

Springfield Township, Bucks County

**Board of Supervisors**

**MINUTES**

**November 12, 2019**

**Supervisors Present:** Jim Nilsen, Tony Matzura, Rob Zisko and Jim Hopkins.

**Also, present:** Scott MacNair, Esq. (Township Solicitor), Jason Wager (Interim Township Manager) and Debra Godshall (Secretary/Treasurer).

Chairperson Nilsen called the meeting to order at 7:30 pm and announced the Board held an executive session for personnel matters prior to the meeting.

**Approval of Minutes**

Motion by Mr. Zisko, seconded by Mr. Matzura and carried 3-0 approving the October 22, 2019 Minutes as presented with Mr. Hopkins abstaining for not participating at the meeting in which he was appointed.

**Public Comment**

No public comment was given.

**Business**

**Accept the appointment to Park & Land Preservation Committee** – The Board reviewed the application for Jerry Fritz. Motion by Mr. Hopkins, seconded by Mr. Nilsen and unanimously carried appoint Mr. Fritz to the Park and Land Preservation Committee. The Board welcomed Mr. Fritz.

**Township property - Flag Area**—The Board discussed the issues of how area around the flag pole at the Township building has been maintained. The consensus of the Board was to redo the area when the sidewalk is replaced in spring, with a rededication on Memorial Day. The Township staff was directed to contact EAC and Park & Land Preservation committees for help.

**Acknowledge & accept resignation form Township Manager/Zoning Officer**—Motion by Mr. Hopkins, seconded by Mr. Zisko and unanimously carried acknowledging the voluntary resignation of Michael Brown as Township Manager and Zoning Officer; and further, accepting the terms of the separation agreement as agreed upon by the Township Board of Supervisors and with Mr. Brown.

**Accept Road Master retirement and Post Job**—The Board acknowledged the great job Rich Pursell, Sr. has done for the Township over his 22 year of Township service and his ability to turn an old truck into a new truck. Motion by Mr. Zisko, seconded by Mr. Matzura and unanimously carried accepting Rich Pursell's resignation as Springfield Township Roadmaster and further, authorize the posting of the Roadmaster position by the Interim Township Manager.

**Post Job for Township Manager/Zoning Officer**—The Board noted Dave Nyman, Manager of Upper Makefield Township, will assist with the posting, candidate search and interviews for the Township

Manager and Zoning Officer position. Motion by Mr. Hopkins, seconded by Mr. Zisko and unanimously carried to post the Manager and Zoning Officer's position. Mr. Nilsen stated the Board would hold an executive session on Tuesday, November 19 at 6:30 pm to discuss candidates for the Roadmaster position.

**Resolution 2019-07; Appointment of Zoning Officer**— Motion by Mr. Zisko, seconded by Mr. Matzura and unanimously carried adopting **Resolution 2019-07** appointing Barry Isset & Associates, Inc. as Zoning Officer on a temporary basis until the Township hires a new Manager/Zoning Officer.

**Chief's PC upgrade to Laptop**— Motion by Mr. Nilsen, seconded by Mr. Zisko and unanimously carried authorizing the replacement of the Police Chief's PC to a laptop & docking station so he can remote in from anywhere and further relocate his PC within the department.

**Ag Security Application for TMP** – Motion by Mr. Zisko, seconded by Mr. Matzura and unanimously carried accepting the application for Ag Security for parcel #'s **42-022-014-001**, **42-017-117**, and **42-017-017-002**

**Authorize Historic Commission to conduct Historic Resource Survey** – The Board discussed the Historic Commission's request to re-identify/reclassify all standing structures including outbuildings, utilizing the existing survey as a guide. The Board also discussed Gallows Hill Cemetery and the Historic Commission request to remove trees and maintain the site. The Board directed the road department to contact a tree service and budgeted \$2,000 for the Historic Commission in the 2020 budget.

**Discussion on additional space for UBREMS** – UBREMS would like to use a garage to keep an old ambulance in a secure area for a backup vehicle. It was noted by Mr. Nilsen that all expense associated with the housing of the backup vehicle will be paid for by UBREMS. The Board directed the Solicitor to draft a lease and/or memorandum of understanding with UBREMS noting that UBREMS must have insurance coverage. Motion by Mr. Hopkins, seconded by Mr. Zisko and unanimously carried authorizing Mr. Nilsen to work with the Township Roadmaster to locate a space at no cost to UBREMS.

**Approve Township Auditors fee schedule for 2020** – Motion by Mr. Hopkins, seconded by Mr. Zisko and unanimously carried authorizing the Township Manager to sign the agreement for Audit Services for the 2019 Fiscal period with Hutchinson, Gillahan & Freeh, P.C. and accept their fee schedule.

**2020 Budget** – The Board reviewed and discussed the proposed 2020 Fiscal Year budget as presented by Mr. Wager. Motion by Mr. Zisko, seconded by Mr. Hopkins and unanimously carried to advertise the Fiscal Year 2020 Proposed Budget of \$2,382,061 for the General Fund, \$298,001 for the State Fund and \$214,500 for the Capital Reserve Fund to be adopted at its December 10th meeting.

### **Public Comment**

**Frank Hollenbach**, 600 Rocky Valley Road, thanked the Board accepting Mr. Fritz as a Park and Land Preservation Committee member.

**Sue Ziegler**, 2480 Deer Trail, would like to see the meeting held at Zion Hill two times a year, just not during budget time. She also thinks the Board should hold their executive sessions downstairs so the residents can access the building and not have to wait outside.

## **Supervisor Comments**

No comment was given.

Meeting adjourned at 9:50 pm.

Respectfully submitted,

Debra Godshall

Secretary/Treasurer