

**Board of Supervisors**

**MINUTES**

**February 25, 2025**

**IN-PERSON MEETING**

**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/Assistant Zoning Officer), Scott MacNair, Esq. (Township Solicitor), & Michael McDonald (Chief of Police).

Mr. Kade called the meeting to order at 7:00 pm and opened with the Pledge of Allegiance.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

None given.

**FINANCIAL REPORT**

Mr. Kade stated the financial report and balances are posted.

Motion made by Mr. Hopkins, seconded by Mr. Ryker and unanimously approved to accept the financial report as presented.

**Fund Balances as of January 31, 2025**

General Fund	\$ 1,202,600	Act 537 Escrow Fund	\$88,405
- CD General Fund Reserve	- \$237,000		
Open Space Fund	\$ 730,740	Liquid Fuels Fund	\$109,610
- CD Open Space	-\$237,000	- CD Liquid Fuels	- \$236,00
Escrow Fund	\$ 988,713	Street Light Fund	\$2,894
Capital Reserve Fund	\$ 1,207,826		
- CD Capital Reserve	- \$237,000		
Dedicated EMS	\$	Dedicated Fire	\$58,199
EIT	\$	Real Estate	\$11,805
LST	\$	Real Estate Transfer	\$5,610

**Payment of Bills**

(January 16, 2025 – February 15, 2025)

General Fund	\$92,653.04	Open Space Fund	\$0
Capital Reserve Fund	\$97,620.02	Liquid Fuels Fund	\$28,833.00
Escrows	\$3,018.22	Street Light Fund	\$705.36
PLGIT Credit Card	\$2,241.71	Dedicated EMS Fund	\$0
Dedicated Fire Fund	\$0		

Motion made by Ms. Yearwood, seconded by Mr. Ryker, and unanimously approved the payment of bills from January 16, 2025 – February 15, 2025.

### APPROVAL OF MINUTES

Motion made by Mr. Hopkins, seconded by Mr. Ryker and unanimously approved to adopt January 28, 2025 and February 11, 2025 minutes.

### BUSINESS ITEMS

**Amy's Ride/Run/Walk Event** – Mr. Pursell advised this event happens every year in the Township but this year they are not requesting traffic control. Mr. Pursell wanted to make the Board aware of the event and note the correspondence was sent to Chief McDonald and UBREMS.

**Location of Meetings** – Previously the Board discussed the need for another location for meetings, while the Township Building is being renovated. Passer Community Center has approved the Township holding the Board of Supervisors and Planning Commission Meetings, at no cost. Members from Passer Community Center indicated that they are thankful to be collaborating with the Township. ABC meetings will be held in the front conference room of the Township Building that will be unaffected by the construction. The BOS will most likely cancel the Work Session (first meeting of the month) if there is nothing pressing on the agenda.

Motion made by Mr. Hopkins, seconded by Mr. Kade, unanimously approved to move BOS meetings and Planning Commission meetings temporarily to Passer Community Center until Township Building construction is complete.

**7600 Blue Church Road South** - The Public Utility Commission is considering Upper Saucon Township's application to provide water to the Ridge and Valley Rod and Gun Club at 7600 Blue Church Road South. Upper Saucon Township is looking for a letter from Springfield Township confirming that we have no plans to provide a water service for this property. Mr. Hopkins gave some history of the well situation in that area. Mr. Hopkins stated he is worried about other wells in the area. He mentioned Solicitor MacNair writing a letter related to monitoring results of wells in the area and asking for data, for the last 6 months, of well monitoring to be provided to Springfield. Solicitor MacNair will coordinate with Engineer Tim Fulmer on the letter. Solicitor MacNair stated he would work on a draft letter and circulate it to BOS members for approval.

Motion made by Mr. Hopkins, seconded by Mr. Kade and unanimously approved for Solicitor MacNair to draft the requested letter.

