

Minutes  
Springfield Township Supervisors Meeting  
December 8, 2025

**CALL TO ORDER** Meeting was called to order at 7:00 p.m. In attendance were supervisors Jeff Eaton, and Eric Taylor; Solicitor Gery Nietupski and Meredith Borstorff, secretary. Luke Weldon was absent.

**MINUTES** Jeff Eaton moved to approve minutes of the November 10 regular meeting. Seconded by Eric Taylor; passed by unanimous roll-call vote. Eric Taylor moved to approve minutes of the November 10 budget meeting. Seconded by Jeff Eaton; passed by unanimous roll-call vote.

**TREASURER'S REPORT As of 12/8/25** Total Assets: General Fund -- \$495,099.50; Liquid Fuels -- \$12,910.88. Jeff Eaton moved to approve the Treasurer's Report (subject to audit); seconded by Eric Taylor; passed by unanimous roll-call vote.

**BILLS** Payment of the bills on the bill list were unanimously approved by a roll-call vote upon a motion by Eric Taylor and seconded by Jeff Eaton. Bills as follows: GF \$9,782.97, LF \$3,291.54, P-card \$511.28, and \$6,859.92 paid during the month.

**CORRESPONDENCE**

*MacDonald, Illig, Jones, & Britton, LLP (via Gery Nietupski)* – Notice of the Properties for the Lien Free Tax Sale (12/2/25). Last sale of the year. There are two properties in Springfield Township. One at the Happy Valley Trailer Park and a vacant parcel on Colby Drive.

*Erie County Planning* – Notice that the Erie County Solid Waste Management Plan (last adopted in 2015) will be updated. They will inform the township of the progress and request input when necessary.

**PUBLIC COMMENT**

Jeff & Ronda Shreffler presented the BOS with information regarding their mailbox. Eric Taylor moved to add Shreffler's request to the agenda for consideration under "New Business". Jeff Eaton seconded; passed unanimously.

**ADMINISTRATIVE ACTION:**

*Resolution R2025-010* – At the November meeting, the estimated equipment cost was \$198,000. After receiving the quotes from Stephenson Equipment, the amount was changed to \$195,890. The resolution needed to match the quote for submittal of the LSA Grant application. Jeff Eaton moved to accept the change to the resolution. Eric Taylor seconded; passed by unanimous, roll-call vote.

*Tax millage letter to Michael Woytek/Assessment* – Jeff Eaton moved to send letter advising of township millage for Real Estate & Fire/EMS tax for 2026. There is no increase for 2026. Eric Taylor seconded; passed by unanimous, roll-call vote.

*2026 Budget* -- Has been available for public inspection since November 12, 2025. No questions were raised. Eric Taylor moved to adopt the 2026 budget as presented. Jeff Eaton seconded; passed by unanimous, roll-call vote.

## **STAFF/COMMITTEE REPORTS**

*Roadmaster* – Plowing! Some maintenance on equipment between plowing. Filled potholes on gravel roads.

*Zoning Officer* – Issued two permits for various structures. Permit fees received for the month: \$100.

*Bicentennial Park* – Bill Marino reported that the 2025 checklist is 80% complete. It was a very active year with Little Gridders and Little League. He will work to get an updated checklist for 2026.

## **OLD BUSINESS**

*LSA Grants* – Meredith & Jeff re-submitted updated applications for the Raccoon Park improvements and the equipment purchase. The awards for the 2024 applications was pushed back to Jan. 2026. The awards for the 2025 applications are anticipated for November, 2026.

*Shannon Miller (12220 Main St)* – Gery stated that he had spoken with Shannon's attorney (Rhodes) earlier in the day and he indicated that Shannon would be presenting a revised zoning permit application for consideration. Shannon indicated that she was submitting "the same" application. She felt that the zoning permit should be approved as is and asked the BOS to approve it at tonight's meeting. Gery told her that we would review the application and follow-up with her attorney.

## **NEW BUSINESS**

*Jack Clark/Dave McLellan* – Springfield Heights/Warren Sub-Division (near Rte 6N & 20). Jack is the proposed buyer/developer of the property. Dave is being contracted by Jack to develop the road ROW. They would like to develop the road close to the township requirements in hopes that the township will one day take over the road. Dave indicated that he has been in contact with both the Health Department and DEP regarding potential septic solutions. It had been suggested that some of the parcels be combined to accommodate a small flow system. He had also been in contact with Joseph Hudson (Conservation District) to discuss wetlands. He suggested that Neil Parker (biologist) do a wetland delineation and perc testing of all of the property. It was also suggested that they potentially start development from West Lake Rd, where there (likely) is no wetland to consider. The BOS indicated that the north parcel would have to be sub-divided and that septic planning/approvals would need to be in place in order to do so. Jeff indicated that he would get with the township engineer to put something in writing for current specifications to develop a road. The BOS also told Jack that stormwater management planning needed to be done for the entire road and that each parcel (as developed) also needed to have SWM planning/approvals in place.

*Jeff & Ronda Shreffler* – The BOS reviewed Shreffler's documentation of events pertaining to the placement of their mailbox, including a request for confirmation of details pertaining to the placement of their mailbox for their Huntley Rd. property. The mailbox is 19' from the center of the road to the back side of the mailbox. Jeff & Eric were both present upon inspection. After review of the information, Jeff Eaton moved to provide a letter to confirm agreement of the information as presented to the BOS. Eric Taylor seconded; passed by unanimous, roll-call vote.

**PUBLIC COMMENT** None.

**EXECUTIVE SESSION** -- The BOS entered executive session at 7:44 p.m. to discuss ongoing legal matters.

**ADJOURN** After re-convening at 7:54 p.m. and with no further business, the meeting was unanimously adjourned.

Respectfully submitted,  
Meredith L. Borstorff, Township Secretary