

MERCER COUNTY
SPRINGFIELD
TOWNSHIP, EST 1805

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

1. Call to Order.
2. Pledge to Flag.
3. Motion to appoint _____ as Temporary Chairman.
4. Motion to nominate _____ 2019 Chairman.
5. Motion to nominate _____ 2019 Vice-Chairman.
6. Motion to appoint _____ as Secretary/Treasurer and to set Treasurer's Bond at \$2,000,000) through Anderson Insurance Agency.
7. Motion to approve the following depositories for Township monies in 2019:

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, \$860,000 2017 Sewer Project Account, Sewer Fund Checking.

Mercer County State Bank: General Fund, Payroll, Sewer Fund.

8. Motion 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

10. Motion to approve the following appointments:

Voting Delegate for PSATS State Convention: _____

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:
_____ from the Board of Supervisors, and
_____ from the Planning Commission.

Representatives to SVATS MPO: Rick Dillaman, Tim Stiffy, and Dave Swartz.

11. Zoning Hearing Board: Motion to adopt Resolution #01-2019 to appoint _____ to a three year term ending January 2022 and _____ to an unexpired term ending January 2021.
12. Planning Commission: Motion to appoint _____ to a 4-year term ending January 2023.
13. Economic Development Authority: Motion to appoint _____ to a 5-year term ending January 2024.
14. Municipal Authority: Motion to appointment _____ to a 5-year term ending January 2024.
15. Motion to appoint _____ to the Vacancy Board for 2019.
16. Motion to adopt Resolution #02-2019 Appointment of Black Bashor & Porsch as Auditors for all 2018 Township funds.
17. Resolution #03-2019 – Motion to enter into an agreement with Sharp Collections to collect Delinquent Earned Income Tax for 2011 and prior years.
18. Resolution #04-2019 – Motion to enter into an agreement with Sharp Collections to collect Delinquent Per Capita Taxes.

19. Resolution #05-2019 – Motion to appoint Sharp Collection to collect delinquent Street Lighting.
20. Motion to approve 2019 Traffic Signal Maintenance Contract with Bruce & Merrilees.
21. The following benefits, meeting and convention pay for employees and Supervisors as follows with a single motion will be entertained.
 - 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. Current Supervisors Rate, Dillaman \$50.00 per meeting paid quarterly maximum of \$1,850.00.
 - c. Supervisors rate for Swartz and Stiffy is \$462.50 paid quarterly for Maximum amount of \$1,850.00.
 - d. Mileage Rate: Federal IRS rate of \$0.58 as of January 1, 2019.
22. Motion 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 can be made with verbal approval of two Supervisors.
23. Public Comment.
24. Adjourn

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SPRINGFIELD TOWNSHIP BOARD OF SUPERVISORS
January 7, 2019
REGULAR MEETING, following 7pm Organizational Meeting
AGENDA

- 1. Call to Order.**
- 2. Agenda Additions or Deletions.**
- 3. Public Comment – Agenda Items.**
- 4. Approval of Minutes, Bill List and Payroll.**
 - a. Motion to approve the minutes of December 4, 2018 and December 17, 2018.
 - b. Motion to approve the payroll for the month of December 2018.
 - c. Motion to approve the bill list of December 2018.
- 5. Fire Department Report.**
 - a. Report
- 6. Administration and Finance.**
 - a. Cash flow and financial report for December 2018.
 - b. PSATS conference registration.
- 7. Sewer and Water Infrastructure**
 - a. Motion to approve submittal of TIF funding request #1 to EDA.
- 8. Roads, Bridges, Trails**
 - a. Motion to authorize advertisement of public bidding for the Creek Road project.
- 9. Public Works Report.**
- 10. Reports.**
 - a. Solicitor
 - b. Supervisors – Tri-County Landfill application discussion
- 11. Correspondence.**
- 12. Public Comment – Items Not on Agenda**
- 13. Adjourn.**