

**SPRINGFIELD TOWNSHIP BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING MINUTES
Monday, January 7, 2019 7:00 p.m.**

Present: Supervisors Dave Swartz, Rick Dillaman, and Tim Stiffy; Solicitor Ray Bogaty, John Trant, Rhonda McClelland, Jim Knight.

Also Present: Judy Hassler, Sue Schepp, Jason Patterson, Dan Hutchins and Mercer Librarian Matthew Goldyn.

Call to Order. The meeting was called to Order by Chairman Dave Swartz.

Temporary Chairman: Motion was made by Rick Dillaman and seconded by Tim Stiffy to appoint Dave Swartz as Temporary Chairman. Motion carried.

2019 Chairman. Motion was made by Dave Swartz and seconded by Tim Stiffy to nominate Rick Dillaman as 2019 Chairman. Motion carried.

Vice-Chairman. Motion was made by Dave Swartz and seconded by Rick Dillaman to appoint Tim Stiffy as 2019 Vice-Chairman. Motion carried.

Secretary/Treasurer. Motion was made by Tim Stiffy and seconded by Rick Dillaman to appoint John Trant as Secretary/Treasurer and to set Treasurer's Bond at \$2,000,000 through Anderson Insurance Agency. Motion carried.

Depositories for 2019 Monies. Motion was made by Rick Dillaman and seconded by Tim Stiffy to approve the following depositories for 2019 monies:

- a. PLGIT: General Fund, Capital Improvement Fund, Liquid Fuels/State Funds, Payroll, and Street Lighting, Fire Capital Account, Sewer Capital Purchase Account, Fire LST Tax, Special Levies Tax Mills, Sewer Fund Checking.
- b. Mercer County State Bank: General Fund, Payroll, Escrow Sewer Fund, \$860,000 2017 Sewer Project Account, Pension Fund.

Motion Carried.

Appointments. Motion was made by Dave Swartz and seconded by Tim Stiffy to approve/confirm the following appointments:

Solicitor: Bogaty & Smith, Raymond Bogaty.

Engineer: Gateway Engineering, Inc.

Planning Consultant: Richard Grossman

Sewage Enforcement Officers: Waltz Consultants, SEO Ken Rogers #03315 and Alternate SEO Doug Duncan #06537.

Acting Twp. Administrator: John Trant, Strategic Solutions, LLC

Zoning Officer: Rick Grossman; Alternate – John K. Trant, Jr.

Open Records/Right to Know Officer: Rhonda McClelland

Building Code Official: Jeff Richardson, Richardson Inspection Services

Flood Plain Administrator: Jeff Richardson, Richardson Inspection Services
Third Party Inspectors & Code Enforcement: Richardson Inspection Services
Wage Tax Collector 2018 Earned Income & LST: Berkheimer
Street Lighting Tax for Leesburg: Christy Cratty
Road Master/Public Works Foreman: Jim Knight
EMA Coordinator: Micah Swartz

Motion carried with Chairman Rick Dillaman casting a nay vote.

Appointments. Motion was made by Dave Swartz and seconded by Tim Stiffy to make the following appointments:

Voting Delegate for PSATS State Convention: Rick Dillaman
Representatives to Wolf Creek COG: Rick Dillaman, Tim Stiffy, and Dave Swartz.
Representatives to the Mercer County EMA: Tim Stiffy, Richard Dillaman, Dave Swartz.
Representatives to Mercer County Regional Planning Commission:
Rick Dillaman from the Board of Supervisors, and
Brian Flick from the Planning Commission.
Representatives to SVATS MPO: Rick Dillaman, Tim Stiffy, and Dave Swartz.

Motion carried.

Resolution #01-2019. Motion was made by Rick Dillaman and seconded by Dave Swartz to adopt Resolution #01-2019 to appoint members of the Zoning Hearing Board: Michaeleen Smoker to a three-year term ending January 2022, George Horchler to an unexpired term ending January 2021 and Jason Patterson as Alternate with a term ending January 2020. Motion carried

Planning Commission. Motion was made by Dave Swartz and seconded by Tim Stiffy to appoint Pam McCluskey to a 4-year term ending January 2023. Motion carried.

Economic Development Authority. Motion was made by Dave Swartz and seconded by Tim Stiffy to appoint Judy Hassler to a 5-year term ending January 2024. Motion carried.

Municipal Authority. Motion was made by Dave Swartz and seconded by Tim Stiffy to appointment Tim Stiffy to a 5-year term ending January 2024. Motion carried.

Vacancy Board. Motion was made by Rick Dillaman and seconded by Dave Swartz to appoint Judy Hassler as Chairman of the Vacancy Board for 2019. Motion carried.

Resolution #02-2019 Appointment of Auditors. Motion was made by Tim Stiffy and seconded by Rick Dillaman to approve Black Bashor & Porsch as Auditors for all 2018 Township funds. Motion carried.

Resolution #03-2019 Delinquent Earned Income Tax Collection. Motion was made by Rick Dillaman and seconded by Dave Swartz to enter into an agreement with Sharp Collections to collect Delinquent Earned Income Tax for 2011 and prior years. Motion carried.

Resolution #04-2019 – Delinquent Per Capita Taxes. Motion was made by Dave Swartz and seconded by Rick Dillaman to enter into an agreement with Sharp Collections to collect Delinquent Per Capita Taxes. Motion carried.

Resolution #05-2019 – Delinquent Street Lighting Taxes. Motion was made by Tim Stiffy and seconded by Rick Dillaman to enter into an agreement with Sharp Collection to collect delinquent Street Lighting Taxes. Motion carried.

Traffic Signal Maintenance. Motion was made by Rick Dillaman and seconded by Tim Stiffy to approve 2019 Traffic Signal Maintenance Contract with Bruce & Merrilees. Motion carried.

Benefits, Meetings and Convention Pay. Motion was made by Tim Stiffy and seconded by Dave Swartz to approve the following benefits, meeting and convention pay for employees and Supervisors:

- a. Paid Time Off and Holidays per the Employee Manual (Resolution #28-2018) with the addition of additional PTO days for Loretta Moore (8) and Jim Knight (7).
- b. Supervisor Pay Rates:
 - i. Dillaman \$50.00 per meeting paid quarterly maximum of \$1,850.00.
 - ii. Swartz and Stiffy is \$462.50 paid quarterly for maximum amount of \$1,850.00.
- c. Mileage Rate: Federal IRS rate of \$0.58 as of January 1, 2019.

Motion carried.

Approve Staff Purchases. Motion was made by Tim Stiffy and seconded by Rick Dillaman to authorize the Township Administrator, Office Coordinator and the Public Works Director to make purchases of \$1,000.00 or less without Supervisors approval and purchases of \$1,001.00 to \$5,000 to be made with verbal approval of two Supervisors. Motion carried.

Public Comment. None.

Adjourn. The meeting was adjourned at 7:40 p.m. followed by the Regular Monthly Meeting.

John K. Trant, Jr.
Secretary/Treasurer