MEETING MINUTES
December 9, 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 Monday, December 9, 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, Smith and Myer were present. Mr. Oswald did not attend. Also present were: Daniel Becker, Esq., Jay Vaughan, Jim Moll, John Groller, Judy Houck, Aaron Wozniak, Bryan Ross, Paul Darrah, Colin Hackman, Sheryl Rowan, Mike Kocher, Randall Hill, Ellen and Thomas Lutz, and Dave Kostival, of the Reading Eagle.

OPEN TO THE FLOOR:
Randall Hill, 33 Howard Street: Mr. Hill informed the Supervisors there were several mishaps during the PPL and UGI projects on Howard Street, including damage to his driveway apron. He noticed on the agenda that the Township is considering a pedestrian route study on Howard Street, which would include adding sidewalks. He asked that they address upgrading existing sidewalks in the study.

Tony Lutz, 27 Howard Street: Mr. Lutz reported the damage from work on the sewer line on Howard Street has been resolved. However, the older sidewalks have been damaged further since the construction.

MINUTES: A motion was made by Mr. Stuck, second by Ms. Smith, approving the meeting Minutes of November 25, 2019. Upon roll call, all Supervisors present voted affirmatively.

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

General Fund - $138,967.02
Fire Hydrant Tax Fund - $6,498.97
Refuse Tax Fund - $70,130.58
Sewer District #3 Fund - $77,072.59
Fire Protection Fund - $8,248.51
Capital Fund - $4,489.27
Upon roll call, all Supervisors present voted affirmatively. Mr. Vaughan noted the bill run included stipends for the firefighters.

**2020 Budget Approval – Resolution #2019-17:** Mr. Groiler presented the 2020 budget to the Board for approval. A motion was made by Mr. Myer, second by Mr. Stuck, adopting Resolution #2019-17, officially approving the 2020 budget, in the amount of $29,780,728.00, and the Tax Structure. Upon roll call, all Supervisors present voted affirmatively. The general purpose real estate tax millage increases .40 mills, and the fire protection millage increases to .10 mills.

**Adoption of the 2020 tax structure – Resolution 2019-17:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
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<tbody>
<tr>
<td>Real Estate</td>
<td>3.00 mills – (.00300)</td>
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<tr>
<td>Real Estate Transfer Tax</td>
<td>½ of 1% of the valuation of the taxable real estate transfers</td>
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<tr>
<td>Street Lighting</td>
<td>$.67/front foot improved</td>
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<tr>
<td></td>
<td>$.335/front foot unimproved</td>
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<tr>
<td>Fire Hydrant Tax</td>
<td>.06 mills – (.00006)</td>
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<tr>
<td>Earned Income Tax</td>
<td>¼ of 1% of all taxable earned income</td>
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<tr>
<td>Business Privilege Tax</td>
<td>at rates set forth in Resolution #83-16</td>
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<td></td>
<td>Adopted May 23, 1983</td>
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<tr>
<td>Mercantile Tax</td>
<td>at rates set forth in Resolution #83-15</td>
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<td></td>
<td>Adopted May 23, 1983</td>
</tr>
<tr>
<td>Local Services Tax</td>
<td>$47.00 – Ordinance #348 adopted</td>
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<tr>
<td></td>
<td>November 13, 2007</td>
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<tr>
<td>Trash Collection Tax</td>
<td>$85 per household with single occupancy</td>
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<td></td>
<td>$165 per household with double occupancy</td>
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<td></td>
<td>$240 per household with 3 or more Occupants</td>
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<td></td>
<td>Only those households within the trash Collection districts of the Township of Spring</td>
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<tr>
<td>Recycling Tax</td>
<td>$70.00 per dwelling unit per year</td>
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<tr>
<td>Fire Protection Tax</td>
<td>1.45 mills – (.00145)</td>
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**2020 Meeting Dates:** A motion was made by Mr. Stuck, second by Ms. Smith, approving the meeting dates for 2020, as listed, and advertise said dates. Upon roll call, all Supervisors present voted affirmatively.

