MEETING MINUTES
October 15, 2019

OPENING OF MEETING: The regular bi-weekly meeting of the Board of Supervisors was called to order by Chairman Ulrich, at 7:00 p.m., on Tuesday, October 15, 2019 (following the Columbus Day holiday), in the Public Meeting Room of the Township of Spring Administration Building, located at 2850 Windmill Road, Spring Township, Berks County, Pennsylvania.

Upon roll call, Supervisors Ulrich, Stuck, Smith and Myer were present. Mr. Oswald did not attend. Also present were: Daniel Becker, Esq., Jay Vaughan, Jim Moll, Bryan Ross, John Groller, Judy Houck, Aaron Wozniak, Colin Hackman, Sheryl Rowan, Paul Darrah, Kim Berry, Mike Kocher, Tracy Hoffmann, Deb Hubert, and Al Tucci.

OPEN TO THE FLOOR:
Deb Hubert, 2206 Garfield Avenue: Ms. Hubert explained recent issues she has had with her bank and bounced checks. As a result, the Township has charged her with returned check fees and a water shut off notice. She was advised to return to the office the next morning to speak with Mr. Groller in the business office.

Tracy Hoffmann - Hoffmann Publishing Group: The Board of Supervisors confirmed they have authorized publication of the Parks & Recreation brochure by Mr. Hoffmann's company in 2020.

Al Tucci, 804 Evergreen Drive: Mr. Tucci was concerned about a pot hole that continues to grow in the road across from his property. Mr. Vaughan described it as a depression from a previous utility cut. The Township intends to fill the depression possibly later in the week.

MINUTES: A motion was made by Mr. Stuck, second by Ms. Smith, approving the meeting Minutes of September 23, 2019. Upon roll call, all Supervisors present voted affirmatively.

TOWNSHIP MANAGER:
Business Office:
Bills for Approval: A motion was made by Mr. Myer, second by Ms. Smith, approving payment of bills, as listed by the Township Treasurer:

General Fund - $1,870,168.90
Fire Hydrant Tax Fund - $6,498.97
Refuse Tax Fund - $3,451.71
Sewer District #3 Fund - $419,091.70
Fire Protection Fund - $186,941.09
Capital Fund - $404,534.45
Sate Liquid Fuels Fund - $37,874.08

Upon roll call, all Supervisors present voted affirmatively.

**Pension Investment Advisors Recommendation:** As recommended by the Pension Committee, a motion was made by Mr. Myer, second by Ms. Smith, to continue with the current pension provider, Girard Investment Advisors, at a reduced rate. Upon roll call, all Supervisors present voted affirmatively.

**HUMAN RESOURCES:**
**Promotion:** Chairman Ulrich announced the promotion of Paul Darrah III to the position of Director of Public Works, effective September 29, 2019.

**ZONING/BUILDING CODES DEPARTMENT:**
**Monthly Report:** During the month of September, 2019, Mr. Wozniak reported 91 permits issued, including one new home permit. Value of construction added to the Township was $3,897,002.00. There were 31 pre-settlement inspections performed. Due to the efforts of Solicitor Becker and Mr. Wozniak, the property located at 2438 McKinley Avenue has been accepted by the Berks County Blighted Property Review Committee.

**PARKS AND RECREATION DEPARTMENT:**
**2020 Playground Program Recommendations:** As recommended by the Parks & Recreation Board, a motion was made by Mr. Stuck, second by Ms. Smith, approving recommendations for the 2020 Summer Playground Programs, as listed, most importantly raising the starting wage rate for playground leaders to $9.00/hour and increasing the non-resident rate by $5.00 to $180.00 for the first child and $165.00 for each additional child. Upon roll call, all Supervisors present voted affirmatively.

**Monthly Report:** Ms. Houck submitted the monthly report for September, 2019 for review. The Parks & Recreation Department participated in National Night Out in August, sold more than 21 discount tickets, and continue to take new pavilion reservations.

