

BOARD OF SUPERVISORS



TOWNSHIP OF SPRING

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MEETING MINUTES FEBRUARY 25, 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, Fire Commissioner Schach, James Moll, Sheryl Kressler, Arthur Oplinger, and Erin Negley of the Reading Eagle.

OPEN TO THE FLOOR:

Arthur Oplinger, 1513 Durwood Court: Mr. Oplinger attended the meeting on behalf of St. Peter's United Church of Christ with regard to installing directional signs. It was his understanding that this issue would be brought before the Board of Supervisors during this meeting. However, the directional signs were discussed during the meeting of February 11, 2007. A letter was sent to St. Peter's UCC advising them that the Supervisors directed the applicant to complete and resubmit the application and include dimensional details for the signs. If the Township receives the required information, this matter will be placed on the agenda for the March 10, 2008 Board of Supervisors meeting.

MINUTES: A motion was made by Mr. Kreider, second by Mr. Collins, accepting the Minutes of February 11, 2008, as presented. Upon roll call, all Supervisors voted affirmatively.

OPERATIONS:

Business Office:

Bills for Approval: A motion was made by Mr. Vaughan, second by Ms. Smith, approving payment of bills, from the following Township accounts, as listed by the Township Treasurer:

General Fund - \$59,868.05
Street Lighting Tax Fund - \$27,782.24
Fire Hydrant Tax Fund - \$6,275.55
Refuse Tax Fund - \$103,718.97
Sewer District #2 Fund - \$8,217.60

Sewer District #3 Fund - \$454,650.95
Traffic Impact Fund - \$189.00
Fire Protection Fund - \$7,360.89
Capital Fund Account - \$7,056.67

Upon roll call, all Supervisors voted affirmatively.

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

Parks and Recreation Department:

Pavilion Roof Replacement Project: As recommended by the Director of Operations, and based on information provided to the Supervisors, a motion was made by Mr. Vaughan, second by Mr. Collins, rejecting all bids received for this project and authorizing rebid of the work. Upon roll call, all Supervisors voted affirmatively.

Mowing and Trimming of Municipal Properties – Bid Opening Authorization: As requested by the Parks and Recreation Manager, a motion was made by Mr. Vaughan, second by Mr. Kreider, authorizing Mrs. Houck to act on behalf of the Board of Supervisors to publicly open and read aloud bids for the Mowing and Trimming of Municipal Properties contract on March 17, 2008, at 9:00 a.m. Upon roll call, all Supervisors voted affirmatively.

Facilities/Public Property:

Plumbing Contract: A motion was made by Mr. Vaughan, second by Ms. Smith, approving a contract to replace and install in the Police Department (holding cells) two (2) portable lavatory/sink combination units, at a cost of \$10,900.00. Upon roll call, all Supervisors voted affirmatively.

PUBLIC WORKS:

Engineering/Planning Department:

Authorization of Zoning Changes: Mr. Moll reviewed the following proposed amendments to the Township Zoning Ordinance, which have been recommended for adoption by the Planning Commission:

Front Porch Encroachments – Section 405(F) is proposed to be amended to permit unenclosed porches to encroach into the front yard setback up to a distance of five (5) feet.

Hospital/Medical Center – This use within the Planned Office Business (POB) District would be changed from a special exception use considered by the Zoning Hearing Board to a conditional use considered by the Board of Supervisors.

Parking Requirements – The following amendments to the parking regulations are proposed:

- (1) **Section 701(A)(3)** has been revised to address uses involving activities having separate and distinct parking demands.
- (2) The numbers of parking spaces required for libraries and community centers have been revised.

No comments were received from neighboring municipalities. The County Planning Commission stated that the Zoning Ordinance is generally consistent with the Berks County Comprehensive Plan. Therefore, a motion was made by Mr. Vaughan, second by Mr. Kreider, authorizing the advertisement of the aforementioned zoning changes and public hearing, to be held during the Board of Supervisors meeting on March 10, 2008 at 7:30 p.m. Upon roll call, all Supervisors voted affirmatively.

Township Comprehensive Stormwater Management Ordinance: Mr. Moll is in the process of combining all of the current stormwater regulations into one Ordinance. A motion was made by Mr. Kreider, second by Mr. Collins, authorizing the advertisement of the adoption of said Ordinance, during the Board of Supervisors meeting scheduled for

March 24, 2008, at 7:30 p.m. (tentative date). Upon roll call, all Supervisors voted affirmatively.

Spring Knoll – Rezoning from RS to LDS: The Codes Department has requested that the Board of Supervisors consider rezoning the Spring Knoll development from the RS (Rural/Suburban) zoning district to the LDS (Low Density Suburban) zoning district, since this development complies with LDS standards rather than RS standards. A motion was made by Mr. Vaughan, second by Mr. Collins, setting the public hearing on the rezoning of Spring Knoll, from RS to LDS, for April 28, 2008 during the Board of Supervisors meeting. Upon roll call, all Supervisors voted affirmatively. The rezoning has been reviewed by the Berks County Planning Commission. No comments were received from neighboring municipalities.

