

# BOARD OF SUPERVISORS



## TOWNSHIP OF SPRING

**BERKS COUNTY, PA**  
2800 SHILLINGTON RD.  
READING, PA 19608  
Tel. (610) 678-5393  
Fax. (610) 678-4571  
Website: springtwpberks.org

### MEETING MINUTES JANUARY 28, 2008

**OPENING OF MEETING:** The regularly scheduled bi-monthly meeting of the Board of Supervisors was called to order by Chairman Dallas, at 7:30 p.m. in the Meeting Room of the Municipal Building, located at 2800 Shillington Road, Cornwall Terrace, Berks County, Pennsylvania.

The meeting opened with the Pledge to the Flag.

Upon roll call, Supervisors Collins, Dallas, Kreider, Smith and Vaughan were present. Also present were: James Lillis, Esquire, Leon Mazurie, Lt. Shivers, James Moll, Fire Commissioner Schach, Thomas Bausher, Sheryl Kressler, Scott Anderson, Bill Hanson, Greg Ganikon and Keith Smoker of the Reading Eagle.

**WEST SIDE EMA – PRESENTATION:** Mr. Bausher, EMA Coordinator, presented the Emergency Operations Plan to the Board of Supervisors for review and comment, prior to adoption of the plan. This document should require only administrative changes in the future, unless a major change is indicated by the State or the County. Chairman Dallas commended the cooperative effort demonstrated by Mr. Bausher, staff and participating members of the West Side EMA - West Reading, Wyomissing, Sinking Spring Borough and Spring Township.

#### **OPEN TO THE FLOOR:**

**Bill Hanson, 2619 Garfield Avenue:** Mr. Hanson commented on his previous experience with emergency management.

**MINUTES:** A motion was made by Mr. Vaughan, second by Mr. Kreider, approving the Minutes of January 14, 2008. Upon roll call, all Supervisors voted affirmatively.

#### **OPERATIONS:**

##### **Business Office:**

**Bills for Approval:** Mr. Vaughan made the motion, second by Mr. Collins, approving payment of bills, from various Township accounts, as listed by the Township Treasurer:

General Fund - \$91,143.46  
Street Lighting Tax Fund - \$24,632.50  
Refuse Tax Fund - \$105,003.93  
Sewer District #3 Fund - \$279,429.54

Traffic Impact Fund - \$387.50  
Fire Protection Fund - \$7,811.71  
Capital Fund Account - \$8,396.85

Upon roll call, all Supervisors voted affirmatively.

**Financial Reports:** All Supervisors received copies of the current financial reports.

**Parks and Recreation Department:**

**RFP – Shoener Lake Trail System:** A motion was made by Mr. Vaughan, second by Ms. Smith, authorizing Mrs. Houck to distribute proposals to interested consulting firms for the Shoener Lake Trail site plan. Upon roll call, all Supervisors voted affirmatively with the exception of Mr. Kreider, who abstained.

**Pavilion Roof Replacement – Authorization to Advertise:** A motion was made by Mr. Collins, second by Ms. Smith, authorizing Mrs. Houck to advertise bid specifications for the pavilion roof replacement project at Red Caboose Park and Cacoosing Meadows Park. Upon roll call, all Supervisors voted affirmatively.

**Facilities/Public Property:**

**AED Maintenance Service Agreement, Purchase Order #01687:** Supervisor Collins requested additional information on the cost of the contract. Action was deferred to the next meeting.

**PUBLIC WORKS:**

**Engineering/Planning Department:**

**Roadway Sufficiency Analysis Power Point Presentation – Great Valley Consultants:** In order to begin updating the Traffic Impact Fee Ordinance, a Land Use Assumptions Report was prepared and approved. The next step is the Roadway Sufficiency Analysis, as presented to the Supervisors by Mr. Anderson. Mr. Anderson anticipates the Roadway Sufficiency Analysis will be recommended for approval by the Traffic Impact Study Committee, at their next meeting, for action by the Board of Supervisors. The process will continue with preparation of a Capital Improvements Plan.

**Stor-4-You – Escrow Release No. 3:** As recommended by Great Valley Consultants, a motion was made by Mr. Vaughan, second by Mr. Collins, approving Escrow Release No. 3 for Stor-4-You, in the amount of \$42,523.46, leaving a remaining balance of \$31,288.71. Upon roll call, all Supervisors voted affirmatively.

**Vicari Subdivision – Reaffirmation:** Final approval was granted to this plan in December, 2006. The contractor is interested in entering into an Improvements Agreement at this time. A motion was made by Mr. Kreider, second by Mr. Collins, reaffirming approval of the Vicari Subdivision final plan. Upon roll call, all Supervisors voted affirmatively.

**Reading Hospital, PACH – Stormwater Agreement:** A motion was made by Mr. Vaughan, second by Mr. Collins, authorizing execution of the Stormwater Facilities Maintenance and Monitoring Agreement. Upon roll call, all Supervisors voted affirmatively. This agreement requires the applicant to maintain the on-site stormwater facilities and establishes funding for routine Township inspections.