**HUMAN RESOURCES:**

**Salary Range for Foreman – Public Works:** A motion was made by Ms. Smith, second by Mr. Stuck, approving the salary range for the position of Public Works foreman, as recommended. Upon roll call, all Supervisors present voted affirmatively.

**ZONING/BUILDING CODES DEPARTMENT:**
Monthly Report: During the month of November, 2019, there were 81 permits issued. The value of construction added to the Township was $6.3 million. Mr. Wozniak reported 34 pre-settlement inspections performed. Photos of a new sidewalk installed at 2540 Reading Boulevard were viewed by the Supervisors.

PARKS AND RECREATION DEPARTMENT:
Mowing and Trimming of Municipal Properties - Contract Extension: A motion was made by Mr. Myer, second by Mr. Stuck, to extend the contract with Smitty’s Lawn and Landscaping for one year, at the 2019 contract prices. Upon roll call, all Supervisors present voted affirmatively.

Monthly Report: Ms. Houck submitted the Parks and Recreation Monthly Report for November, 2019. Pavilion reservation season ended with 182 reservations this year. The next P&R brochure is on track to be mailed out by December 15, 2019. Ms. Houck confirmed for Mr. Stuck that the Parks and Recreation Board will look at the sketch plan for Yerger Boulevard during their meeting next week.

ENGINEERING:
Emergency Repair Contract – Award Bid: As recommended by the Director of Engineering, a motion was made by Mr. Myer, second by Ms. Smith, awarding the Emergency and Routine Maintenance, Repairs and Replacement Contract to Schlouch, Inc., of Blandon, PA. Upon roll call, all Supervisors present voted affirmatively. The contract has been modified to pertain to both the Township and the Borough of Wyomissing this year.

Traffic Ordinance Amendments:
East/West Court Boulevard – One-Way & Parking Restrictions: The Police Department study proposes making East and West Court one-way streets (in a counter-clockwise direction) and prohibiting parking along the interior of the loop. As recommended by the Transportation Advisory Committee (TAC), a motion was made by Mr. Stuck, second by Ms. Smith, authorizing Mr. Moll to proceed as he described but first invite the residents to a public meeting to describe the proposal and express any concerns. Upon roll call, all Supervisors present voted affirmatively.

Howard Street – Pedestrian Route Study: The Township has been interested in improving the pedestrian route from Penn Avenue to Wilson High School, rather than walkers utilizing Dwight Street. PPL has agreed to complete the sidewalk along the lower portion of Howard and install new sidewalk along the north side of Penn Avenue between Dwight and Norman Streets, as part of their underground electrical project. As recommended by TAC, a motion was made by Mr. Myer, second by Mr. Stuck, authorizing Great Valley Consultants to prepare a study on the best way to provide pedestrian access in this area, at a cost of $9,100.00. Upon roll call, all Supervisors present voted affirmatively. Residents attending the meeting requested that repair of existing sidewalks be included in the study.

Windmill Road – Parking Restrictions: The Police Department performed a parking study along the north side of Windmill Road, due to a visibility problem at the driveway entrances. A motion was made by Mr. Stuck, second by Ms. Smith, approving no parking signs for a distance of 30 feet in each direction at each of the 6 existing driveways. Upon roll call, all Supervisors present voted affirmatively.