**Springtown Water Authority Grant Opportunity** - In the February 3<sup>rd</sup> PSATS Morning News a new round of state grants opened for water, sewer and stormwater systems. Mr. Pursell stated he thought Mr. Kade, Mr. Hopkins and Mr. Cernak (Springtown Water Authority) are interested in working together to get this funding. Mr. Hopkins stated SWA plans to use the funding for capital improvements - generator for firehouse, section of water main, refurbishing pump house heating system, etc. Mr. Long asked if SWA has the funds to do 15% match for this grant. Mr. Kade said they do. Mr. Long pointed out the Springtown Water Authority is not the Townships' responsibility currently and this grant would be on the Water Authority. Mr. Long asked about plan B for the authority when there were no more volunteers. He said there is a way to take the Authority back or sell it. There are options for a service agreement with Hellertown Borough. Mr. Ryker said another small water system may be a good idea to hook up with it. Mr. Ryker brought up the discussion of billing issues with Springtown Water Authority. Mr. Kade said SWA changed billing companies. Ms. Gerhart will print out the comments seen on Facebook regarding issues with billing for the Board. Mr. Long said the SWA should be doing a lot of the repair work now while the volunteers are still there. Ms. Yearwood asked if SWA can use Millenium for the grant. Mr. Long said yes,

then SWA would pay that fee. Again, Mr. Long asked how much money SWA has and if they can use their money for assistance with the grant. Mr. Kade advised they can cover it.

**Discussion on Township Memorialization Policy** – Mr. Pursell advised that Resolution 2018-4 was never signed into effect in 2018. It is unclear why it was never signed and adopted as it was listed on the May 8, 2018 agenda. Parks and Land Preservation Board was under the impression that it was adopted in 2018. The Board has in front of them the Resolution that was presented to the Board in May of 2018 and the second is the Resolution that has been revised by the PLPB more recently. Mr. Pursell said this has essentially been brought back to light over a resident's request for a memorial bench on the rail trail. Mr. Pursell stated there are a few revisions that need to be done on the proposed resolution and clarifying Parks and Land Preservation is an advisory Board and the voting decision comes down to the Board of Supervisors. Solicitor MacNair and Manager Pursell will revise the resolution and get it back in front of the Board for approval.

**Discussion on Accessory Dwelling Units** - The Planning Commission has been working on an Accessory Dwelling Units Ordinance. The final draft has been circulated to the Board of Supervisors for their comments. Mr. Long stated it was listed in the Comprehensive Plan and Planning Commission has been working on it for months. The current zoning for an accessory apartment is attached as well. The revised version has more requirements.

Motion made by Mr. Hopkins, seconded by Mr. Kade, with Mr. Long abstaining and Mr. Ryker opposing, on a vote 3-2, authorizing Solicitor MacNair to establish a draft zoning ordinance amendment regarding the accessory dwelling unit guidelines.

#### REPORTS / COMMENTS

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

**Police** – A report was received and is on file. Chief McDonald said Officer Greco went through aggressive driving training that was part of a grant. Ms. Yearwood asked if there was a policy regarding the body-cameras and Chief McDonald said yes. The Board was happy to read the article written about Officer Melton regarding Black History Month.

**Fire/EMS** – Reports from PRFR, UBREMS and Upper Saucon EMS received. Mr. Nilsen mentioned the BCATO meeting last Saturday regarding EMS.

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

**Solicitor** – A report was received and is on file. Solicitor MacNair mentioned the previous authorization to file a complaint and injunction regarding 876 Passer Road. Solicitor MacNair stated he completed that, and it was filed with the Bucks County Court of Common Pleas today. He said the attempt of service will happen next. Solicitor MacNair stated regarding the Haycock Ministries appeal, the Township has until March 17, 2025, to file their brief.

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

**Planning Commission** – Mr. Long advised the last meeting was cancelled due to weather. He said their next topic to tackle is clarification of the Scenic Overlay District.

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

EAC – No report was given.

**CORRESPONDENCE**

None.

**PUBLIC COMMENTS**

Mr. Bruce Whitesell, Rt 212, wanted to compliment the Road Department because most of the potholes he has hit were on PennDOT roads and not Township Roads.

**BOARD MEMBER COMMENTS**

Ms. Yearwood stated she went back to the gentlemen she was working with regarding solar panels at the Township Building. She said the contractor would finance the panels and pay for them and the Township can pay them off in 7 years once our contracted electricity rate expires. She said the price would be 1.5% increase each year. Ms. Yearwood said she can have him come back and do a presentation about it.

Mr. Ryker said March 2, 2025, is Springtown Fire Company's next breakfast fundraiser.

Mr. Hopkins said the BCATO meeting went well, and we had the largest attendance of any Township who belongs to BCATO.

**ADJOURNMENT**

Mr. Kade noted there will be an executive session held after this meeting to discuss personnel & protection of public safety.

Motion by Ms. Yearwood, seconded by Mr. Hopkins and carried to adjourn the meeting at 8:25 p.m.

Respectfully submitted,



Rich Pursell  
Township Manager