**PUBLIC WORKS DEPARTMENT:**
**WWTP Influent Fine Screen Project – Payment Application #2:** As recommended by Entech Engineering and the Infrastructure Committee, a motion was made by Mr. Myer, second by Mr. Stuck, approving Payment Application #2 for the Wastewater Treatment Plant Fine Screen Project, in the amount of $250,316.02. Upon roll call, all Supervisors present voted affirmatively.

**2019 Road Improvement Project – Payment Application #2:** As recommended by the Infrastructure Committee and Great Valley Consultants, a motion was made by Mr. Myer, second by Mr. Stuck, approving CMS Application #2 for 2019 roadwork, in the amount of $437,874.08. Upon roll call, all Supervisors present voted affirmatively.

**ENGINEERING/PLANNING DEPARTMENT:**
**Broadcasting Square Redevelopment – Waivers:** As recommended by the Planning Commission, a motion was made by Mr. Myer, second by Mr. Stuck, granting waiver requests for the proposed redevelopment of the western portion of the existing Broadcasting Square shopping center, as follows:

$402(A), 403(A) & 403(C)(1)(b) - Waiver to utilize a plan scale of 1" = 30', rather than the specified scale of 1" = 50'.

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§310(c)(6)(ii) – Waiver of the minimum pipe diameter of 15" in the Stormwater Management Ordinance. (12" diameter)

Upon roll call, all Supervisors present voted affirmatively.

**Broadcasting Square Redevelopment – Sanitary Sewer Connection:** As recommended by the Infrastructure Committee, a motion was made by Mr. Stuck, second by Mr. Myer, approving the installation of a new sanitary sewer line for Mattress Firm (prior to plan approval and recording), which would connect to the Township’s existing system, with the following conditions:

1. A satisfactory review by Entech Engineering, and

2. The posting of adequate financial security to cover construction observation.

Upon roll call, all Supervisors present voted affirmatively.

**PSU Beaver Community Center – Waivers:** As recommended by the Planning Commission, a motion was made by Mr. Stuck, second by Mr. Myer, granting the following waivers for the proposed enlargement of the Beaver Community Center:

§310(C)(6)(b)(ii) - Waiver of the minimum pipe diameter of 15" in the Stormwater Management Ordinance.

§503(C)(B)(5) – Waiver to utilize a plan scale of 1" = 20', rather than the specified scale of 1" = 50'.

§503(C)(E)(1)(a) – Waiver to perform a limited property survey in the vicinity of the proposed project, in lieu of the requirement to perform a complete property boundary survey.

Upon roll call, all Supervisors present voted affirmatively.

(Supervisor Smith left the meeting at 7:30 p.m.)

**Sugar Hill Sewer Reimbursement:** In accordance with the Reimbursement Agreement, a motion was made by Mr. Myer, second by Mr. Stuck, authorizing reimbursement of the developer of the Sugar Hill Subdivision for a recent connection to the sanitary sewer system, installed by the Developer, in the amount of $422.62. Upon roll call, all Supervisors present voted affirmatively.

**Reading Hospital Tract – Grant Application and Resolution #2019-16:** A motion was made by Mr. Stuck, second by Mr. Myer, authorizing the appropriate Township officials to execute any and all paperwork associated with the PennDot Multimodal Transportation fund program grant application, including but not limited to, the governmental notification letter to the County, and Resolution #2019-16 authorizing the filing of an application for a grant in the amount of $3 million. Upon roll call, all Supervisors present voted affirmatively.

**PUBLIC SAFETY:**

**Police Department:**

**Glow in the Dark – Road Closure Request:** A motion was made by Mr. Myer, second by Mr. Stuck, approving a road closure for Glad Tidings Church on Evergreen Drive, between Brestler and Kevin Court on Halloween evening between 4:00 and 9:30 p.m. Upon roll call, all Supervisors present voted affirmatively.

