

**Board of Supervisors**

**MINUTES  
OCTOBER 25, 2022**

**IN-PERSON/VIRTUAL MEETING**

**Supervisors Present:** Jim Hopkins, Tony Matzura, James Nilsen, and Raymond Kade.

**Also present:** Jason Wager (Township Manager), Lisa Gerhart (Secretary), Michael McDonald (Chief of Police), and Scott MacNair, Esq. (Township Solicitor).

Mr. Hopkins called the meeting to order at 7:30 p.m. and opened with the Pledge of Allegiance.

Mr. Hopkins announced the Board held an executive session before the meeting to discuss real estate and personnel. He announced they would continue the session after the public meeting adjourns.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Mr. Hollenbach, 600 Rocky Valley Road, thanked the Road Crew for assisting with tree and sign issues.

**FINANCIAL REPORT**

Mr. Wager discussed the financials. The consensus of the Board was to accept the report as presented.

**Fund Balances as of September 30, 2022**

General Fund	\$ 981,198.40	COVID Relief Fund	\$233,970.14
Open Space Fund	\$ 586,794.84	Liquid Fuels Fund	\$342,373.12
Escrow Fund	\$ 472,157.15	Street Light Fund	\$5,612.17
Capital Reserve Fund	\$ 646,082.62	Act 537 Escrow Fund	\$469,970.14

**PAYMENT OF BILLS**

(August 19, 2022 – September 23, 2022)

General Fund	\$141,424.98	Open Space Fund	\$4,500
Capital Reserve Fund	\$15,213.88	Liquid Fuels Fund	\$4,591.80
Escrows	\$3,715.64	Street Light Fund	\$412.36

Motion by Mr. Kade, seconded by Mr. Nilsen and unanimously carried approving payment of bills from September 24, 2022 – October 21, 2022.

**APPROVAL OF MINUTES**

Motion by Mr. Ryker, seconded by Mr. Nilsen and unanimously carried approving the September 12, 2022, September 21, 2022, and September 27, 2022, minutes, as presented.

**BUSINESS ITEMS**

**Present COA to STEM Club from Spring event** – The Board recognized Mr. Hollenbach to discuss the agenda item. Mr. Hollenbach showed a slide show from April 22, 2022. In the spring, on Earth Day, The Palisades High School STEM club planted trees at Peppermint Park. Mr. Hopkins presented a certificate of appreciation and took a photo with the students and STEM teacher, Mr. Dylan Fedell. Mr. Ryker mentioned the EAC and Parks and Land Preservation Board have opportunities for the high school students to fulfill their community

service requirement. Ms. Yearwood from the EAC also mentioned they have a scholarship they offer for students as well. The Board thanked the students and teachers for their work.

**New signs presentation to EAC for re-launched Birdtown** – Ms. Yearwood and Ms. Scattergood were present from the EAC to present to the Board the new Birdtown signs given to the Township. The signs have the new Birdtown logo. There are two which will replace two of the older signs which are already out in the Township. There will be a resolution presented to the Board in the near future for them to sign regarding relaunching the Birdtown program.

Mr. Hopkins said there is an item to be added to the agenda. Mr. Wager advised the public works director and department plans to replace the pipe on the Township property for the stormwater project, but the cost of the stone needed for the backfill of the drainage pipe was not part of the approval when the Board authorized purchase of the culvert pipe.

Motion Mr. Kade to add the business item to the agenda, seconded by Mr. Nilsen and unanimously approved adding the stone purchase for the Township property stormwater project.

Motion by Mr. Kade, seconded by Mr. Nilsen and unanimously carried allowing the Public Works director to purchase the stone for the project not to exceed \$20,000 and further for the cost to be paid out of the ARPA (COVID Relief) funds.

**Berkheimer(LST Tax) resolution adding Treasurer** – Mr. Wager discussed the need to authorize the new Treasurer to be able to deal with Berkeimer regarding LST taxes.

Motion by Mr. Matzura, seconded by Mr. Ryker and unanimously carried adopting **Resolution 2022-20** appointing the Township Manager and/or Township Treasurer as its authorized representative to make requests upon and receive any and all tax information and records from Berkheimer, relative to the collection of taxes for Springfield Township.

