

Board of Supervisors

MINUTES

November 25, 2025

MEETING HELD AT SPRINGFIELD TOWNSHIP BUILDING

Supervisors Present: Pete Kade, Bill Ryker and Dave Long

Supervisors Present Via Phone: Lorna Yearwood

Supervisors Absent: Jim Hopkins

Also present: Rich Pursell (Township Manager), Tim Fulmer (Township Engineer), Scott MacNair, Esq. (Township Solicitor), Mike Brent (Zoning Officer) & Mike McDonald (Police Chief).

Mr. Kade called the meeting to order at 7:00 p.m. and opened with the Pledge of Allegiance.

ANNOUNCEMENT

The Board held an executive session on November 20, 2025, and announced an Executive session will be held after the public meeting.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Steve Doncivic (Pleasant View Rd) thanked the Board for the recent walk-through of Springtown. He emphasized the need for sidewalks in Springtown, suggesting a minimum width of five feet to accommodate wheelchairs and walkers. Mr. Long clarified that the Township already has an ordinance specifying sidewalk construction standards (4 feet).

Harry Squares (Winding Rd) raised concern regarding the camp advertising to host an open paintball event on Friday, which he believes violates township regulations stating the camp should be closed to the public from November 1st to March 1st. The Zoning Officer and Township Solicitor agreed to investigate the advertisement and issue a notice of violation if the event proceeds.

Tracy Roche (School Rd) reported excessive speeding and trucks running stop signs on School Rd. She suggested a 4-way stop at Maple and School, or speed bumps. The Township Manager noted enforcement is difficult due to the lack of safe places for police to park. Mr. Ryker suggested residents poll their neighbors to identify who would authorize Springfield PD to park in their driveways for speed enforcement.

FINANCIAL REPORT

Mr. Kade stated the financial report and balances are posted.

Motion made by Mr. Ryker, seconded by Mr. Kade and unanimously carried, approving the financial report as presented.

Fund Balances as of October 31, 2025

General Fund	\$1,857,110	Capital Reserve CD	\$239,000
General Fund Reserve	\$310,261	Liquid Fuels Fund	\$161,329
General Fund CD	\$239,000	Liquid Fuels CD	\$239,000
Escrow Fund	\$1,092,402	Open Space Fund	\$853,859
Street Light Fund	\$4,515	Open Space CD	\$239,000
Dedicated Fire Tax Fund	\$193,788	Act 537 Escrows	\$89,328
Capital Reserve Fund	\$960,181	Dedicated EMS Tax Fund	\$3,091

Payment of Bills
(October 16, 2025 – November 15, 2025)

General Fund	\$117,772.23	Escrow Fund	\$5,266.49
PLGIT Credit Card	\$5,592.38	Dedicated EMS Fund	\$0
Liquid Fuels Fund	\$7,619.77	Dedicated Fire Fund	\$0
Capital Reserve Fund	\$8,017.13	Open Space Fund	\$21,403.80
Street Light Fund	\$579.75		

Motion made by Ms. Yearwood, seconded by Mr. Ryker, and unanimously approved the payment of bills from October 16, 2025 – November 15, 2025.

APPROVAL OF MINUTES

Motion made by Mr. Ryker, seconded by Mr. Kade and unanimously carried approving the October 28, 2025 meeting minutes.

BUSINESS ITEMS

Grace Land Subdivision – Walnut Lane – Representatives for the applicant presented a revised plan for a six-lot subdivision (five residential lots + one farmland tract with a building envelope). The project requires improving approximately 950 feet of Walnut Lane (currently a narrow dirt/stone road) and constructing a new cul-de-sac. The applicant presented a cost estimate of \$176,000 for improvements to Walnut Lane alone, citing this cost as prohibitive for a six-lot subdivision. They are requesting the Board consider cost-sharing or waivers, noting the Township gains an improved public road.

The Township Manager and the Board discussed potential cost-saving measures, including:

- The developer completing the base course (approx. \$61,000) while the Township handles the wearing course (tar and chip) in future budget cycles.
- Reducing the width of the new cul-de-sac road from 24 feet to 20 feet via waiver.
- Shortening the length of the new road slightly.

These changes could potentially lower the applicant's obligation to approximately \$100,000 - \$116,000.

The applicant will review the base course only option and revised width specifications to see if the project will become financially feasible.

Discussion on Solar – Ms. Yearwood and Michal Bloom, of Exact Solar, presented a proposal for a solar installation. An RFP was issued in September, and Exact Solar was the only company to respond due to the small project size.

