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**SPRINGFIELD TOWNSHIP BOARD OF SUPERVISORS**

**MEETING MINUTES**

**JANUARY 3, 2023**

**7:00 p.m.**

**Present:** Supervisors Tim Stiffy, and Marcus Kohan. Also present Solicitor Bogaty, and Township Administrator Lucinda G. Lipko. Joe Mattace and Jim Knight were absent.

**Also Present:** Daniel Hutchins and Jason Patterson from the Springfield Township Volunteer Fire Department.

**Call to Order:** The meeting was called to order at 7:04 p.m. by Tim Stiffy, followed by the Pledge of Allegiance.

**Agenda Additions or Deletions:** None

**Public Comment:** None

**Approval of Minutes, Bill List and Payroll:**

A motion was made by Marcus Kohan to approve the following:

Meeting minutes of December 6, 2022

Meeting minutes of December 19, 2022

Bill List for December 2022

Payroll for December 2022

Seconded by Tim Stiffy, motion carried.

**Fire Department Report:**

Chief Hutchins reported a total of twenty calls for the month of December with 138 total man hours, 44 hours of training and an average of five personnel per call. Their total number of calls for 2022 was 190.

They asked if a new agreement between the township and the fire department would be forthcoming for their review. Solicitor Bogaty gave them a copy of the draft agreement and asked that they send comments/concerns and we set a time to meet with them.

Supervisor Kohan reported that a meeting between Pine Township, Grove City Borough and Springfield took place at Tim Bonners office with Doug Dick. The agreement Doug sent out was not acceptable. Tim Bonner will be writing up an agreement and sending it to the people present at the meeting to review. Doug Dick reported he has one ambulance available now and Marcus made sure that Doug will help the fire department become QRS certified.

Solicitor Bogaty stated there is a statute that allows the fire department to bill fees and be reimbursed for called on Rts. 79 and 80. He will present this to the Board of Supervisors for discussion.

**Administration and Finance:**

A motion was made by Marcus Kohan to approve Tim Stiffy attending the 2023 PSATS Conference and Exhibit Show April 23 – 26, 2023 for $ 265.00 plus travel and lodging. Seconded by Tim Stiffy, motion carried.

A motion was made by Marcus Kohan to approve the Work Authorization for General Engineering Services for the first quarter not to exceed $ 5,500.00. Seconded by Tim Stiffy, motion carried.

A motion was made by Marcus Kohan to approve the Work Authorization for the Engineer’s Retainer for 2023 not to exceed $ 7,512.00. Seconded by Tim Stiffy, motion carried.

A motion was made by Marcus Kohan to approve the agreement with T. W. McCosby, LLC as a Third-Party Inspector, Zoning and Code Enforcement Officer. Seconded by Tim Stiffy, motion carried.

A motion was made by Marcus Kohan to participate in the Pennsylvania Department of General Services Federal Surplus Property Program. Seconded by Tim Stiffy, motion carried.

Discussion about the Emergency Management Services Meeting and authorization for the fire department to bill insurance companies was done under Fire Department.

**Zoning and Land Development:**

Four building permits and one sign permit were issued in December 2022.

**Sewer and Water:** No report

**Roads and Bridges:**  No report.

**Engineer’s Report:**

Jim Naret reported on the following:

* Hunt Minor Subdivision Application – This property is along Shaw Road with the majority of the parcel in Washington Township, Lawrence County and a remnant lot in Springfield. There was not a quorum at the December Planning Commission meeting so this has been moved to the January 23, 2023 Planning Commission Meeting agenda.
* Route 208 Multimodal Trail – attended a virtual meeting with PennDOT on December 20th to discuss outstanding issues with the easement agreements. Another meeting will be scheduled in January.
* Creek Road Culvert Project – Gateway will be resubmitting the 90% drawing and specification sets to the Mercer County Conservation District this Friday. There may be another meeting with the MCCD in the future.
* COVID-19 Small Sewer and Water Grant Application Prep-Status – the grant was submitted on December 20th for Sanitary Sewer Repairs and Maintenance and Repairs to the Rt. 208 Pump Station by the township.
* CCTV Sewer Contract – Gateway reviewed the data and noted deficiencies. These were added to the COVID-19 Small Sewer and Water Grant Application.

**Public Works Report:**

Supervisor Stiffy read from Jim’s report on the following:

* There were some small issues with equipment over the Christmas holiday caused by the extremely cold temperatures.
* The fender on the International was hit with a tree limb. They will try to repair it in house.
* The Kubota side-by-side is having issues with the electronic spreader control. It was repaired
* Purchased signs for the curve on Old Ash Road north of the airport. Will install once the weather permits.

**Reports:**

Solicitor Bogaty reported he is working on the ATV Ordinance for the Supervisors to review soon.

**Correspondence:** None

**Public Comment:** None

**Executive Session:**

Supervisor Stiffy stated that there was an Executive Session for Personnel prior to this meeting.

**Adjournment:**

A motion was made by Marcus Kohan to adjourn. Seconded by Tim Stiffy, motion carried.

The Springfield Township Supervisors Meeting adjourned at 7:50 p.m.

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Lucinda G. Lipko, Secretary