**Halloween Parade Postponed:** The Lion’s Club Halloween Parade has been postponed to Thursday, October 17, 2019, because of rain. Halloween Trick or Treat will be held on October 31, 2019, 6:00 to 9:00 p.m. Police and Fire Departments will be open for Safe Halloween from 6:00 to 9:00 p.m.

**Offer of Employment:** Having successfully completed all background checks, a motion was made by Mr. Stuck, second by Mr. Myer, to extend an offer of employment to probationary police officer, Mark Lacek, Jr. Upon roll call, all Supervisors present voted affirmatively. (Budgeted Item)
Township of Spring Fire Rescue Service:

Conditional Offer of Employment – PT Fire Safety Inspector: In accordance with the West Reading agreement, a motion was made by Mr. Myer, second by Mr. Stuck, approving a conditional offer of employment for a second part-time Fire Safety Inspector at $20.00/hour for 20 hours a week. Upon roll call, all Supervisors present voted affirmatively.

Formal Offer of Employment – PT Fire Safety Inspector: Having successfully completed all background checks, a motion was made by Mr. Stuck, second by Mr. Myer, to extend an offer of employment to Thomas Canto, for the position of part-time Fire Safety Inspector. Upon roll call, all Supervisors present voted affirmatively.

Monthly Report: Chief Hackman reported 228 responses during the month of September, 2019, consisting of 86 medical and motor accidents and 142 fire calls. Aid was given 51 times, received aid 54 times. Dispatch to on scene was 6 minutes and 49 seconds.

SOLICITOR:

2313 Penn Avenue – Zoning Appeal: A motion was made by Mr. Stuck, second by Mr. Myer, to proceed with settlement in the manner as discussed in Executive Session. Upon roll call, all Supervisors voted affirmatively.

Infrastructure Committee Ordinance Amendment: A motion was made by Mr. Stuck, second by Mr. Myer, authorizing the Solicitor to proceed with amending the Infrastructure Committee Ordinance with regard to the configuration of the Committee. Upon roll call, all Supervisors present voted affirmatively.

Manager Ordinance Amendment: A motion was made by Mr. Stuck, second by Mr. Myer, authorizing the Solicitor to update and amend the Manager Ordinance. Upon roll call, all Supervisors present voted affirmatively.

PPL/PennDOT - Resolution #2019-15: Because PPL requires a Business Partner ID for the Township to access information they are posting to the PennDOT website, a motion was made by Mr. Stuck, second by Mr. Myer, authorizing the Chairman to sign the Agreement to authorize electronic access to PennDOT Systems and Resolution #2019-15 stating that the Director of Planning and Engineering Services and Director of Public Works would have access to the website. Upon roll call, all Supervisors present voted affirmatively.

WORKSHOPS/TRAINING REQUESTS:

C. Huntsinger – National Computer Forensics Institute: A motion was made by Mr. Stuck, second by Mr. Myer, approving the request from Detective Huntsinger to attend a course on Digital Evidence for Investigators in Hoover, Alabama, October 20 through October 25, 2019, paid for by the Secret Service. Upon roll call, all Supervisors present voted affirmatively.

ANNOUNCEMENTS:
1. All 2019 roadwork, with the exception of 2 roads, has been completed to date. Installation of the storm sewer on Lincoln Avenue begins Monday, October 21, 2019. Waiting for UGI to complete their work on the 2100 block of Fairview Street to begin roadwork.
2. County Commissioners are looking for an elected official, from a Second Class Township, to become a member of the Reading Area Transportation Study (RATS) Committee. Advise J. Vaughan or S. Rowan by December 6, 2019.
3. An Executive Session was held prior to the meeting on personnel and litigation matters.
There being no further business, Chairman Ulrich adjourned the meeting at 7:47 p.m.

Respectfully submitted,

[Signature]

Sheryl Rowan, Township Secretary