Road Services Department/WWTP/Infrastructure Committee:

2008 Roadwork: As recommended by the Infrastructure Committee, a motion was made by Mr. Kreider, second by Mr. Collins, approving the 2008 Road Improvement Project and authorizing advertisement for bids, including alternatives. Upon roll call, all Supervisors voted affirmatively. (2008 Road Improvement Project: portions of - Westview Drive, Westwood Road, Grandview Boulevard, Shakespeare Drive and Iroquois Avenue.)

Manhole Frames – Purchase Order #24: As recommended by the Roadmaster, a motion was made by Mr. Kreider, second by Mr. Collins, approving Purchase Order #24, to Neenah Foundry Company, in the amount of \$2,280.00, for the purchase of 24 manhole frames, which will replace existing sanitary sewer manhole frames in the streets designated as part of the 2008 Road Improvement Project. Upon roll call, all Supervisors voted affirmatively. The Township replaces manhole frames with new self-sealing manhole frames and lids during road improvement projects to eliminate any inflow into the sanitary sewer system.

Sewer Ordinance Amendment: As requested by the Roadmaster/Director of Public Works, a motion was made by Mr. Collins, authorizing Solicitor Lillis to amend Chapter XIX, **Section 304**, of the Township Code of Ordinances covering Rules and Regulations Governing Building Sewers and Connections to Sewers, for the purpose of clarifying the language regarding “building sewer of improved property maintenance,” and enforcement thereof. Upon roll call, all Supervisors voted affirmatively. The amendment is needed to elucidate the responsibility of property owners with respect to their portion of the sanitary sewer system.

PUBLIC SAFETY:

Township of Spring Volunteer Fire Department:

Promotion to Deputy Chief (Richard Gould): As requested by Fire Commissioner Schach, a motion was made by Mr. Vaughan, second by Mr. Kreider, promoting Captain Richard Gould to the position of Deputy Chief, with the appropriate stipend for that position. Upon roll call, all Supervisors voted affirmatively. Chairman Dallas added that the job description for a Deputy Chief will be updated.

Approval to Hire 4 Employees: As requested by Fire Commissioner Schach, a motion was made by Mr. Collins, second by Ms. Smith, authorizing the offer of employment with the Township of Spring Volunteer Fire Department to the following four (4) applicants: Jeremy R. Conner, Jeffrey S. DeMarte, Troy R. Hatt and Anthony G. Romano, at a starting hourly rate of \$15.64. Upon roll call, all Supervisors voted affirmatively. These applicants successfully completed physicals, substance screenings, driving record checks and criminal history checks. Chairman Dallas commended Fire Commissioner Schach and his staff for the extensive amount of hours expended in the hiring process. Fire Commissioner Schach, also, congratulated Supervisors Vaughan and Kreider on a job well done.

SOLICITOR:

Temporary Holding Tank Maintenance Agreement: A motion was made by Mr. Vaughan, second by Mr. Kreider, approving the execution of a Temporary Holding Tank Maintenance Agreement, allowing Kenneth Brightbill to use a temporary holding tank for sewage purposes while constructing a home, and providing security in the amount of \$200.00 for the Township to clean the tank, if necessary. Upon roll call, all Supervisors voted affirmatively.

OLD BUSINESS: No old business to report.

NEW BUSINESS:

Award of Yard Residual Collection/Disposal Contract (BCCPC): As recommended by the Director of Operations, a motion was made by Mr. Kreider, second by Mr. Collins, accepting the bid for a Yard Residual Collection/Disposal Contract, from W.D. Zwicky & Sons, Inc., Fleetwood, Pennsylvania, as per the rates listed on the proposal submitted. Upon roll call, all Supervisors voted affirmatively. The Berks County Cooperative Purchasing Council (BCCPC) will approve the contract on March 11, 2008, upon acknowledgement from all seven (7) participating municipalities.

Community Center/Library Presentation: A motion was made by Mr. Collins, second by Ms. Smith, to schedule a public meeting on Thursday, March 20, 2008, at 3:00 p.m. for the purpose of publicly meeting with Mr. Phillips, of George A. Donovan AIA & Associates, to hear their proposal for a Community Center/Library on Township property located along Shoener Lake. Upon roll call, all Supervisors voted affirmatively.

Non-Uniform Bargaining Association Negotiations – HR Team: A motion was made by Mr. Vaughan, second by Mr. Kreider, appointing Mr. Dallas and Mr. Collins to the HR Team representing the Board of Supervisors for the purpose of negotiating the Non-Uniform Bargaining Association contract. Upon roll call, all Supervisors voted affirmatively.

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

- Lt. Troutman, Det. Riegel – MAGLOCLAN Annual Conference, April 21-25, 2008, \$350.00**
- Lt. Shivers – Leadership and Mastering Performance Management Course, May 19-23, 2008, no cost**
- D. Hodgkins – Activated Sludge Short Course, April 8th & 9th, 2008, \$225.00**
- M. McGinty – WWTP Operator Pre-Certification Training, May 5, 2008, no cost**

Upon roll call, all Supervisors voted affirmatively.

Chairman Dallas commented that continuing education is important for the Township staff.

There being no further business, Chairman Dallas adjourned the meeting at 8:10 p.m.

Respectfully submitted,

Sheryl Kressler, Township Secretary