

MINUTES
RICHLAND TOWNSHIP BOARD OF SUPERVISORS
JANUARY 26, 2026

The Richland Township Board of Supervisors met in regular session on Monday, January 26, 2026 at the Richland Township Municipal Building, 322 Schoolhouse Road, Johnstown, PA 15904 at 6:00 p.m.

PRESENT

*Bob Heffelfinger, Chair
Keith W. Saylor
Brian H. Lehman
Jeffrey D. Wingard
W. Ray McCombie*

*Bryan J. Beppler, Executive Director
Kimberly D. Stayrook, Administrative Assistant
George Gvozdoch, Jr., Solicitor*

PLEDGE OF ALLEGIANCE

Chair Heffelfinger called the meeting to order at 6:00 p.m. with the Pledge of Allegiance to the Flag.

MINUTES – January 5, 2026 Reorganization

- Mr. Wingard moved to approve the minutes of January 5, 2026 as distributed, seconded by Mr. McCombie. All in favor. Motion carried.

MINUTES – January 12, 2026

- Mr. Wingard moved to approve the minutes of January 12, 2026 as distributed, seconded by Mr. McCombie. Mr. Wingard, Mr. McCombie, Mr. Heffelfinger, and Mr. Lehman voted in favor. Mr. Saylor abstained. Motion carried.

APPROVE AGENDA - ANY CHANGES TO WRITTEN AGENDA

There were no changes to the agenda.

PUBLIC COMMENT PERIOD ON AGENDA ITEMS - *The Public has the right and the opportunity to comment on any agenda item. No comments.*

CORRESPONDENCE

Letter from Highland Sewer & Water Authority – Sanitary Sewer Overflow Elimination Program 2025 Annual Report

A letter dated January 8, 2026 was received from the Highland Sewer and Water Authority submitting their annual progress report for the Sanitary Sewer Overflow Elimination Program for the period of January 1, 2025 to December 31, 2025.

Letter from JEMCOR Division – Berkebile Excavating – DEP Notification

A letter dated January 8, 2026 was received from JEMCOR Division on behalf of their client, Mr. Todd Berkebile, owner of Berkebile Excavating Company Inc. advising that Mr. Berkebile intends to file an application with the PA Department of Environmental Protection (PADEP) for a General Permit (GP-3) for a portable nonmetallic mineral processing plant along with either an application for GP-9 diesel or No. 2 fuel-fired internal combustion engine(s), which provides for designing and operating a processing and beneficial use of crushed concrete which will be used as a subgrade in roadway construction.

Letter from PA DEP – Southwestern Cambria County Water Authority – NPDES Permit

In compliance with the provisions of the Clean Water Act and the Clean Streams Law, Southwestern Cambria County Water Authority is authorized to discharge from a project site known as the Waterline Replacement Project, located in Adams Township, Conemaugh Township & Richland Township, Cambria County to Peggy’s Run, UNT to Solomon Run, Clapboard Run and Sandy Run.

Letter from PA Dept. of Military & Veterans Affairs – Jane M. Mintmier - Real Estate Tax Exemption

A letter dated January 6, 2026 was received from the PA Department Of Military and Veterans Affairs advising that Jane M. Mintmier (207 Salmon Avenue) has applied to the PA State Veterans’ Commission for real estate tax exemption. The State Veterans’ Commission has determined that all eligibility criteria have been met, and the determination of financial need has been certified. Therefore, the applicant’s application has been approved for the exemption of all real estate property taxes on the listed property.

- Mr. Lehman moved to approve the real estate tax exemption, seconded by Mr. Saylor. All in favor. Motion carried.

OLD BUSINESS

Court of Common Pleas – Polacek 437 Leventry Rd. – Tax Assessment Decision

On January 9, 2026, upon review and consideration of the record and Stipulation of the parties to this action, it is hereby directed that the Assessment Office of Cambria County establish the following value for tax year 2026 for the property located at or around 437 Leventry Road, Johnstown, PA 15904, Parcel ID No. 50-005.-127.006, which is owned by William C. and Shari Polacek:

<i>Tax Year</i>	<i>Fair Market Value</i>	<i>Assessed Value</i>
<i>2026</i>	<i>\$1,575,000</i>	<i>\$191,840</i>

NEW BUSINESS

Payment of the Bills

- Mr. Lehman moved to approve the general fund bills totaling \$76,237.26, and payroll in the amount of \$100,879.14, seconded by Mr. Saylor. All in favor. Motion carried.

Out of Meeting Check

- Mr. Lehman moved to approve the out of meeting check # 035394 to American Rock Salt in the amount of \$46,061.18, seconded by Mr. Saylor. All in favor. Motion carried.

Planning Commission – Spangler Family Limited Partnership – Elton Rd. – Land Merger

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The proposed plan combines two (2) adjacent parcels under the same ownership into one (1) lot with a total area of 1.22 acres. The parcel at 3120 Elton Road is 0.47 acres, and the parcel at 3124 Elton Road is 0.74 acres. Both parcels are zoned C-2 and are accessed from Elton Road. At the regular meeting of the Richland Township Planning Commission held on Tuesday, January 13, 2026, the Planning Commission reviewed the proposed land merger and recommended the Spangler Family Limited Partnership plan, dated November 12, 2025.

- Mr. McCombie moved to approve the land merger, seconded by Mr. Saylor. All in favor. Motion carried.

Memo from Chief Pollino – Hiring Part-Time Patrolman Matthew Bridge, effective 2/1/26

- Mr. Lehman moved to approve this hire, seconded by Mr. Wingard. All in favor. Motion carried.

Michele Ziants, Tax Collector – Exoneration from Delinquent Per Capita Taxes & Authorization to Forward to Berkheimer Associates for Collection

A letter dated January 12, 2026 was received from Michele Ziants and provided a breakdown of per capita taxes to be exonerated:

Moved – 53 (\$291.50 at penalty)

Deceased – 20 (\$110.00 at penalty)

Double Billed – 2 (\$11.00 at penalty)

Total 75 (\$412.50)

Unpaid – 328 (\$1,804.00 at penalty)

- Mr. Wingard moved to approve the exoneration from delinquent per capita taxes and authorization to forward to Berkheimer Associates for collection, seconded by Mr. McCombie. All in favor. Motion carried.

Township Auditor Appointment – Mike Burgan (2-year term)

- Mr. Wingard moved to approve the appointment, seconded by Mr. Lehman. All in favor. Motion carried.

Highland Regional Park Board Appointment – Gary Paul

- Mr. Saylor moved to approve the appointment, seconded by Mr. Lehman. All in favor. Motion carried.

Chris Guizio – Approval to Attend TEMA Event during PSATS Conference on April 19, 2026

- Mr. Wingard moved to approve this request, seconded by Mr. McCombie. All in favor. Motion carried.

Kim Stayrook - Recognition

The Board of Supervisors recognized and thanked Kim Stayrook for her forty-seven (47) years of dedicated public service and commitment to Richland Township. Ms. Stayrook's length of employment speaks volumes about her loyalty and passion for Richland Township. The Board acknowledged that her experience and knowledge will be missed. Ms. Stayrook was presented with a PSATS certificate, Richland Township recognition letter and plaque, and a watch that was engraved with Richland Township and her forty-seven (47) years of service.

Public Comment

There were no comments.

There being no further business, the meeting adjourned at 6:18 p.m.

Respectfully submitted,

Bryan J. Beppler

Executive Director