**Donation from Gasket Goons** – Mr. Wager advised the Springfield Township P.D. participated in the Gasket Goons event at Silver Creek Athletic Association. They help every year with traffic and crowd control.

Motion by Mr. Nilsen, seconded by Mr. Matzura, and carried 4-0 acknowledging the donation of \$1,000 from Gasket Goons with \$225.66 to purchase traffic control items to aid in the organization and flow for future large events in Springfield and \$774.34 to cover reimbursement of for overtime worked for the event. Mr. Ryker abstained from voting on the matter due to his personal involvement in the organization which hosted the event.

**Fire Police Request – Riegelsville Borough** – Mr. Wager acknowledged the request made by Riegelsville Borough for their event on November 26<sup>th</sup>, 2022 for fire police. The board discussed if they are allowed to authorize the fire police due to the new Palisades Regional Fire Department. Mr. MacNair, advised the board to still vote on allowing them as they were sworn in by this entity and no revoke has happened.

Motion by Mr. Nilsen, seconded by Mr. Kade and unanimously carried authorizing the fire police to be at the event.

**Acceptance of CPA Auditor 3 year agreement** – Mr. Wager presented the audit proposal from Hutchinson, Gillahan & Freeh, P.C. for the fiscal years ending 2022, 2023, and 2024. He advised he asked for that in a three year stretch for budgetary purposes.

Motion by Mr. Nilsen, seconded by Mr. Matzura and unanimously carried to accept the 2022, 2023, and 2024 3 year audit proposal presented in the amount of \$12,150, \$12,550 and \$12,850 respectively as outlined in their letter dated October 6, 2022 and further authorize the Township Manager to sign the agreement.

### REPORTS / COMMENTS

**Zoning** – A report was received and is on file. Mr. Wager advised he and Ms. Gerhart are working on code enforcement more vigorously.

**Police** – A report was received and is on file. Chief McDonald said Officer Milton will be at Springfield Elementary School Saturday for National Drug Take back day.

**Public Works** – A report was received and is on file.

**Solicitor** – A report was received. Mr. MacNair advised he is pleased with some code enforcement action and a property clean up recently.

**Engineer** – A report was received and is on file.

**Planning Commission** – No report was given. It was discussed that the Board of Supervisors will attend the Planning Commission's next meeting to discuss SALDO, special events and other topics for both entities to be on the same page about. Mr. Hopkins advised he will not be present at that meeting due to a conflict.

**Parks & Land Preservation Board** – No report was given. Mr. Frank Hollenbach was present and discussed 130 trees only the Rail Trail that he determined need to be removed. It was mentioned to see funding from the County Commissioners regarding that project.

**EAC** – No report was given.

**Historic Commission** – No report was given.

### CORRESPONDENCE

Board Correspondence was accepted as presented. Mr. Wager commented on a resident complaint off Cutoff Road about no speed limit sign posted and the amount of truck traffic. Chief McDonald agreed to put speed board sign on the road and collect data on the speeds down that road and determine a safe running speed.

### PUBLIC COMMENT

Mr. Hollenbach, 600 Rocky Valley Road, said the Historic Commission is hosting a Limekiln speaker at a local church. He said he couldn't remember the date but would get it to Ms. Gerhart for publication.

### BOARD MEMBER COMMENTS

Mr. Nilsen said November 6, 2022 is the pancake breakfast at Springtown Fire house. He said the parade in Springtown is at 1 p.m. Chief McDonald said he and his officers will be in it and have candy for the children. Mr. Kade said he would like to be apart of the parade as well. Mr. Ryker asked if Silver Creek Athletic Club can have the honor of taking the Township's flags through the parade. The board was in agreement. Mr. Matzura reminded everyone to vote on November 8, 2022.

Mr. Wager discussed the next Board work session on the budget will be November 15, 2022 at 3 p.m. It will be advertised. Mr. Wager said the ride along between the Board and the Public Works director and he will be on November 4, 2022.

**ADJOURNMENT**

Motion by Mr. Matzura, seconded by Mr. Ryker, and unanimously carried to adjourn the meeting at 8:42 p.m.

Respectfully submitted,

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Lisa Gerhart  
Secretary