

MERCER COUNTY  
**SPRINGFIELD**  
TOWNSHIP, EST 1805

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**SPRINGFIELD TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**January 4, 2021**  
**7:00 p.m.**

**Present:** Supervisors Tim Stiffy, Dave Swartz, Joe Mattace, Jim Naret (Gateway Engineers), Administrator Lucinda G. Lipko and Office Manager Shawn Swartz

**Present Via Conference Call:** Solicitor Ray Bogaty

**Call to Order:** The meeting was called to order at 7:02 pm by Dave Swartz.

**Agenda Additions or Deletions:** Cellular reimbursement for office manager.

**Public Comment:** None

**Approval of Minutes, Bill List and Payroll:** A motion was made by Tim Stiffy and seconded by Joe Mattace to approve the meeting minutes of December 1, 2020, meeting minutes of December 28, 2020, bill list for December 2020 and payroll for December 2020. All in favor, motion carried.

**Fire Department:** None

**Administration and Finance:**

- a. A motion was made by Tim Stiffy and seconded by Joe Mattace to approve Gateway Engineer's Retainer for 2021 not to exceed \$6,900.00. There was discussion of the increase from last year. Jim Naret stated that the retainer is based on the number of meetings Jonathan Garczewski (Gateway Engineers) and he attend. All in favor, motion carried.
- b. A motion made by Tim Stiffy and seconded by Joe Mattace to approve Gateway Engineer's General Engineering Fees for 2021 not to exceed \$5,500.00 quarterly. Discussion from Jim Naret (Gateway Engineers) that this is based on time and materials only. All in favor, motion carried.
- c. A motion was made by Tim Stiffy and seconded by Joe Mattace to approve Shawn Swartz attending a seminar entitled IRC R507 Exterior Decks in Pittsburgh at a total cost of \$45.00 plus mileage. All in favor, motion carried. Dave Swartz abstained.
- d. A motion was made by Dave Swartz and seconded by Joe Mattace to approve revising Resolution #7-2021 with Berkheimer. Discussion of revision to add Lucinda Lipko to online account for review. All in favor, motion carried.
- e. A motion made by Joe Mattace and seconded by Tim Stiffy to include the office manager for the cellular phone reimbursement allowance. All in favor, motion carried.

**Zoning and Land Development:**

- a. Shawn Swartz reviewed with the Board of Supervisors upcoming subdivisions.

**Sewer and Water:** None

**Engineer's Report:**

- a. Jim Naret updated the Board of Supervisors on the Dollar General bond releasing and there was discussion of the snow plowing for safety reasons. Jim stated he would look into this further.
- b. Jim Naret is still waiting for Bryan Rhodes with Libations Winery to provide sewer lateral report/prints.
- c. Jim Naret updated the Board of Supervisors on the 208 Trail with some new alignments and prospective projects. He will also be contacting PennDOT to be sure they are onboard and on track.

**Public Works Report:** A report from Jim Knight (Road Master) was reviewed.

**Solicitor Report:**

- a. Solicitor Bogaty reports that he spoke with Kathleen at General Code and the Consolidation should be completed for adoption at the next meeting.
- b. Solicitor Bogaty stated that he has been reviewing the Zoning and SALDO Ordinances and the public hearing should take place in March 2021.

**Supervisors Report:**

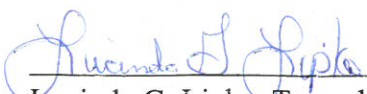
- a. Dave Swartz reports that there was an Executive Session on January 4, 2021 from 6:50 pm to 7:00 pm for personnel matters.
- b. Tim Stiffy discussed with Solicitor Bogaty the possibly putting an Ordinance into effect concerning businesses clearing their parking lots and sidewalks of snow in the township for safety precautions.

**Permit Report:** Office Manager Shawn Swartz reported to the Board of Supervisors on permits for December 2020.

**Public Comment:** None

**Correspondence:** None

**Adjournment:** A motion was made by Tim Stiffy and seconded by Joe Mattace to adjourn the meeting at 7:41 pm.

  
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Lucinda G. Lipko, Township Secretary