

**Board of Supervisors**

**MINUTES**

**February 27, 2024**

**IN-PERSON MEETING & CONDITIONAL USE HEARING**

**Supervisors Present:** Bill Ryker, Pete Kade, Jim Hopkins, Dave Long and Lorna Yearwood.

**Also present:** Rich Pursell (Township Manager/Public Works Director), Lisa Gerhart (Secretary), Tim Fulmer (Township Engineer), Scott MacNair, Esq. (Township Solicitor) & Michael McDonald (Chief of Police).

Mr. Ryker called the meeting to order at 7 p.m. and opened with the Pledge of Allegiance. Mr. Ryker advised the Board will meet in executive session after this meeting to discuss potential litigation & personnel. Mr. Ryker discussed the Conditional Use hearing listed the third agenda item tonight as the BOS has two agenda items to handle beforehand. Mr. Ryker also mentioned tomorrow night's Comprehensive Plan Public Comment meeting at the same venue and hopes residents present tonight will be back tomorrow.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Mr. Dennis Galla, 2094 Pleasant View, gave comment on his concern with truck and speed enforcement on Pleasant View Road. Chief McDonald stated he would collect more data on the issue.

**FINANCIAL REPORT**

Mr. Ryker stated the financial report and balances are posted. Motion made by Mr. Kade, seconded by Ms. Yearwood and unanimously approved the financial report as presented.

Fund Balances as of January 31, 2024

General Fund	\$448,641	COVID Relief Fund	\$251,022
- CD General Fund	- \$237,000		
Open Space Fund	\$476,539	Liquid Fuels Fund	\$183,965
- CD Open Space	-\$125,000	- CD Liquid Fuels	- \$125,000
Escrow Fund	\$439,950	Street Light Fund	\$3,415
Capital Reserve Fund	\$477,934	Act 537 Escrow Fund	\$87,176
- CD Capital Reserve	-\$237,000		
Dedicated EMS	\$1,276	Dedicated Fire	\$29,566
General Fund Reserve	\$326,902		

**Payment of Bills**

(January 16, 2024 – February 15, 2024)

General Fund	\$91,235	Open Space Fund	\$0
Capital Reserve Fund	\$5,731	Liquid Fuels Fund	\$20,835
Escrows	\$5,154	Street Light Fund	\$591
PLGIT Credit Card	\$2,776	Dedicated EMS Fund	\$0
Dedicated Fire Fund	\$0		

Mr. Long questioned two bills that were related to the Police Department. Motion by Mr. Hopkins, seconded by Mr. Kade, and unanimously approved the payment of bills from January 16, 2024 - February 15, 2024.

### APPROVAL OF MINUTES

Motion by Mr. Kade, seconded by Mr. Hopkins and unanimously carried approving the January 2, 2024, minutes. Motion by Mr. Kade, seconded by Ms. Yearwood and unanimously carried approving the January 23, 2024 minutes.

### BUSINESS ITEMS

**Cooks Creek Subdivision** – Mr. Tim Fulmer, Township Engineer, and Mr. Heath Machamer, applicant Engineer were present to discuss the project. Mr. Fulmer gave a summary of the subdivision. He advised the Planning Commission gave their approval on February 7, 2024. The only new addition since the Board of Supervisors last saw the plan, was a crosswalk installed by cluster mailboxes. Also, lampposts will be installed at the end of each driveway in lieu of streetlamps which had been previously discussed. Mr. Machamer advised they received their DEP Sewage planning module permit, NPDES permit, and the HOP permit is to be issued on March 1, 2024. They are working with 2 more residents to move their fences which are encroaching on the subdivision property. Mr. Ryker confirmed with Mr. Machamer the street name as Sunrise Drive that will be installed. Ms. Yearwood questioned if there would LED streetlights and Mr. Machamer stated yes, PPL gives the requirements on the streetlights. Ms. Yearwood asked about stormwater enforcement and Mr. Fulmer explained the Township's ability to enforce stormwater management. Motion made by Mr. Hopkins, seconded by Mr. Kade, and unanimously approved to authorize the final plan approval of the Cooks Creek Subdivision, as outlined in the Township Engineer's letter dated February 8, 2024.

**Municipal Building Addition/Renovation** – Mr. Hopkins discussed the termination of contract with previous Architect Joel Petty. Solicitor MacNair advised he recently got a number for final services from Mr. Petty only a few hours ago. That will need to be discussed further at another time. Mr. Jim Linske of Phillips & Donovan Architects was present to discuss the proposal the Board recently received to complete the building addition and renovation at the Municipal Building. Mr. Hopkins discussed that ARPA money would be used for this project. Mr. Ryker asked Mr. Linske if a lot of other municipalities are using ARPA for renovations, and he said he's seen a good amount. Mr. Long advised he would need more solid numbers to make a decision on if he would be in favor of the addition. Ms. Yearwood asked about "green" options. Mr. Linske stated they are LEED certified and most recommendations are now environmental industry standards. Business item to be discussed further at a future meeting once Mr. Linske revises the proposal.

**Conditional Use Hearing-3100 School Road** - At 7:30 p.m., Solicitor Scott MacNair, Esq., continued the conditional use hearing regarding Haycock Ministries located at 3100 School Road. The hearing was held in person at the Springtown Fire Company for which there was a court reporter present to transcribe the hearing.

Andrew Griffin, Esq. called the following witnesses: Mr. Stephen Dadio and Ms. Carla Sessions.

