

Minutes
Springfield Township Supervisors Meeting
February 10, 2025

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

MINUTES Jeff Eaton moved to approve minutes of the January 6, 2025 Organization meeting. Seconded by Eric Taylor; passed by unanimous roll-call vote. Luke Weldon moved to approve minutes of the January 6, 2025 regular meeting. Seconded by Jeff Eaton; passed by unanimous roll-call vote.

TREASURER'S REPORT As of 2/10/25 Total Assets: General Fund -- \$642,220.10; Liquid Fuels -- \$10,429.98. Jeff Eaton moved to approve the Treasurer's Report (subject to audit); seconded by Luke Weldon; 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 Luke Weldon and seconded by Eric Taylor. Bills as follows: GF \$32,937.81, LF \$655.09, P-card \$1,278.09 and \$7,158.25 paid during the month.

CORRESPONDENCE

Tax Collector: Annual Reconciliation report (\$8,396.84, \$2,911.62 & \$1,819.98 sent to Tax Claim Bureau for uncollected Municipal, Fire, & EMS taxes, respectively) Luke Weldon moved to accept. Eric Taylor seconded; passed by unanimous, roll-call vote.

Elected Auditors: 2024 Records were reviewed for Dist. Magistrate, Zoning Permits, Real Estate Tax, Raccoon Park rentals. No discrepancies found.

Elected Auditors: Minutes of approved Organization meeting provided.

Elected Auditors: draft Minutes of Feb. 3 meeting provided.

Tax Claim Bureau: Distribution of September 2024 upset tax sale.

Department of Health: Small Flow Sewage Treatment Facility Oversight Program – Annual report for July 1, 2023 – December 31, 2024.

PUBLIC COMMENT Mollie Bennett from the Albion Public Library provided the BOS with material on the library activities for 2024. This included information on the various fundraisers and programs for 2024, along with their income statement.

ADMINISTRATIVE ACTION:

Co-Star Salt Contract Jeff Eaton moved to make application by deadline of March 15 for 110 tons. This is an increase from the past several years (80T). We will need to consider expanding our storage capacity. We are required to use a minimum of 60% of our contract (max 140%). We are already above the maximum. A greater storage capacity will provide some flexibility. Luke Weldon seconded; passed by unanimous, roll-call vote.

2025 Seal Coat Bid – Luke Weldon moved to participate with the Harborcreek joint municipal bid for 116,200SY. Eric Taylor seconded; passed by unanimous, roll-call vote. This was a reduction from our original plan (127,000SY). Due to the winter maintenance costs, this had to be reduced. If the bid comes in low enough, we may be able to increase this.

Bids through EACOG 44T of cold patch and 550T 9.5mm hot mix (mixed with RAP & fiber). Luke Weldon moved to participate with the EACOG bid process. Jeff Eaton seconded; passed by unanimous, roll-call vote. (deadline 2/21/25)

Erie County Emergency Management – Emergency Equipment Use Agreement. Jeff Eaton moved to make all three supervisors "Authorized Resource Requesters". Eric Taylor seconded; passed by unanimous, roll-call vote.

<p>pennsylvania DEPARTMENT OF TRANSPORTATION BUREAU OF MUNICIPAL SERVICES</p> <p>MS-339 (Rev 10/12)</p>	<p>APPLICATION FOR COUNTY AID</p>	<p>PROJECT NUMBER: 25-25215-001</p> <p>REVISION NUMBER: 0</p>
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SECTION 1: To be completed by Municipality. Upon completion submit to the County.

THEREFORE BE IT RESOLVED, that we, the Officials of Springfield Township Municipality (NAME) Erie County County, Pennsylvania, in Regular Session, do hereby make application to the County for an allocation of County Liquid Fuels Tax Funds.

PROJECT DESCRIPTION: R2025-004
2025 County Aid - Winter/General Road Maintenance

TOTAL ESTIMATED PROJECT COST: \$14,869.00 **ALLOCATION REQUESTED: \$** \$14,869.00

It is certified by the Municipality and the officers who execute this application that all materials used and work done hereunder shall conform to the current Pennsylvania Department of Transportation Specifications and that all work will be done within the legal right of way or with permission of the abutting property owners.

ATTEST: (Seal) **DULY ADOPTED ON (Date):** 02/10/2025

Meredithe L. Borstorff
MEREDITHE L. BORSTORFF
SIGNATURE - SECRETARY/CITY CLERK

Springfield Township
ADDRESS

Signature of Municipal Officials
Luke Weldon
Jeffrey F. Eaton
Erie P. Taylor

SECTION 2: To be completed by County Officials. Upon completion, submit to the PA Department of Transportation.

WHEREAS, the County Officials of ERIE COUNTY County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation Specifications.

LET IT ALSO BE RESOLVED that we do hereby make application to the Pennsylvania Department of Transportation for an Encumbrance of Liquid Fuels Tax Funds for the amount below if not distributed to the Municipality named above by the end of this calendar year.

DULY ADOPTED ON (Date): _____ **ALLOCATION APPROVED: \$** _____

ATTEST: (Seal) **Signature of County Officials**

SIGNATURE - COUNTY CLERK

ADDRESS

SECTION 3: To be completed by the Pennsylvania Department of Transportation.

APPROVED: _____ **DATE:** _____

MUNICIPAL SERVICES REPRESENTATIVE

Lakefront Parks – Jean Ganger will get together with Meredith to do closing paperwork for the ECGRA grant from last year. Jean indicated wanting to hold another function after she finds out the ECGRA grant periods. The BOS did not feel that the previous attempts at fundraising functions successfully indicated holding another. Other possibilities that come to light can be discussed in the future.

OLD BUSINESS

Municipal Gap Program Awards presentation: 2/20/25 @ 11am. Eric will attend. No one has received formal award notification.

NEW BUSINESS None

PUBLIC COMMENT Perry Duncan said that the road crew is doing a good job.

ADJOURN With no further business, the meeting was adjourned the meeting at 7:42 p.m.

Respectfully submitted,
Meredith L. Borstorff, Township Secretary