

# TOWNSHIP OF SPRING

## Board of Supervisors



**BERKS COUNTY, PA**

2850 WINDMILL RD.

READING, PA 19608

Tel. (610) 678-5393

Fax. (610) 678-4571

Website: [springtwpberks.org](http://springtwpberks.org)

### MEETING MINUTES

**MAY 11, 2020**

**OPENING OF MEETING:** A regular bi-weekly meeting of the Board of Supervisors was called to order by Chairman Stuck, at 5:00 p.m., on Monday, May 11, 2020, by teleconference, conducted on Zoom, with those attending connecting on their computers (laptops) from home.

The meeting opened with the Pledge to the Flag.

Upon roll call, Supervisors Stuck, Smith, Ulrich, Myer and Kocher were present on Zoom. Also present were: Daniel Becker, Esq., John Groller, Jim Moll, Judy Houck, Chief Ross, Chief Hackman and Paul Darrah. Amanda Sonntag, Bill Speth and a reporter joined the Zoom meeting.

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

**Amanta Sonntag, Drexelwood:** Dr. Sonntag expressed her interest in the Township allowing 4-6 chickens on lots under one acre, as required in the Township Ordinance. The Board has always been particularly concerned about chickens because of the noise, the smell, and the health and safety of residents. Pros and Cons were discussed. Solicitor Becker suggested this question should be addressed by a Township committee prior to the Board of Supervisors, most likely the Planning Commission. Dr. Sonntag agreed to check the website to determine the date of the next Planning Commission meeting.

#### **TOWNSHIP MANAGER:**

#### **APPROVAL OF ACTION ITEMS #1-#14:**

1. Meeting Minutes of April 13, 2020.
2. Bills for Approval:

General Fund	\$375,672.70
Fire Hydrant Tax Fund	\$ 8,110.03
Refuse Tax Fund	\$ 84,549.00
Sewer District #3 Fund	\$ 271,262.19
Fire Protection Fund	\$ 83,168.66
Capital Fund	\$ 4,745.94

3. Resolution #2020-14 extending the disaster emergency to the next meeting, on June 8, 2020.
4. Resolution #2020-15 extending the flat period for real estate taxes through September 30, 2020.
5. Emergency Boiler Replacement – Purchase Order: The boiler in the Administration Building has broken and cannot be repaired. Therefore, an emergency replacement is necessary for the safety of

the building and employees. Three vendors submitted written proposals as follows: Comfort Pro - \$43,820.00, WARKO - \$34,950.00 and Landis Mechanical - \$24,515.42. Based on the review, the Board agreed to accept the quote from Landis Mechanical. (Budgeted Item)

6. Public Works Garage Generator Replacement – Purchase Order: After postponing this project since 2018, and due to the vital functions this generator supports, Ms. Houck recommended that the Township continue and complete this project as soon as possible. The purchase order, to Emergency Systems Service Company, in the amount of \$37,940.00, includes the generator and transfer switch. The installation contract will go out for bid while the generator is being built. Lead time on the generator is 9-12 weeks. (COSTARS)
7. Updated Facility Closure Schedule: Authorization of the Township Manager to open Township parks when and if the Governor moves Berks County to the next phase. The Board previously closed the facilities until May 31, 2020.

#### **Next Board of Supervisors Zoom Meeting – Tuesday, May 26, 2020.**

8. Summer Program Decision: Ms Houck spoke with Ms. Reardon, the Township HR Consultant. In her opinion, it would be too risky for the Township to proceed with the playground program this summer. After discussion, the Supervisors agreed. Parks and Recreation will proceed with other planned summer programs, in accordance with the program brochure, but subject to change. The brochure is expected to reach residents by June 1<sup>st</sup>.
9. Sewer Plant Generator Replacement Bid Award: Mr. Darrah informed the Supervisors they had been renting a generator at the WWTP since last June. Bids have been received and ranged from \$149,500.00 to \$293,770.42. Entech Engineering, Inc. recommended awarding the contract to GS Developers, Inc., in the amount of \$149,500.00.
10. Authorization to Purchase 2 Replacement Leaf Collectors: The Public Works Director has requested replacement of the two oldest leaf collectors with two ALC-25 cubic yard leaf collectors, at a cost of \$106,618.90. (COSTARS, Recycling Grant)
11. Conditional Offer of Employment – Public Works: Approval requested to extend a conditional offer of employment for the open Public Works maintenance worker position, contingent on the individual completing the required post offer background screening.
12. Authorization to Accept Extension of Time for Hofmann Tract: Accept Hofmann Tract Final Plans extension of time to August 14, 2020.
13. Authorization to Approach Sinking Spring Borough for Sewer Capacity for Hofmann Tract: Mr. Moll requested authorization for Township staff to enter into discussions with Borough personnel regarding potential sewage from the project being treated at the Sinking Spring Plant. An agreement from 2009 reserves capacity for the Township of 79,625 gallons for treatment, currently the Township is using 43,000 gallons. With 36,500 remaining, the developer has indicated 24,000 gallons would be enough to cover the project. Developer would construct an extension from the property to an existing line.
14. Authorization to Accept Extension of Time for 325 Miller Road Annexation: Accept time extension for 325 Miller Road Annexation to August 14, 2020.