SR 222 – Brake Retarder Restrictions: In accordance with complaints received regarding noise caused by large trucks traveling on the southern portion of SR 222 using their brake retarder systems, the Police Department recommends the southbound lane of the highway be posted for restrictions against the use of brake retarders from the Old Lancaster Pike Bridge to the southern Township line. As recommended by TAC, a motion was made by Ms. Smith, second by Mr. Myer, authorizing the submittal of the Police study to PennDOT for review. Upon roll call, all Supervisors present voted affirmatively, with the exception of Mr. Stuck, who voted no. Motion passed 3-1.
Perkasie Avenue & Fairview Street – Stop Sign: There is an existing stop sign on the southbound lane of Perkasie Avenue. However, the Police Department has recommended an additional stop sign on the northbound lane of Perkasie be added to the Traffic Ordinance. A motion was made by Mr. Stuck, second by Mr. Myer, approving the addition of a stop sign on the northbound lane of Perkasie Avenue. Upon roll call, all Supervisors present voted affirmatively.

Remove "No Parking" Space on Highland Street: Ms. Smith requested that the no parking sign be removed from the south side of Highland Street (across from the cement steps) since it is no longer pertinent or enforced. A motion was made by Mr. Stuck, second by Ms. Smith, to remove the no parking sign from the location described above, after review of the Ordinance. Upon roll call, all Supervisors present voted affirmatively.

Stormwater Agreement - 1924 Old Lancaster Pike: A motion was made by Mr. Myer, second by Mr. Stuck, authorizing execution of a Stormwater Management Agreement, with the owner of 1924 Old Lancaster Pike, for construction of a new driveway requiring stormwater facilities. Upon roll call, all Supervisors present voted affirmatively.

Wireless Communications Ordinance Amendment: The Township has received a draft agreement from Verizon Wireless for up to 181 mini cell towers, located mostly on existing poles, throughout the Township. Due to FCC changes this year, the Township Ordinance is no longer compliant in certain areas regarding these cell towers. A motion was made by Mr. Stuck, second by Ms. Smith, authorizing the Cohen Law Group to update the Ordinance, provide design standards and negotiate with Verizon on behalf of the Township, at a cost not to exceed $8,500.00. Upon roll call, all Supervisors present voted affirmatively.

PUBLIC SAFETY:
Police Department:
Wood to Wonderful – Bike Donation: A motion was made by Mr. Myer, second by Mr. Stuck, approving the donation of 13 abandoned bicycles to Wood to Wonderful. Upon roll call, all Supervisors present voted affirmatively.

TOWNSHIP OF SPRING FIRE RESCUE SERVICE:
Monthly Report: Chief Hackman reported 230 responses during the month of November, 2019, consisting of 81 medical or motor vehicle accidents and 149 fire related incidents. There were 68 overlapping calls. Dispatch to on-scene was 6 minutes 48 seconds. The 2019 Coats for Kids campaign collected 336 coats. Total number of coats donated over 5 years is 1,956.

SOLICITOR:
Manager Ordinance #442: A motion was made by Mr. Stuck, second by Mr. Myer, adopting Ordinance #442, updating the Manager Ordinance, as advertised. Upon roll call, all Supervisors present voted affirmatively.

Infrastructure Committee Ordinance #443: A motion was made by Mr. Stuck, second by Ms. Smith, adopting Ordinance #443, updating the Infrastructure Committee Ordinance, as advertised. Upon roll call, all Supervisors present voted affirmatively.

Owls Field – Cell Tower Lease: A motion was made by Mr. Stuck, second by Ms. Smith, approving the lease with Crown Castle for the cell tower at Owls Field. Upon roll call, all Supervisors present voted affirmatively.

Upgrade to Software for Credit Card Payments: A motion was made by Mr. Myer, second by Mr. Stuck, authorizing J. Bensinger to negotiate directly with Go Daddy pertaining to a secure link for the system for
credit card payments and preparation of a letter stating she has such authorization. Upon roll call, all Supervisors present voted affirmatively.

**ANNOUNCEMENTS:**
1. Last Board of Supervisors meeting of the year is December 23, 2019, at 7:00 p.m.
2. An Executive Session was held prior to the meeting on personnel matters.

There being no further business, Chairman Ulrich adjourned the meeting at 7:50 p.m.

Respectfully submitted,

[Signature]

Sheryl Rowan, Township Secretary