

# BOARD OF SUPERVISORS



## TOWNSHIP OF SPRING

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### MEETING MINUTES

**SEPTEMBER 22, 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, Solicitor; Leon Mazurie, Chief Ross, Fire Commissioner Schach, James Moll, Judy Houck, Sheryl Kressler, Sgt. Marchut, Al Moatz, Greg Ganikon, Bob Weller, Gordon Bartlett, Gary Coller, Dan Choma, Brian Hesser, Guy Templin, Barry Rohrbach, Trisha Wertz, and David Kostival, of the Reading Eagle.

**SHILOH HILLS PARK – GROUNDBREAKING CEREMONY:** Chairman Dallas announced that the groundbreaking ceremony for Shiloh Hills Park had taken place earlier in the evening. Mr. Templin, of the Wilson Jr. Soccer Club, graciously presented a check to the Township of Spring in the amount of \$100,000.00, bringing their total contribution to \$120,000.00. Mr. Templin expressed his appreciation for the cooperation between the Township and the Wilson Jr. Soccer Club. Later in the meeting, Chairman Dallas thanked Mrs. Houck for her efforts in connection with the groundbreaking ceremony.

**6<sup>th</sup> ANNUAL NATIONAL NIGHT OUT:** Sgt. Marchut reported on National Night Out, held August 5, 2008, at the Lincoln Park Swimming Pool. This successful event was informative as well as entertaining for the public. Three (3) community organizations are recipients of the funds raised by a raffle and business contributions. Checks in the amount of \$1,000.00 each were presented to Crime Alert - Berks County, Wilson Community That Cares and the Scott Wertz Memorial Scholarship Fund. On behalf of Crime Alert – Berks County, Mr. Rohrbach presented a plaque to the Spring Township Police Department in recognition of outstanding contribution to Crime Alert. Chief Ross and Chairman Dallas publicly thanked Sgt. Marchut for a job well done. Chief Ross, also, thanked the Board of Supervisors and several Township departments for their participation.

**SPRING TOWNSHIP LIONS/LIONESS CLUB HALLOWEEN PARADE – WAIVER OF FEES:** Representing the Spring Township Lions/Lioness Club, Mr. Bartlett read a written request to waive the police and fire police fees for the 33<sup>rd</sup> annual Halloween Parade on October 22, 2008, raindate October 23, 2008. A motion was made by Mr. Collins, second by Ms. Smith, to waive the police and fire police fees for the Halloween Parade. Upon roll call, all Supervisors voted affirmatively. Mr. Bartlett, acknowledged with appreciation, the cooperation of the Township through the years.

**OPEN TO THE FLOOR:**

**Bob Weller, 1801 Shellbark Drive:** In response to Mr. Weller’s question regarding the status of 816 Bare Path, Chairman Dallas informed him that there are liens on the property for mowing. Upon inspection, the dwelling was found to be unsecure and in very poor condition, and the decision was made to condemn the property. Subsequently, the windows and locks were secured. A condemnation placard has been placed on the property. Proper notice was sent to the record owner, by certified mail. Solicitor Lillis emphasized that due process must prevail.

**Brian Hesser, 3053 Linda Lane:** As a result of an unpleasant encounter with three individuals allegedly attempting to sell magazines door to door, Mr. Hesser inquired as to the Township’s solicitation policy. Solicitor Lillis explained that the Supreme Court has ruled that the Township cannot require a permit, and suggested that residents call the police and not confront these individuals themselves. Chief Ross offered to investigate the matter further and contact Mr. Hesser.

**MINUTES:** A motion was made by Mr. Vaughan, second by Mr. Kreider, approving the Meeting Minutes of September 8, 2008. 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 presented by the Township Treasurer:

- General Fund - \$214,356.44
- Street Lighting Fund - \$28,101.01
- Fire Hydrant Tax Fund - \$6,686.60
- Refuse Tax Fund - \$108,228.24
- Sewer District #2 - \$435.24
- Sewer District #3 Fund - \$270,054.80
- Fire Protection Fund - \$21,930.69
- Capital Fund Account - \$209.70

Upon roll call, all Supervisors voted affirmatively.

**Financial Reports:** The Supervisors received copies of the current financial report for review.

**2009 MMO Approval:** As recommended by the Director of Operations, a motion was made by Mr. Kreider, second by Mr. Collins, authorizing the appropriate officer to execute the 2009 MMO (Minimum Municipal Obligation), for payment of the Township’s obligation into the police pension fund (\$218,548.00) and non-uniform pension fund (\$285,389.00). Upon roll call, all Supervisors voted affirmatively with the exception of Mr. Vaughan, who abstained. These numbers will be submitted into the 2009 budget by the Financial Manager.

**ArcView Software Maintenance – Purchase Order #01727:** A motion was made by Mr. Vaughan, second by Ms. Smith, approving Purchase Order #01727, to ESRI, in the amount of \$3,301.36, for maintenance of the ArcView software program. Upon roll call, all Supervisors voted affirmatively with the exception of Mr. Kreider, who voted no.