A motion was made by Mr. Myer, second by Mr. Ulrich, approving items #1-#14. Upon roll call, all Supervisors voted affirmatively.

#### **TOWNSHIP DIRECTORS:**

**Zoning/Building Codes Department:** The Director has submitted his Monthly Reports for March and April, 2020. Question for Mr. Wozniak – Pool on Grandview Boulevard, safety concerns. Mr. Groller will obtain an update on the status of the pool and e-mail the Supervisors.

#### **PUBLIC SAFETY:**

##### **Police Department:**

**Wilson High School Graduation Request:** The WSD has proposed a unique approach to graduation, on Friday May 29, 2020, 7:00 p.m., rain date Saturday, May 30<sup>th</sup>. A parade of graduates' vehicles (possibly 420) will stage at Glad Tydings Church and proceed to the school, arriving at 8:00 p.m.

Chief Ross expects the route will cross Van Reed Road, and traffic direction will be needed (fire police). Parking spots are to be assigned to graduates. They will remain in the vehicle (with parents) and watch a video of the graduation on three 40-foot screens on the roof of the building, reminiscent of a drive-in movie. Festivities will culminate with fireworks on the school property until 10:00. Nothing has been finalized. Fire Marshal Hatt is unsure as to the location of the fireworks and requires more information prior to issuing a permit. Chief Hackman added fire apparatus would be required to be on site. Chief Ross mentioned concerns such as students getting out of the car, wearing masks and restroom facilities. Grandparents could watch along the parade route, and graduation will be live streamed. It was agreed the Township would like to work with WSD, for the graduates, and get through this unique graduation in a safe manner. There were no objections.

**Monthly Report:** Chief Ross has submitted the March, 2020 Monthly Report.

**Township of Spring Fire Rescue Service:**

**Monthly Report:** The Monthly Report for April, 2020 was submitted by Chief Hackman.

**OLD BUSINESS:**

**Yard Waste Sites:** Camera parts for the Yerger Boulevard site are unavailable at this time. Employee monitoring of the sites ends this week. Overtime could reach 72 hours per week, total for both sites. Yard waste from outside the Township and Sinking Spring Borough is not decreasing. Since there are Lower Heidelberg residents living in the area of the Yerger Boulevard site, offering them access to the site was discussed, as well as Adamstown residents. Sinking Spring pays the Township \$8.50 per person. A lengthy discussion followed. Mr. Groller intends to contact Lower Heidelberg, and perhaps, Adamstown, and investigate other options for monitoring without cameras. Twelve-hour employee monitoring will continue.

**PPL Street Lights:** According to Chief Ross, PPL is willing to replace traditional street lights (must be 10 years old) with LED lights at no cost to the Township, as long as the poles remain in place for 15 years. Solicitor Becker has reviewed and revised the agreement. The Township will actually save money on the billing. With the Solicitor's approval, it was agreed to move forward with this project. Chief Ross will provide maps for the Board and Solicitor.

**Safety Glass for Lobby:** In order to provide protection for employees when people again enter the lobby, Ms. Houck contacted B&G Glass. The cost for permanent safety plexi-glass would be \$3,320.00. Tabling the large lobby renovation project, and only going with safety glass for now, was discussed. The suggestion was made to explore the idea of temporary rather than permanent glass and reassess for the next meeting. Doors will not open until safety precautions are in place.

**Howard Street Sidewalks:** Chairman Stuck asked who will be repairing sidewalks on Howard Street after installation of the new gas line. Mr. Darrah advised him Hinkels and McCoy have submitted a permit application and will be making the repairs.

**NEW BUSINESS:**

**Primary Election Day Procedures:** Ms. Houck reviewed her recommendations for primary election day voting, since the Administration Building is a polling place. Employees on the east side of the building will be affected, specifically, the manager, treasurer, HR, Senator Argall and P&R Department. Township employees will be relocated and kept separate from the voting public. She has a plan for the Parks & Recreation Department, and Mr. Groller will make it work with the Finance Department. Township employees will access the lunch room through Conference Room C,

**ANNOUNCEMENTS:**

1. PennDOT begins the Penn Avenue repaving project later this week. Work will extend from Sinking Spring to Rt. 422. Mostly night work. Replacing ADA ramps. Skype meeting with PennDOT has been planned for additional information with appropriate Township staff.
2. Executive sessions on personnel were held April 28 and 29 and May 4, 2020.
3. Executive session to be held following this meeting. No action will be taken.

There being no further business, Chairman Stuck adjourned the meeting at approximately 6:45 p.m.

Respectfully submitted,

---

Sheryl Rowan, Township Secretary