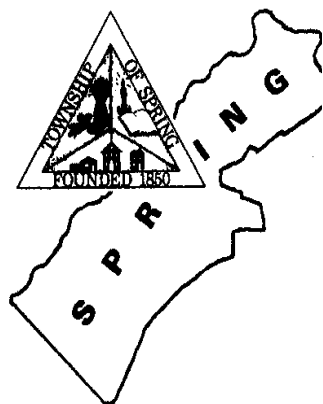


# BOARD OF SUPERVISORS



## TOWNSHIP OF SPRING

**BERKS COUNTY, PA**

2850 WINDMILL RD.

READING, PA 19608

Tel. (610) 678-5393

Fax. (610) 678-4571

Website: springtwpberks.org

### MEETING MINUTES

**December 14, 2009**

**OPENING OF MEETING:** The regularly scheduled bi-monthly meeting of the Board of Supervisors was called to order by Chairman Kreider, at 7:30 p.m., in the Meeting Room of the Administration Building, located at 2850 Windmill Road, Spring Township, 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, Chief Ross, Fire Commissioner Schach, James Moll, John Groller, Judy Houck, Sheryl Rowan, Richard Gould, Greg Ganikon, Richard Mable, Ann Yost, Ann Toole, Alec Vottero, Mike Vottero and Karyn Feich of the Reading Eagle.

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

**Richard Gould, Noble Street:** A former board member of the Western Berks Ambulance Association, Mr. Gould was concerned about the \$330,000.00 donated by the Township to provide ambulance service for all Township residents, and questioned whether the Township had researched the WBAA financials prior to committing to said donation. It was his contention that if the Township is donating \$300,000.00 worth of tax dollars, they should know how the funds will be spent. The Township Manager assured him that the Township had reviewed the WBAA budget and audit, and intends to appoint an oversight committee and a representative to the Board of Directors.

**Richard Mable, The Reading Hospital and Medical Center:** Mr. Mable informed the Supervisors that the Post Acute Care Hospital has recently opened on the corner of Van Reed and Paper Mill Roads. He graciously extended an invitation to the Supervisors to tour the facility.

**MINUTES:** A motion was made by Mr. Vaughan, second by Mr. Collins, approving the Minutes from the public Budget Meeting of November 18, 2009. Upon roll call, all Supervisors voted affirmatively. In addition, a motion was made by Mr. Dallas, second by Ms. Smith, approving the meeting Minutes of November 23, 2009. Upon roll call, all Supervisors voted affirmatively with the exception of Mr. Collins and Mr. Vaughan, who abstained.

**COMPREHENSIVE PARKS, RECREATION AND OPEN SPACE PLAN:** Ms. Yost, from YSM, and

Ms. Toole, of Toole Recreational Planning, appeared before the Board, and Ms. Yost presented a short overview of the Township's recreation plan for the next 10 years. After a year of work, it was determined that the Township has a strong foundation of parks and recreation reflecting four (4) decades of professional recreational services. The Township is moving in the right direction with a system of neighborhood based parks complimented by newer facilities and the foresight to acquire Shiloh Hills Park and Shoener Lake Park. The Township plan will meet park land requirements and offer the natural areas and athletic facilities people enjoy. The plan, also, includes management, finance and programming recommendations.

A motion was made by Mr. Collins, second by Ms. Smith, to approve the Comprehensive Parks, Recreation and Open Space Plan, as prepared. Upon roll call, all Supervisors voted affirmatively.

Resolution #2009-33: As required by the Pennsylvania Department of Conservation and Natural Resources, a motion was made by Mr. Collins, second by Ms. Smith, accepting Resolution #2009-33 pertaining to the adoption of the Township of Spring Comprehensive Parks, Recreation and Open Space Plan. Upon roll call, all Supervisors voted affirmatively.

**TOWNSHIP MANAGER:**

**Business Office:**

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

**General Fund - \$226,436.46**  
**Fire Hydrant Tax Fund - \$6,597.81**  
**Refuse Tax Fund - \$122,492.40**  
**Sewer District #2 Fund - \$4,498.56**  
**Sewer District #3 Fund - \$32,306.09**  
**Fire Protection Fund - \$49,178.61**  
**Capital Fund Account - \$298,540.98**

Upon roll call, all Supervisors present voted affirmatively. Mr. Kreider abstained on Check No. 072272.

**Financial Reports:** The Supervisors received copies of the current financial report for review. There were no questions.

