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**SPRINGFIELD TOWNSHIP BOARD OF SUPERVISORS**

**ORGANIZATIONAL MEETING**

**MONDAY, JANUARY 6, 2025 @ 6:00 P.M.**

**Present:** Supervisors Tim Stiffy, Marcus Kohan, and Dave Swartz. Also present was the Township Administrator, Lucinda Lipko.

**Call to Order:** The meeting was called to order at 6:00 p.m., followed by the Pledge of Allegiance.

A motion was made by Dave Swartz to appoint Marcus Kohan as Temporary Chairman. Seconded by Tim Stiffy, motion carried.

A motion was made by Tim Stiffy to nominate Marcus Kohan for 2025 Chairman. Seconded by Dave Swartz, motion carried.

A motion was made by Dave Swartz to nominate Tim Stiffy for 2025 Vice-Chairman. Seconded by Marcus Kohan, motion carried.

A motion was made by Tim Stiffy to approve Resolution # 1 – 2025 – Fee Resolution. Seconded by Dave Swartz, motion carried.

A motion was made by Tim Stiffy to appoint Lucinda Lipko as Secretary/Treasurer and

to set the Treasurer's Bond at $ 1,000,000.00 through Anderson Insurance Agency. Seconded by Dave Swartz, motion carried.

A motion was made by Dave Swartz to approve the following depositories for Township monies in 2025:

PLGIT:General Fund, Capital Improvement Fund, Liquid Fuels/State Funds, and Street Lighting, Fire Capital Account, Sewer Capital Purchase Account, Fire LST Tax, Special Levies Tax Mills, Sewer Fund Checking, Debt Service Checking and Road Capital Project Account.

Mercer County State Bank -General Fund, Payroll, Escrow Fund, $860,000 2017 Sewer Project Account, Pension Fund, Petty Cash Fund, ARPA Fund, Emergency Medical Services Fund and Sewer Checking Fund.

Seconded by Tim Stiffy, motion carried.

A motion was made by Tim Stiffy to approve/confirm the following appointments:

Solicitor: Bogaty Law Office, P.C.

Engineer:Gateway Engineering, Inc.

Sewage Enforcement Officers: SEO Anthony Sbarra #03313and

Alternate SEO Pat Kelly #02368.

Township Administrator**:** Lucinda G. Lipko

Zoning Officer: Richardson Inspection Services

Alternate: T. W. McCosby, LLC

Open Records/Right to Know Officer: Lucinda G. Lipko

Building Code Official: Jeff Richardson, Richardson Inspection Services and

T. W. McCosby and amending all past resolutions/motions to the contrary.

Flood Plain Administrator: Jeff Richardson, Richardson Inspection Services

Third Party Inspectors & Code Enforcement: Richardson Inspection Services and T. W. McCosby and amending all past resolutions/motions to the contrary.

Wage Tax Collector 2018 Earned Income & LST:Berkheimer

Street Lighting Tax for Leesburg: Christi Cratty

Road Master/Public Works Foreman:Jim Knight

EMA Coordinator:Micah Swartz

Road Masters: Tim Stiffy, Marcus Kohan & Dave Swartz.

Seconded by Dave Swartz, motion carried.

A motion was made by Tim Stiffy to approve the following appointments:

Voting Delegate for PSATS: Tim Stiffy

Representatives to Wolf Creek COG: Tim Stiffy, Marcus Kohan, and Dave Swartz.

Representatives to the Mercer County EMA: Tim Stiffy, Marcus Kohan, and Dave Swartz.

Representatives to Mercer County Regional Planning Commission:

Tim Stiffy & Marcus Kohan

Representatives to SVATS MPO: Tim Stiffy and Lucinda Lipko.

Representatives to the Pine Harrisville Authority:

Tim Stiffy from the Board of Supervisors, and

Lucinda Lipko as the alternate

Representatives to the Mercer County Tax Collection Committee:

Dave Swartz from the Board of Supervisors, and

Lucinda Lipko as the alternate.

Seconded by Dave Swartz, motion carried.

A motion was made by Tim Stiffy to appoint the following Supervisor liaisons:

Public Works: Tim Stiffy

Administration: Marcus Kohan

Finance: Dave Swartz

Seconded by Dave Swartz, motion carried.

Zoning Hearing Board: A motion was made by Tim Stiffy to adopt Resolution #­­2 -2025 to appoint Jason Patterson to a one-year term as the alternate ending January 2026. Seconded by Dave Swartz, motion carried.

A motion was made by Tim Stiffy to accept the resignation of James Cratty from the Zoning Hearing Board. Seconded by Dave Swartz, motion carried.

Planning Commission: A motion was made by Tim Stiffy to appoint Marcus Kohan to a 4-year term ending January 2029. Seconded by Dave Swartz, motion carried.

Economic Development Authority: A motion was made by Tim Stiffy to accept the resignation of James Molloy. Seconded by Dave Swartz, motion carried.

Municipal Authority: A motion was made by Marcus Kohan to appointment Tim Stiffy to a 5-year term ending January 2030. Seconded by Dave Swartz, motion carried.

A motion was made by Tim Stiffy to appoint Marcus Kohan as a liaison to the Springfield Township Volunteer Fire Department. Seconded by Dave Swartz, motion carried.

A motion was made by Dave Swartz to approve Resolution #3 – 2025 to enter into an agreement with Sharp Collections to collect Delinquent Earned Income Tax for 2011 and prior years. Seconded by Tim Stiffy, motion carried.

A motion was made by Tim Stiffy to approve Resolution #4 – 2025 to enter into an agreement with Sharp Collections to collect Delinquent Per Capita Taxes. Seconded by Dave Swartz, motion carried.

A motion was made by Tim Stiffy to approve Resolution #5 – 2025 to appoint Sharp Collection to collect delinquent Street Lighting. Seconded by Dave Swartz, motion carried.

A motion was made by Tim Stiffy to approve Resolution #6 – 2025 to appoint Mark Turnley, CPA for calendar year 2025. Seconded by Dave Swartz, motion carried.

A motion was made by Tim Stiffy to Authorize the Township Administrator, Office Support and the Public Works Director to make purchases of $1,000.00 or less without Supervisors approval and purchases of $1,001.00 to $5,000.00 can be made with verbal approval of two Supervisors. Seconded by Dave Swartz, motion carried.

**Public Comment:** None

**Adjournment:**

A motion was made by Tim Stiffy to adjourn. Seconded by Dave Swartz, motion carried.

The Springfield Township Board of Supervisors adjourned at 6:19 p.m.

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Lucinda G. Lipko, Secretary