**Road Services Department/WWTP/Infrastructure Committee:**

**Industrial Compact Hoist – Purchase Order #22:** A motion was made by Mr. Kreider, second by Mr. Collins, approving Purchase Order #22, for a Coffing Industrial Duty Compact Hoist, from Modern Handling Equipment, in the amount of \$2,412.00, to be installed in the new storage building at the Waste Water Treatment Plant. Upon roll call, all Supervisors voted affirmatively.

**Kubota Tractor and Attachments – Purchase Order #01685:** As recommended by the Roadmaster/Director of Public Works, a motion was made by Mr. Kreider, second by Ms. Smith, approving Purchase Order #01685, for a Kubota Diesel Tractor and attachments, from C.H. Waltz Sons, Inc., in the amount of \$23,628.42. Upon roll call, all Supervisors voted

affirmatively. The Kubota tractor is being purchased as a replacement tractor.

**Police Vehicle Car Washes – Purchase Order #01688:** As recommended by the Roadmaster/Director of Public Works, a motion was made by Mr. Collins, second by Ms. Smith, approving Purchase Order #01688, in the amount of \$1,400.00, for unlimited, full service car washes at AutoSpa (Bressler Auto Specialties, Inc.), for fourteen (14) police vehicles, at \$100.00 per car, for the year 2008. Upon roll call, all Supervisors voted affirmatively.

**Office Vehicle Car Washes – Purchase Order #01689:** As recommended by the Roadmaster/Director of Public Works, a motion was made by Mr. Kreider, second by Mr. Collins, approving Purchase Order #01689, for two (2) full service car washes per month for office vehicles at AutoSpa (Bressler Auto Specialties, Inc.), at a cost not to exceed \$1,000.00, for the year 2008. Upon roll call, all Supervisors voted affirmatively.

**Abandonment of On-Lot Sewer Systems:** As recommended by the Infrastructure Committee, a motion was made by Mr. Kreider, second by Mr. Collins, directing the Township SEO/Zoning Officer to enforce, or direct to be enforced, Township Ordinances #53, Section 14, which states “**Every such privy-vault, sinkhole, septic tank or similar receptacle shall be abandoned and, at the discretion of this Township, shall be cleansed and filled, at the expense of the Owner of such improved property, under the direction and supervision of this Township...**” Upon roll call, all Supervisors voted affirmatively. This Ordinance is being enforced due to the impending abandonment of on-lot systems along Old Lancaster Pike. When systems fail and are replaced, such on-lot systems must be abandoned properly to avoid problems in the future.

**Application for Environmental Laboratory Accreditation:** As recommended by the Infrastructure Committee, a motion was made by Mr. Collins, second by Mr. Kreider, approving the completion and submission of the Application for Environmental Laboratory Accreditation, together with an accompanying check in the amount of \$1,200.00, payable to the Commonwealth of Pennsylvania – Department of Environmental Protection. Upon roll call, all Supervisors voted affirmatively. As a result of the efforts of Mr. Rentschler, the WWTP achieved accreditation last June. Chairman Dallas commended Mr. Rentschler on his excellent lab work.

**2007 Sewer Systems Improvement Project – Payment Estimate #3:** As recommended by Gannett Fleming and the Infrastructure Committee, a motion was made by Mr. Kreider, second by Ms. Smith, approving Payment Estimate #3, in the amount of \$93,266.10, payable to Mr. Rehab, Inc., for work performed up to and including December 31, 2007. Upon roll call, all Supervisors voted affirmatively.

**Old Lancaster Pike Sewer Extension – Payment Estimate #1:** As recommended by Gannett Fleming and the Infrastructure Committee, a motion was made by Mr. Collins, second by Mr. Kreider, approving Payment Estimate #1, in the amount of \$158,745.00, payable to Tru-Line Contractors, for work performed up to and including December 23, 2007. Upon roll call, all Supervisors voted affirmatively. Mr. Kreider praised the excellent job performed, to date, by Tru-Line Contractors.

**Old Lancaster Pike Sewer Extension – Change Order #1:** As recommended by Gannett Fleming and the Infrastructure Committee, a motion was made by Mr. Kreider, second by Ms. Smith, approving Change Order #1, from Tru-Line Contractors, in the amount of \$3,300.00, which is a credit to the Township for the purchase of twelve (12) manhole frames and lids at \$275.00 each. Upon roll call, all Supervisors voted affirmatively.

**Gannett Fleming – Proposal:** As recommended by the Infrastructure Committee, a motion was made by Mr. Collins, second by Mr. Kreider, authorizing the appropriate Township officials to execute the Professional Consulting Services Proposal from Gannett Fleming, modifying the original agreement dated February 28, 2002. Upon roll call, all Supervisors voted affirmatively. This proposal will consolidate services provided to the Township by Gannett Fleming and eliminates the retainer.