**2010 Proposed Budget and Tax Structure – Resolution #2009-32:** The Director of Financial Services recommends the 2010 proposed budget in the amount of \$25,666,051 which is a 2.61% decrease from 2009 and reflects no increases in tax rates or fees for service (trash, recycling, sewer, etc.) With rates and fees remaining the same for 2010 the proposed real estate tax millage will remain at 1.90 mills and the fire protection millage will remain at .75 mills. The street light and fire hydrant taxes shall remain the same in 2010. Street Light tax is \$.75 per front foot improved property and \$.375 per front foot unimproved property. Fire Hydrant tax is .10 mills or \$10 for every \$100,000 of assessed value on a property for those properties serviced by the Township's fire hydrant system.

**Summary of Proposed 2010 Tax Structure:**

Real Estate	-	1.90 mills – (.0019)
Real Estate Transfer Tax	-	½ of 1% of the valuation of the taxable real estate transfers
Street Lighting	-	\$.75/front foot improved \$.375/front foot unimproved
Fire Hydrant Tax	-	.10 mills – (.00010)
Earned Income Tax	-	½ of 1% of all taxable earned income
Business Privilege Tax	-	at rates set forth in Resolution #83-16 Adopted May 23, 1983

Mercantile Tax	-	at rates set forth in Resolution #83-15 Adopted May 23, 1983
Local Services Tax	-	\$47.00 – Ordinance #348 adopted November 13, 2007
Trash Collection Tax	-	\$75 per household with single occupancy \$145 per household with double occupancy \$210 per household with 3 or more Occupants
		Only those households within the trash Collection districts of the Township of Spring
Recycling Tax	-	\$40.00 per dwelling unit per year
Fire Protection Tax	-	.75 mills – (.00075)

A motion was made by Mr. Vaughan, second by Mr. Collins, adopting Resolution #2009-32 and approving the 2010 Budget and Tax Structure. Upon roll call, all Supervisors voted affirmatively.

**2010 Meeting Dates:** A motion was made by Mr. Dallas, second by Ms. Smith, approving the 2010 Meeting Dates, as listed, for the Board of Supervisors, Infrastructure Committee, Planning Commission, Parks and Recreation Board, Greenways and Trails Committee, Transportation Advisory Committee and the Notice of the meeting of the Board of Auditors. Upon roll call, all Supervisors voted affirmatively.

**Parks and Recreation Department:**

**2010 PRPS Conference Request:** A motion was made by Mr. Vaughan, second by Ms. Smith, permitting T. Hettinger and J. Houck to attend the 2010 Pennsylvania Recreation and Park Society Conference from March 20<sup>th</sup> to March 24<sup>th</sup>, 2010, in Seven Springs, at a cost of \$1,568.00. Upon roll call, all Supervisors voted affirmatively. (Budgeted Item)

**PUBLIC WORKS:**

**Engineering/Planning Department:**

**Wilson Bus Maintenance Final Plan:** As recommended by the Planning Commission, a motion was made by Mr. Dallas, second by Ms. Smith, approving the Wilson Bus Maintenance Final Plan, with the condition that the plan will not be released for recording until all outstanding fees have been paid to the Township. Upon roll call, all Supervisors voted affirmatively.

**Hofmann Tract Offices – Waiver of Lot Depth to Width Ratio:** Final plans now show individual lots for six (6) proposed office buildings, and five (5) of these lots do not comply with the recommended lot depth-to-width ratio, **Section 1005(C)** of the subdivision regulations. As recommended by the Planning Commission, a motion was made by Mr. Dallas, second by Mr. Vaughan, granting a waiver of the depth-to-width ratio for Lots 1, 2, 3, 5 and 6. Upon roll call, all Supervisors voted affirmatively. Mr. Vaughan recommended the Planning Commission require that the residue property be maintained as part of Lot 3.

**Royal Oaks Subdivision:** As recommended by the Director of Engineering and Planning, the following actions were taken:

1. A motion was made by Mr. Vaughan, second by Ms. Smith, approving release of improvements security in the amount of \$54,947.00, leaving a remaining balance of \$112,696.67. Upon roll call, all Supervisors voted affirmatively.
2. A motion was made by Mr. Collins, second by Ms. Smith, to adopt Resolution #2009-34, accepting dedication of Stingray Drive to the Township. Upon roll call, all Supervisors voted affirmatively.

**3. A motion was made by Mr. Dallas, second by Ms. Smith, authorizing execution of the Maintenance Agreement for the public improvements dedicated to the Township and execution of the Repair Agreement for the uncompleted improvements. Upon roll call, all Supervisors voted affirmatively.**

**Glad Tidings Assembly of God – Escrow Release No. 3:** As recommended by Great Valley Consultants, a motion was made by Ms. Smith, second by Mr. Collins, approving release of funds for Glad Tidings Assembly of God in the amount of \$11,613.12, leaving a remaining balance of \$52,896.35. Upon roll call, all Supervisors voted affirmatively.