Proposal estimates are \$155,000 if Exact Solar conducts the trench work, or \$142,000 if the Township handles the trenching. There is a 30% federal incentive available, which could potentially reduce the net costs to around \$100,000. Estimated cumulative savings would fall around \$300,000 over the next 30 years, while a Power Purchase Agreement (PPA) is not currently available. New regulations regarding “Foreign Entities of Concern” (FEOC) take effect after December 31, 2025, which could increase equipment costs by 20-25%. To secure current pricing and “Safe Harbor” status, the Township would need to sign a contract and pay a 10% deposit (approx. \$15,000) before year-end.

Mr. Kade expressed reluctance to spend \$150,000, noting he preferred the previously discussed “free” PPA model. Mr. Ryker and Mr. Long echoed these sentiments. Mr. Long expressed his interest in favoring the spending of funds on physical assets rather than information in reports. Concerns were additionally raised regarding the 15–18-year payback period. Mr. Kade and Mr. Ryker noted additional maintenance costs (berms, trees, mowing) were not included in the estimate.

Ms. Yearwood argued that waiting would likely result in higher costs and that the project provides a physical asset.

Motion made by Ms. Yearwood, seconded by Mr. Kade, and failed 3-1 to go under contract with Exact Solar and authorize the 10% down payment. Ms. Yearwood was in favor.

Acceptance of Resignation – PJ Mulhall – Motion made by Mr. Long, seconded by Mr. Ryker and unanimously carried to accept the resignation of PJ from the Road Department.

Ratification of Advertisement Road Department Laborer – The Township Manager reported that the position is advertised on Indeed but has faced challenges – two qualified candidates declined offers due to pay. The pay rate is \$24.50/hour for a position requiring a Class A license, heavy equipment operation, and background checks.

Motion made by Mr. Long, seconded by Mr. Kade, and unanimously carried to ratify the advertisement for a full-time road department laborer.

Resolution 2025-13 Authorizing Participation in the Pennsylvania Municipalities Pension Trust – Motion made by Mr. Long, seconded by Mr. Ryker, and unanimously carried to adopt Resolution 2025-13, authorizing Springfield Township’s participation in the Pennsylvania Municipalities Pension Trust.

Resolution 2025-14 Reinstatement of Qualified Retirement Plan – Motion made by Mr. Ryker, seconded by Ms. Yearwood, and carried to adopt Resolution 2025-14, regarding the reinstatement of the qualified retirement plan (moving from RPG to PSATS to reduce administrative paperwork).

Auditing Service – The Township Manager presented quotes for auditing services. The previous firm was purchased by MVA Tax and Advisors. MVA provided the lowest quote at \$18,000, while Dunlap was \$1,000 higher.

Motion made by Mr. Long, seconded by Mr. Ryker, and unanimously carried to authorize the appointment of MVA Tax and Advisors LLC for tax auditing services for the calendar year ending 2025 in the amount of \$18,000.

Access Control for Township Complex – A proposal was presented to install keyless access control (keypads) for township complex doors to improve security and administration.

Motion made by Mr. Ryker, seconded by Mr. Kade, and unanimously carried to accept Smart Digital Tech to complete the installation of access control for the administrative and police departments at a price not to exceed \$17,500.

Video Surveillance for Township Complex – The Township Manager presented quotes to replace and upgrade cameras for the Administration and Police Departments. The lower lot was excluded to keep costs down. The system is IP-based and certified for police use.

Motion made by Mr. Ryker, seconded by Mr. Long, and unanimously carried to accept Smart Digital Tech to complete the installation of video surveillance at a price not to exceed \$23,500.

Discussion on Downstairs Front Office Room – The Township Manager proposed returning the downstairs front office (vacant/unused) to the Road Department for use as a break room/office. The current small room used by the Road Department (containing electrical panels/oil tank) would be converted into a parts room. Ms. Yearwood requested the room be checked for mold due to dampness. The Township Manager agreed to investigate and install a dehumidifier.

Motion made by Mr. Long, seconded by Mr. Kade, and unanimously carried, to turn the downstairs front office back over to the Road Department and convert the existing office into a parts room.

Discussion on Water Authority – Mr. Kade provided the Board an update on the Springtown Water Authority's (SWA) status. The SWA is facing a “staffing cliff” with the current administrator, Amy, resigning in June and aging volunteers. The SWA may need to transition from volunteers to hired staff/management. The SWA needs volunteers with specific skills, such as accounting, and there is a need to digitize records currently stored in physical files at the Township building.

Approximately \$1 million in infrastructure work is needed, while a \$250,000 grant decision has been delayed until January 2026. A five-year plan is being developed with input from PUE and Ebert Engineering.

Mr. Kade emphasized the need to keep the liabilities of the Township and the SWA separate. Discussion amongst the Board included potentially expanding the Water Authority back to seven members during reorganization.

