

MERCER COUNTY
SPRINGFIELD
TOWNSHIP, EST 1805

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SPRINGFIELD TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
February 21, 2022
7:00 p.m.

Present: Supervisors Tim Stiffy, Joe Mattace, and Marcus Kohan, Solicitor Bogaty, Administrator Lucinda G. Lipko, Roadmaster Jim Knight and Office Manager Shawn Swartz

Also present: Jessica Kent (Buhl Water), Daniel Hutchins (Fire Chief) and Michael Keiser (Lieutenant).

Call to Order: The meeting was called to order at 7:00 pm by Tim Stiffy followed by The Pledge of Allegiance.

Agenda Additions or Deletions: None

Public Comment: None

Administration and Finance:

- A. A motion was made by Joe Mattace and seconded by Marcus Kohan to approve Resolution #9-2022 – Appointing Mark Turnley, CPA for calendar year 2021. All in favor, motion carried.
- B. Discussion of American Rescue Plan Act Funding. Administrator Lucinda Lipko gave a summary of the Plan. The Board of Supervisors will discuss more in depth at a workshop in the future.

Zoning and Land Development: Shawn Swartz reviewed zoning and building permits from February 9, 2022 – February 21, 2022.

Sewer and Water: Roadmaster Jim Knight will be meeting with Jim Naret to schedule sewer cleaning and inspections soon.

Roads and Bridges:

- A. Jim Knight gave an update on the Dirt, Gravel and Low Volume Road Maintenance Program for Creek Road. There was a revision to the grant request. The amount requested was increased due to adjustments and a guide rail system. Jim reported that Easements are currently being worked on and the next step will be to start working on permits.

Public Works:

- A. Jim Knight reports that he finalized the road list for Joint Municipal Seal Project, and this was given to Jon Wilson at PennDOT. He stated that Coolspring Township will be taking over the administrative part of the project this year.
- B. Marcus Kohan asked about millings Erie County has started selling. Jim Knight reported that he had investigated this, but the fee would be higher due to having it trucked from Erie.
- C. Marcus Kohan inquired about the use of COSTARS (cooperative purchasing program). Jim Knight reported that the township does use COSTARS for larger purchases.
- D. Jim Knight discussed ordering (Gildan) sweatshirts for the road crew from Battleground Ink through the Reynolds School District. They would be embroidered with the same logo that is on the township uniforms and the prices range from \$20.00 to \$26.00. He requested four or five for the full-time road crew and two for the part-time employee. Marcus Kohan suggested that they be offered to the Line Officers at the Springfield Township Volunteer Department. This motion will be placed on the next meeting agenda.

Solicitor Report:

- A. Solicitor Bogaty reported on the Zoning Hearing Board will meet for a Variance Hearing on Thursday, February 24, 2022, for the Behm Property (2021 Leesburg-Grove City Road).
- B. Solicitor Bogaty reported that Attorney Nevant will have the Uhls Written Decision and it will be voted on at the Zoning Hearing Board meeting February 24, 2022. The Board of Supervisors will then have thirty days to appeal the decision. Solicitor Bogaty stated it could take two to three years if they choose to appeal.
- C. Solicitor Bogaty reported that he has been working on the Easements for the Dirt, Gravel and Low Volume Road Maintenance Program for Creek Road.

Supervisors Report:

- A. Marcus Kohan presented a list of credentials to the Board of Supervisors, Solicitor and Administrator listing of his emergency and safety trainings, certificates and experience. He discussed the need for an EOC (Emergency Operations Center) in Springfield Township. He asked if he could take the lead and work with the Emergency Management Coordinator, Micah Swartz, to begin working on Disaster Response Plan and a Township EOC. The Supervisors had no reservation.
- B. Marcus Kohan discussed the need for a Public Information Officer. He reports that the EMC may be engaged in an emergency and may not be able to give statements. Solicitor Bogaty stated that he had no issue with doing this.
- C. Marcus Kohan asked the Administrator Lucinda Lipko if items that come in under budget would roll over to the next year? Lucinda stated that it does not. It goes into a Capital Account that the township utilizes until the taxes start coming in the following year. Administrator Lucinda Lipko asked Marcus if he would like to meet with the accountant and herself for better understanding.
- D. Marcus Kohan asked the Board, Administrator and Solicitor if there is an Tax Collection Committee. He states they should be meeting yearly (per PSATS recommendations). Solicitor Bogaty reported that it is not general practice to do this.
- E. Marcus Kohan spoke of a Federal Grant that has become available (between \$25,000 and 1 million dollars). This can be applied for every year. The application date for 2022 is March 15th.

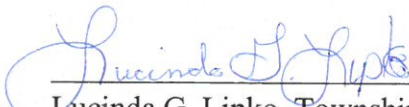
- F. Marcus asked the Board and Administrator if there was a list of passwords each employee has. He requested that these be somewhere they can be accessed and available to the supervisors. Tim Stiffy stated that they have the ability to access all of the passwords.

Correspondence: None

Public Comment:

- A. Fire Chief Daniel Hutchins reports that Springfield Township Volunteer Fire Department received the maximum amount of \$15,000.00 for the 2022 State Grant. He reports that this will be used for new fire gear.
- B. Jessica Kent with Buhl water asked if there had been any inquiries on the LIHWAP (Low Income Housing Water Assistance Program). Lucinda Lipko reported that she had one phone call, but the individual did not own the property.

Adjournment: A motion was made by Joe Mattace and seconded by Marcus Kohan to adjourn at 7:52 pm to Executive Session for Personnel-Administrative Issues with no business following.



Lucinda G. Lipko, Township Secretary