**Employment Offer:** As recommended by the Director of Operations, a motion was made by Ms. Smith, second by Mr. Collins, to offer employment to Laura Mursch, of Sinking Spring, Pennsylvania, for the position of Geography Information and Mapping Administrator, at a starting salary of \$32,000.00, and after successfully completing the probationary period of 6 months, a salary increase of up to \$1,000.00. Upon roll call, all Supervisors voted affirmatively.

**Trollinger Consulting Group Agreement:** As recommended by the Director of Operations, a motion was made by Ms. Smith, second by Mr. Collins, authorizing the appropriate officers to execute an Investment Advisory Agreement with Trollinger Consulting Group, of Allentown, Pennsylvania. Upon roll call, all Supervisors voted affirmatively with the exception of Mr. Vaughan, who abstained.

**Draft Ordinance Recognizing Paid Firefighters:** A motion was made by Mr. Collins, second by Mr. Kreider, authorizing the Solicitor to draft an ordinance recognizing paid firefighters and delineating said firefighters from the non-uniform pension plan, thereby allowing the Township to receive two (2) credits in state aid versus the one (1) credit non-uniform employees receive. Upon roll call, all Supervisors voted affirmatively with the exception of Mr. Vaughan, who abstained.

**Parks and Recreation Department:**

**Park Roof Facilities – Contract Approval:** As recommended by the Parks and Recreation Manager, a motion was made by Mr. Vaughan, second by Mr. Kreider, to award the contract for the Pavilion Roof Restoration Project to Dymond Quality Builders, in the amount of \$20,311.00. Upon roll call, all Supervisors voted affirmatively. This project will repair and replace the pavilion roof at Red Caboose Park as well as the kitchen and pavilion roof at Cacoosing Meadows Park.

**Shoener Lake Trail – Pre-Final Approval:** A motion was made by Mr. Vaughan, second by Ms. Smith, approving the pre-final design for the Shoener Lake Trail. Upon roll call, all Supervisors voted affirmatively, with the exception of Mr. Kreider who abstained. Chairman Dallas thanked the Committee, Mr. Collins and Mrs. Houck.

**Facilities/Public Property:**

**Solicitation of Sealed Bids for Sale of 3000 Penn Avenue:** A motion was made by Mr. Vaughan, second by Mr. Collins, authorizing the solicitation of sealed bids for the sale of 3000 Penn Avenue. Upon roll call, all Supervisors voted affirmatively.

**Election Day – November 4, 2008:** Chairman Dallas announced that the Township offices will be closed to the public on November 4, 2008, due to the volume of residents voting in the building. However, the Township staff will continue to work during that time.

**PUBLIC WORKS:**

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

**Prototek Model 2100 Receiver and Prototek Model FV 40 Transmitter – Purchase Order #119:** As recommended by the Infrastructure Committee, a motion was made by Mr. Kreider, second by Mr. Collins, approving Purchase Order #119, to PA Public Works Equipment, in the amount of \$2,580.00, for the purchase of a Prototek model 2100 Receiver and Prototek model FV 40 Transmitter, for use with the Township's Enviro Sight Push Camera. Upon roll call, all Supervisors voted affirmatively.

**Sewer Drain Cleaner – Purchase Order #126:** As recommended by the Infrastructure Committee, a motion was made by Mr. Collins, second by Ms. Smith, approving Purchase Order #126, to C.L. Presser Company, in the amount of \$3,659.00, for the purchase of a sewer drain cleaner replacing the Township's current machine, which is 15 years old. Upon roll call, all Supervisors voted affirmatively.

**Authorization to Bid and Advertise Building Demolition:** A motion was made by Mr. Collins, second by Ms. Smith, authorizing the Roadmaster/Director of Public Works to prepare and advertise specifications for demolition of two (2) Township owned buildings as follows: (1) Barn located at 420 Chapel Hill Road, and (2) House located at 118 Goose Lane. Upon roll call, all Supervisors voted affirmatively.

**Trash/Recycling Contract Extension:** As recommended by the Roadmaster/Director of Public Works, a motion was

made by Mr. Collins, second by Mr. Dallas, to continue service of Waste Management of Pennsylvania, Inc. for period of January 1, 2009 through December 31, 2009, pursuant to the terms of agreement between Waste Management and the Township of Spring, dated January 1, 2006, for trash and recycling collection. Upon roll call, all Supervisors voted affirmatively. No fee increase will be needed due to this extension. Chairman Dallas commended Mr. Vaughan on his work in this regard.

**2008 Road Improvement Project:** A motion was made by Mr. Dallas, second by Ms. Smith, authorizing the proper official to execute Change Order No. 1, to EJB Paving and Materials, for work on Westview Drive, showing a net decrease in the contract price of \$28,024.50. Upon roll call, all Supervisors voted affirmatively.

**PUBLIC SAFETY:**

**Police Department:**

**Officer Brock – Promotion:** A motion was made by Mr. Collins, second by Mr. Vaughan, promoting Officer Brock to 2<sup>nd</sup> Class Patrol Person, effective October 15, 2008, at the appropriate salary increase. Upon roll call, all Supervisors voted affirmatively.