Springtown Rod and Gun Clubs 100th Anniversary – The Rod & Gun Club is celebrating its centennial on May 16th, 2026, which will also serve as a celebration of the Township's 250th Anniversary. The Township wishes to use this event to reignite the Community Day group, which has not met since COVID.

Board Supervisors will work with club representatives to develop a guest list and programming.

Heritage Letter of Support – Kim Johnson, from the Heritage Conservancy, has requested a letter of support for a Federal Highlands funding grant for the Walton property.

Motion made by Ms. Yearwood, seconded by Mr. Ryker, and unanimously carried to authorize the Township Manager to send Heritage Conservancy a letter of support for the grant application.

REPORTS / COMMENTS

Zoning - Report posted.

Police -

- Software: The department is on track to switch to CODY Pathfinder on December 9th.
- Training: Firearms and taser certifications are complete for the entire department.
- Drug Take Back: Collected 38.93lbs at the event, and 23.62lbs at the station.
- Commendation: The Chief recognized Officer Sepulveda for saving an elderly resident during a fire on Funks Mill Rd, noting that the officer risked his own life during the rescue.
- Traffic Studies:
 - Drifting Drive – 85th percentile speed was 33MPH (posted 25)
 - Route 212 & Shirley Ln – 85th percentile speed was 46MPH (posted 30)
 - Route 212 & Pleasant View – 85th percentile speed was 41MPH (posted 35)
 - Springtown Westbound – 85th percentile speed was 40MPH (posted 30)
- Decibel Meter: Officers are trained on the new decibel reader. The policy regarding loaning the device to residents will be discussed at the next meeting.

Roads - Report posted.

Solicitor -

- **H&K Quarry Update** – The Commonwealth Court affirmed the trial court's decision regarding the conditional use approval. The objectors have a 30-day window to petition the PA Supreme Court for an appeal.
- **Sunshine Act Update** – The PA Supreme Court overturned a previous Commonwealth Court decision; Boards may now amend agendas during meetings by a majority vote for reasons beyond de minimis issues, effective immediately. The Solicitor will send an email summarizing any nuances.

Engineer – Report received.

Fire / EMS Providers	Report Received Yes	Report Received No	Comments
Palisades Regional Fire Rescue	<input checked="" type="checkbox"/>		See Below
Richlandtown Fire Co		<input checked="" type="checkbox"/>	
Richland Fire & Rescue		<input checked="" type="checkbox"/>	
Haycock Fire Co		<input checked="" type="checkbox"/>	
Coopersburg Fire Co		<input checked="" type="checkbox"/>	
UBREMS/St. Luke's		<input checked="" type="checkbox"/>	See Below
Upper Saucon EMS	<input checked="" type="checkbox"/>		

PRFR – Mr. Ryker raised concern that the Township was omitted from the list of contributing townships on page 13 of the audit. The Board requested a copy of the Fire/Rescue budget from the Township Manager.

UBREMS/St. Luke's – The service is currently managed and controlled by St. Luke's, though the formal transition and closing of the UBREMS books by the state is not anticipated until around July 2026.

OTHER BOARD COMMENTS

Planning Commission – The Commission tabled the discussion on the scenic overlay ordinance and the proposed event venue ordinance until the March work session. They decided to rely on existing ordinances (noise, parking) for event venues rather than creating new, potentially conflicting, rules.

Parks & Land – No meeting held in the last month.

Environmental Advisory Council (EAC) – No meeting held in the last month.

Historical Commission – The Historic Commission does not currently exist in full quorum but can deliver an application for membership so the Board can review and approve a new member at the next meeting, allowing for the commission to function by January 2026.

Water Authority – Addressed in meeting agenda.

CORRESPONDENCE

The Board acknowledged correspondence from Carla Sessions, and the Springtown Water Authority regarding record storage.

PUBLIC COMMENT

No additional public comment.

BOARD MEMBER COMMENTS

Ms. Yearwood – Paradigm database public gathering spaces (more than 20 people) have been entered into the GIS system and shared with pipeline operators.

Mr. Kade – He and Ms. Yearwood are working to update the 13-year-old Emergency Management Plan. The Township Manager will contact Barry Isett & Associates to get a quote for professional Emergency Management Coordinator Services, as the position requires specific training and Governor approval.

Mr. Long – Continues work on the Property Code. The Solicitor confirmed that the Township has broad discretion to adopt its own code, use the International Property Maintenance Code (IPMC), or use aspects of it, noting that most municipalities choose to exclude interior maintenance issues.

ADJOURNMENT

Motion by Mr. Ryker, seconded by Mr. Long, and unanimously carried to adjourn the public meeting at 9:16 PM

EXECUTIVE SESSION

To be held following the public meeting.

Respectfully submitted,



Rich Pursell
Township Manager