**Berks Enviro Tech – SEO Services Rate Schedule, Resolution #2008-07:** As recommended by the

Roadmaster/Director of Public Works, a motion was made by Ms. Smith, second by Mr. Kreider, adopting Resolution #2008-07, thereby fixing a schedule of fees for the issuance of sewage permits and land development subdivision modules by Berks Enviro Tech. Upon roll call, all Supervisors voted affirmatively.

**PUBLIC SAFETY:**

**Police Department:** A motion was made by Mr. Kreider, second by Mr. Collins, approving the request from Special Agent Kurt Smith of the Pennsylvania Attorney General’s Office, for the use of office space within the Township Police Department to conduct off-hours investigative activity. Upon roll call, all Supervisors voted affirmatively.

**Bicycle Donations:** A motion was made by Mr. Kreider, second by Mr. Vaughan, approving the donation of thirty-six (36) unclaimed bicycles to Wood-to-Wonderful, Reading, Pennsylvania, a non-profit organization which allows children to restore the bicycles. Upon roll call, all Supervisors voted affirmatively.

**Speed Monitor Trailer:** Lt. Shivers will provide further information on one specific monitor, as requested by Chairman Dallas.

**Body Zone – Public Gathering Application:** A motion was made by Mr. Vaughan, second by Ms. Smith, approving a public gathering permit for Body Zone on February 17, 2008, from 10:00 a.m. to 3:00 p.m., in cooperation with Reading Berks AAA. Upon roll call, all Supervisors voted affirmatively. Body Zone expects approximately 1,500 people over the five (5) hour period.

**Township of Spring Volunteer Fire Department:**

**Fire Chief – Job Description:** As recommended by the Fire Service Committee, a motion was made by Mr. Collins, second by Mr. Vaughan, approving the description for the position of Fire Chief and to place this position in the chain of command for the Township of Spring Volunteer Fire Department. Upon roll call, all Supervisors voted affirmatively.

**Appointment of Fire Chief:** As recommended by the Fire Service Committee, Fire Commissioner Schach and the Deputy Chiefs of the TSVFD, a motion was made by Ms. Smith, second by Mr. Collins, approving the promotion of Michael Roth from Deputy Chief to Fire Chief. His stipend will remain at \$3,000.00/year. Upon roll call, all Supervisors voted affirmatively.

**SOLICITOR:**

**Intergovernmental Cooperation Ordinance #353 (Brecknock Township):** A motion was made by Mr. Vaughan, second by Mr. Collins, adopting Intergovernmental Cooperation Ordinance #353, authorizing the Township of Spring to enter into an agreement with the Township of Brecknock for sewage conveyance and treatment services by the Township for certain properties within the Township of Brecknock. Upon roll call, all Supervisors voted affirmatively.

**OLD BUSINESS:** No old business to report.

**NEW BUSINESS:**

**Township Representative to Penn State Berks Advisory Board:** A motion was made by Mr. Vaughan, second by Mr. Kreider, approving Mr. Collins as the Township Representative to the Penn State Berks Advisory Board. Upon roll call, all Supervisors voted affirmatively.

**Director of Public Safety (Chief of Police) – Job Description:** As recommended by the HR Committee, a motion was made by Mr. Kreider, second by Mr. Collins, to approve the revised job description for the Chief of Police. Upon roll call, all Supervisors voted affirmatively.

**WORKSHOPS/TRAINING REQUESTS:** A motion was made by Mr. Collins, second by Mr. Vaughan, approving the following workshop/training requests:

**K. Bitz – 2008 PASEO Conference, 2/24/08-2/26/2008, at a cost of \$165.00**  
**L. Mazurie – Berks Roundtable-Municipality-School District Interaction, 2/1/08, no cost**  
**Officers Williams and McCreary – Basic Crime Scene, 4/21/08-5/2/08, no cost**  
**Sgt. Marchut, Officers Lake and Brock – Pennsylvania Narcotic Officer’s Association, 3/26/08-3/28/08, \$150.00**  
**S. Debkowski and Officer Miller – CODY Records “Refresher Training”, 2/26/08-2/28/08, \$250.00**  
**Officers Brock and Lake – Multiagency Course: Introduction to Basic Drug Intelligence Analysis, 3/3/08-3/8/08, no cost**  
**J. Moll – PSATS Convention**  
**J. Dallas – Subdivision and Land Development Review Course**

Upon roll call, all Supervisors voted affirmatively.

A motion was made by Mr. Dallas, second by Mr. Collins, approving the request of Mr. Vaughan and Mr. Kreider to attend Innovative Ideas for Creating More Livable and Prosperous Communities, presented by The Smart Growth Alliance of Berks County, on February 7, 2008, at no cost. Upon roll call, all Supervisors voted affirmatively.

There being no further business, Chairman Dallas adjourned the meeting at 8:35 p.m.

---

Sheryl Kressler, Township Secretary