The Board of Supervisors announced the next conditional use hearing would be held on Tuesday, March 12, 2024 at 7 p.m. at the same location – Springtown Fire Company. The hearing was adjourned at approximately 9:55 p.m.

**Kathy Babb Citation – Resolution 2024-05** Citation for Kathy Babb was read by Mr. Ryker. Motion made by Mr. Hopkins, seconded by Mr. Kade and unanimously approved issuing a citation to Ms. Kathy Babb.

**Amy's walk/ride/run** – Motion made by Mr. Hopkins, seconded by Mr. Kade and unanimously approved to authorize the use of Springtown Fire Company Fire Police, a division of Palisades Regional Fire Company, at the Amy's Ride/Run/Walk 2024 scheduled for May 18, 2024.

**Appointment to Planning Commission** - Four (4) residents were interviewed by the Board of Supervisors in executive session prior to the January 23, 2024 meeting. Applicants that were not selected were notified. Motion made by Ms. Yearwood, seconded by Mr. Kade, and unanimously approved to appoint Mr. Neil O'Brien to the Planning Commission for a term ending 12/31/2027.

**Appointments to EAC** - Both residents were interviewed by the Board of Supervisors in executive session prior to the January 23, 2024 meeting. Motion made by Mr. Kade, seconded by Ms. Yearwood, and unanimously approved to appoint Ms. Kimberly Hirschman to the EAC for a term ending 12/31/2024 and to appoint Ms. Arianne Elinick to the EAC for a term ending 12/31/2026.

**Website Discussion** – Three quotes were acquired regarding a new website for the Township. Mr. Long questioned if any of them have counters and Mr. Ryker advised all three do. Motion made by Mr. Ryker, seconded by Mr. Hopkins, and unanimously approved to accept the proposal from Catapultweb for the redesign/upgrade of the Townships website for the annual fee of \$2,400.00.

**BCATO Intern / Grant Opportunity Discussion** – BCATO has an internship program. There are usually two positions annually that BCATO supports. They would give \$2,500 and the township would pay the rest of the wage. Mr. Ryker acknowledged the Township could always use the help so long as it is the “right” person. Mr. Long said interns can be labor consuming as they require someone to oversee them and their projects. Mr. Kade questioned the pay of the intern. Mr. Long questioned if this intern would replace the part-time person listed in the 2024 Budget, to which everyone agreed it would not. Mr. Hopkins advised there are a lot of administrative details to work out. Mr. Pursell and Ms. Gerhart will generate a list of possible intern tasks this week.

**Resolution 2024-06 – Amendment for Conduct at Meetings** – Solicitor MacNair advised due to the new case law regarding the Sunshine Act regarding amending an agenda, the previous resolution regarding BOS meeting protocol needed to be revised. Motion made by Mr. Hopkins, seconded by Mr. Kade, and unanimously approved to adopt **Resolution 2024 - 06** regulating the conduct and order of business at Board of Supervisors meetings.

**DCED Map Grant** – Mr. Hopkins advised this is through the Municipal Assistance Program (MAP). This would be a supplement to the existing Springfield Township Comprehensive Plan. The grant would supply planning studies to understand opportunities and potential sites for housing, businesses/commercial, infill development, adaptive reuse of structures, and improved connectivity/streetscapes. Mr. Ryker asked if Springfield would own the grant language after this to which the answer was yes. Mr. Long advised the Township doesn't need more studies as there are already Village studies, and other studies. Ms. Yearwood stated this is a good way to get some things accomplished off the Comprehensive Plan. Motion made by Mr. Long, seconded by Mr. Hopkins, and unanimously approved move to authorize Michael Baker International to prepare, review and submit the DCED map grant application, with a cost not to exceed \$8,000.

**Garage Fireproofing** -Mr. Pursell stated this topic was brought up at a previous public meeting. He stated the fumes from Public Works garage seem to be entering the Police Department. Mr. Pursell reached out for a quote to seal (fireproof) the wall to mitigate the fume issue. The quote includes the Road Department moving everything away from the wall beforehand. Motion made by Mr. Ryker, seconded by Mr. Kade and unanimously approved to accept the proposal from Philo Insulation for the fireproofing of the wall between the Public Work's garage and the Police Department at a cost of \$4,280 out of the ARPA fund.

**BOS/PC Joint Meeting Discussion** – Due to the next few upcoming BOS meeting dates with Conditional Use Hearing and the need for the April 23, 2024 meeting needing to be scheduled, this item will be discussed at a future meeting.

**REPORTS / COMMENTS**

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

**Police** – A report was received and is on file. Chief McDonald gave an update on the hiring process for a new police officer. He advised after the last meeting, and looking over the hiring policy, no changes were needed to the protocol. Mr. Ziegler, Deer Trail and Peppermint Road, said the new stop sign installed on Peppermint Rd helped slow down traffic.

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

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

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

**Planning Commission** – No report given.

**Parks & Land Preservation Board** – No report given.

**EAC** – No report was given. Ms. Lorna Yearwood stated the EAC didn't meet in February.

**CORRESPONDENCE**

None.

**PUBLIC COMMENT**

None

**BOARD MEMBER COMMENTS**

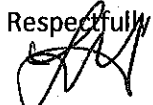
None

**ADJOURNMENT**

Mr. Ryker noted there will be an executive session held after this meeting to discuss litigation matters and personnel.

Motion by Mr. Kade, seconded by Ms. Yearwood, and unanimously carried to adjourn the meeting at 11:00 p.m.

Respectfully submitted,



Lisa Gerhart  
Secretary