**Rotary Club Donation:** Chief Ross publicly acknowledged a \$1,000.00 donation from the Rotary Club for the Police Department's Bicycle Program.

**2008 Chrysler – Purchase Order #01728:** A motion was made by Mr. Kreider, second by Mr. Vaughan, approving Purchase Order #01728, to New Holland Dodge Chrysler/Jeep, in the amount of \$13,500.00, for the purchase of a 2008 Chrysler Sebring to be used by the Criminal Investigation Unit, and authorizing Chief Ross to execute the appropriate title documents for the vehicle. Upon roll call, all Supervisors voted affirmatively. (COSTAR Contract)

**Authorization to Sell Excess Equipment:** A motion was made by Mr. Collins, second by Mr. Kreider, authorizing the Police Department to sell excess equipment, namely, a 2000 Crown Victoria (109,000 miles). Upon roll call, all Supervisors voted affirmatively.

**FATS III System Weapon – Purchase Order #01729:** A motion was made by Mr. Kreider, second by Mr. Vaughan, approving Purchase Order #10729, to Meggitt Training Systems, in the amount of \$3,450.00, for purchase of a Glock 17 dry fire pistol with laser for use with the FATS III system. Upon roll call, all Supervisors voted affirmatively.

**3 Police Vehicles – Purchase Order #01730:** A motion was made by Mr. Collins, second by Mr. Vaughan, approving Purchase Order #01730, to New Holland Auto Group, in the total amount of \$69,797.79, for the purchase of three (3) 2009 Dodge Chargers. Upon roll call, all Supervisors voted affirmatively.

**Authorization to Advertise Entry Level Positions:** A motion was made by Mr. Vaughan, second by Mr. Collins, authorizing the Police Department to advertise for entry level positions in the Traffic Unit. Upon roll call, all Supervisors voted affirmatively.

**Request for Fire Police Assistance:** A motion was made by Ms. Smith, second by Mr. Collins, approving the request for fire police assistance from the Mohnton Police Department for the Mohnton/Lions Halloween Parade on October 11, 2008, at 5:30 p.m. Upon roll call, all Supervisors voted affirmatively.

**Township of Spring Volunteer Fire Department:**

**Mobile Health Testing and Physical Program Proposal:** A motion was made by Mr. Collins, second by Mr. Kreider, authorizing Fire Commissioner Schach to hire Professional Health Services, Inc., Havertown, Pennsylvania, for the purpose of conducting medical physicals for the firefighters, at a cost of \$14,664.00 for 60 physicals. Upon roll call, all Supervisors voted affirmatively.

**Vinemont Fire Station:** Subsequent to careful and diligent consideration and evaluation of all options available to the

Board, a motion was made by Mr. Vaughan, second by Ms. Smith, to close the Vinemont Fire Station and work with neighboring municipalities, and the Supervisors, to form a cohesive plan for the southern part of the Township. Upon roll call, all Supervisors voted affirmatively. Chairman Dallas noted that this was a difficult decision. He asked Fire Commissioner Schach to advise the Board when an agreement has been reached with neighboring fire departments to cover the southern part of the Township and when he feels comfortable to close the Vinemont Fire Station.

**West Side EMA:** Mr. Vaughan reported that Code Red (reverse 911) will be available to residents in the near future. Chief Schach added that this system is designed to advise as many households in the Township as possible of emergency situations. Residents may add cell phone numbers and other non-listed numbers. Further information is available on the Township website.

**SOLICITOR:**

**Authorization to Intervene – Zoning Appeal (Hofmann Tract Offices – Clear Sight Triangle):** The Spring Township Zoning Board awarded the applicant a variance regarding the clear sight triangle requirement at the proposed intersection of extended Iroquois Avenue and Dwight Street. An appeal has been filed in the Court of Common Pleas by Mr. and Mrs. Ganikon, whose property adjoins the aforementioned intersection. A motion was made by Mr. Dallas, second by Mr. Kreider, authorizing intervention by the Solicitor’s office, on behalf of the Township, in the appeal. Upon roll call, all Supervisors voted affirmatively.

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

**NEW BUSINESS:**

**Penn Avenue Corridor – Scope of Services:** A motion was made by Mr. Collins, second by Ms. Smith, approving the scope of services, as provided by Urban Research and Development. Upon roll call, all Supervisors voted affirmatively.

**Open Records Resolution:** Solicitor Lillis has prepared a draft resolution for review by the Supervisors, which updates and clarifies the Township’s open records policy and appoints an Open Records Officer. Action was tabled to the next meeting.

**WORKSHOPS/TRAINING REQUESTS:**

A motion was made by Mr. Vaughan, second by Mr. Collins, to approve the following workshop/training requests:

**D. Rentschler, Laboratory and Computer Use Training, November 6, 2008 - \$100.00  
Planning Commission Members – Zoning Basics Course**

Upon roll call, all Supervisors voted affirmatively.

There being no further business, Chairman Dallas adjourned the meeting at 8:40 p.m.

Respectfully submitted,

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Sheryl Rowan, Township Secretary