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

**Lower Heidelberg – Sewer Billing Rates:** A motion was made by Mr. Collins, second by Ms. Smith, authorizing the Roadmaster/Director of Public Works to notify Lower Heidelberg Township that starting in the second quarter of 2010, the Township will bill Lower Heidelberg monthly, based on consumption, utilizing PAWC figures provided to the Township by Lower Heidelberg, with a minimum monthly charge of 22.80. Upon roll call, all Supervisors voted affirmatively.

Note: Messrs. Groller, Bitz and Vaughan are in the process of reviewing sewer agreements with neighboring municipalities. According to Mr. Vaughan, some rates will increase slightly in order to cover the cost of work done at the WWTP.

**Payment Request (Windsor Service, Inc.) – 2009 Roadwork:** As recommended by the Roadmaster/Director of Public Works, a motion was made by Mr. Dallas, second by Mr. Collins, approving Payment Application #2, Contract 2 (final), in the amount of \$16,001.33 from Windsor Service, Inc. Upon roll call, all Supervisors voted affirmatively.

**PUBLIC SAFETY:**

**Police Department:**

**Transfer Vehicle Ownerships to BCERT:** A motion was made by Mr. Collins, second by Ms. Smith, authorizing Chief Ross to transfer two (2) vehicles to BCERT (dental lab and ambulance donated by WBAA), with the condition that when BCERT plans to retire the vehicles they shall be offered back to the Township. Upon roll call, all Supervisors voted affirmatively.

**Handicapped Parking Permit Request – 211 Intervilla Avenue:** A motion was made by Mr. Dallas, second by Mr. Collins, approving the handicapped parking permit and sign for 211 Intervilla Avenue. Upon roll call, all Supervisors voted affirmatively.

**Township of Spring Volunteer Fire Department:** Fire Commissioner Schach reported there were 76 calls in November, 2009 and 855 calls to date, which is 105 more calls than in the year 2008. Also, Representative Rohrer announced his run for governor at the Central Fire Station, and sent a note of appreciation.

**Billing Services Ordinance:** A motion was made by Mr. Collins, second by Mr. Dallas, authorizing the Solicitor to review a Billing Services Ordinance for the TSVFD, relating to supplies and equipment used for traffic incidents only. Upon roll call, all Supervisors voted affirmatively.

**SAFER Grant Staffing for Adequate Fire/Emergency Response Application Authorization:** A motion was made by Ms. Smith, second by Mr. Dallas, authorizing Sgt. Van Etten to apply for a SAFER grant from the federal government for a full-time Fire Chief on staff, and investigate applying for volunteer stipends, as well. Upon roll call, all Supervisors voted affirmatively.

**Special Operations for Technical Assistance Agreement:** As requested by the Fire Commissioner, this matter was tabled, pending receipt of additional information.

**SOLICITOR:**

**Ordinance to Update Code of Ordinances:** A motion was made by Mr. Vaughan, second by Mr. Collins, authorizing Kozloff Stoudt to prepare an annual Codification Update Ordinance, in January of each year. Upon roll call, all Supervisors voted affirmatively.

**NEW BUSINESS:**

**9-1-1 Records Agreement:** A motion was made by Mr. Vaughan, second by Ms. Smith, to enter into an agreement with the County Emergency Services Department, assuring the County that if the Township obtains 9-1-1 transcripts or records for Township purposes, the Township will protect those records under Pennsylvania law (Criminal History Records Information Act), subject to any changes made to the agreement by the Solicitor. Upon roll call, all Supervisors voted affirmatively.

**WORKSHOPS/TRAINING REQUESTS:**

**Sgt. Peterson – National SWAT/Sniper Symposium:** A motion was made by Ms. Smith, second by Mr. Collins, approving the training request for Sgt. Peterson to attend the National SWAT/Sniper Symposium in Reston, Virginia, January 12<sup>th</sup> through January 14<sup>th</sup>, 2010, at a cost of \$299.00 plus lodging. Upon roll call, all Supervisors voted affirmatively.

**EXECUTIVE SESSION:** Chairman Kreider announced an Executive Session was held prior to the meeting, for matters of personnel, and will continue after the meeting. No action will be taken.

There being no further business, Chairman Kreider adjourned the meeting at 8:36 p.m.

Respectfully submitted,

\_\_\_\_\_  
Sheryl Rowan, Township Secretary