



# TOWNSHIP OF SPRING

Board of Supervisors

**BERKS COUNTY, PA**

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## VISION MEETING MINUTES

APRIL 26, 2019

**OPENING OF MEETING:** The Vision Meeting of the Board of Supervisors was called to order by Chairman Ulrich, at 8:00 a.m., on Friday, April 26, 2019, 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, Myer, Smith (arrived 8:10) and Oswald were present. Also present were: Jay Vaughan, Jim Moll, Judy Houck, John Groller, Aaron Wozniak, Colin Hackman, Paul Darrah, Jennifer Bensinger, Bryan Ross, Sheryl Rowan and Al Kreider.

### **TOWNSHIP VISION PROJECT WORKSHEET STATUS REPORT:**

#### **ADMINISTRATION BUILDING:**

##### **Municipal Software:**

**Item 1:** Implementing EnerGov asset management, inventory and work order module, which will include Parks & Recreation, Public Works and Sewer Departments.

**Item 2:** All sewer billing is being done by Tyler. **(Remove from worksheet)**

**Item 3:** A second quote for document scanning, from IMR Digital, indicates more prep work than Reynolds. Large format scans would be less expensive. Mr. Moll added the state has not technically approved scanning and throwing out original documents. It was agreed scanning should not be initiated until the format has been approved. Summer interns in the Engineering Department would work on removing duplicates from files to prevent scanning documents twice.

The process continues for implementing credit cards Township wide. Fees will be passed to credit card users. Further details will become available as the process continues.

#### **TOWNSHIP PROPERTY and EQUIPMENT:**

**Items 1 and 2:** Reedy Road overburden – no change. **(Remove from worksheet)**

**Item 3:** Supervisors are still interested in moving the Yerger Boulevard yard waste site. Current vendor is over-extended and having difficulty removing the yard waste. Professional guidance needed to move the yard waste site, and possible funding from grants. If the yard waste site is placed near the WWTP, cameras will monitor dumping.

**Item 4:** Sale of West Lawn Building to West Lawn UMC. **(Keep on worksheet)**

**Item 5:** Two (2) years have passed without construction of a storage building. **(Remove from**

worksheet)

**Library Options:**

**Item 1:** Regarding the county's decision to discontinue funding to the West Lawn/West Wyomissing Library in 2020, there are 3 options: persuade them to change their position, increase library contribution and react to the increase. The Spring Township Library lease expires 7/31/20. Keep an eye on properties for sale on Penn Avenue.

**Parks and Recreation**

**Item 1:** If the Reedy Road overburden is removed, and the Township is not relocating Reedy Road, parking cannot be expanded at Cacoosing. Agreed to eliminate permanent bathrooms. Since bathrooms could not be constructed in the flood zone, there would be less field area. **(Remove from Worksheet)**

Plan for area on Yerger Boulevard, between Breneman and the yard waste site (Area B), includes pavilion and benches. **(Add as #4)**

**Item 2 and 3:** Supervisors discussed the trail around Shoener Lake. Mr. Myer suggested doing something with the trail this year, at minimum cost, using the current surface as much as possible. The deer trail between the homes and the lake is the most difficult. There were concerns regarding liability, signage, trash, the lake becoming a swimming hole, maintenance, parking and emergency access. For future development, a professionally designed plan would be necessary. A walk around the lake was scheduled for Thursday, May 2, 2019 at 2:30 p.m.

**TOWNSHIP OPERATIONS:**

**Item 1:** The final version of the road inventory is in the hands of the Road Committee. Township's road PCI is 68, would like to increase it to 75 over 15 years. Mr. Vaughan recommended increasing the amount of money spent on roads each year. Utility cuts are a problem, gas leaks must be repaired. Mr. Becker added there is litigation going on now; UGI is pushing back saying they should only have to restore the trench.

PPL will be starting their transmission project in June, 2019, when schools are closed. Mr. Vaughan scheduled a meeting with PPL on Tuesday, May 7, 2019. He is proposing that PPL install sidewalk on Howard Street and 2 blocks of Penn Avenue.

**Item 2:** Penn Avenue Revitalization Plan – Township budgeted \$50,000.00 to hire a consultant for the RFP. Zoning has been changed. Mr. Wozniak continues to receive many inquiries, but lack of sufficient parking is an issue. It is time for radical changes.

**A motion was made by Mr. Myer, second by Mr. Oswald, to authorize Township staff to look at hiring a planning consultant for moving the yard waste site, adding a pavilion on top of the yard waste site, Penn Avenue revitalization, for economic improvement, and a light at Penn at Dwight, for safety and transportation (could be more than one consultant). Upon roll call, all Supervisors voted affirmatively. RFP's returned by July 31, 2019, evaluate in early August.**

**Item 3 and 4:** Discussed parks previously.

**Item 5:** Maintain and enhance employee relations and communications. Ms. Smith suggested a picnic to promote camaraderie. Difficult to schedule because of labor union issues, overtime, etc. Give more thought.

**Item 6 and 7:** Quality police and fire services and maintain quality roads - review at each vision meeting.

**Item 8:** Remove from worksheet.

**Item 9:** Intergovernmental agreement between Spring Township and West Reading, for fire inspection services, was executed recently. Township is continuing to merge services.

**Item 10:** Development of northern and southern sections of the Township – Entech is working on it.

**Stormwater Mandates:** A grant has been received for stormwater improvements, other than for the Wyomissing Creek Coalition. Mr. Moll is meeting with DEP on Monday (4/29/19) to review grant details. The grant is in the amount of \$757,000.00. DEP is tentatively issuing a new MS4 NPDES Permit. In the next 5 year period improvements will have to be made, and funds from the grant will assist in paying for the necessary improvements.

**Zoning and Codes Department:** A working lunch meeting has been scheduled for 4/25/19. Mr. Wozniak has third party concerns and plans to improve efficiency, streamline cost savings to the Township and time savings for residents and contractors. His intention is to restore some control to the Township. Mr. Wozniak will prepare a memorandum for the next Board of Supervisors meeting.

There being no further business, Chairman Ulrich adjourned the meeting at 9:50 a.m.

Respectfully submitted,

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Sheryl Rowan, Township Secretary

