



# TOWNSHIP OF SPRING

**BERKS COUNTY, PA**

2850 WINDMILL ROAD  
SINKING SPRING, PA 19608  
Tel. (610) 678-5393  
Fax. (610) 678-4571  
www.springtwpberks.org

## **BOARD OF SUPERVISORS MEETING MINUTES OCTOBER 26, 2020**

**OPENING OF MEETING:** A regular bi-weekly meeting of the Board of Supervisors was called to order by Chairperson Stuck at 7:05 p.m. on Monday, October 26<sup>th</sup>, 2020 in the Public Meeting Room of the Township of Spring Administration Building, located at 2850 Windmill Road, Spring Township, Berks County, Pennsylvania.

**ROLL CALL:** Upon roll call, Supervisors Stuck, Kocher, Myer, Smith and Ulrich were present. Also present were Solicitor Daniel Becker, Township Manager John Groller, Chief Ross, Chief Hackman, Paul Darrah, Aaron Wozniak, Jim Moll, Jen Bensinger, Judy Houck and Dave Miller of Entech Engineering. Tony Tucci of Western Berks Ambulance attended via teleconference.

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

Anthony Tucci briefly reviewed the status of Western Berks' operations and assured the Supervisors that things were operating smoothly and safely.

**ACTION ITEMS FOR APPROVAL:** All items requiring action by the Board were listed so that one motion could be made to approve or disapprove them. Township Manager, John Groller, introduced each item. Comments and discussion points are listed under the corresponding item.

1. Meeting Minutes – October 13<sup>th</sup>, 2020
2. List of Bills for Approval
  - 1) **General Fund - \$204,055.93**
  - 2) **Street Lighting Tax Fund - \$23,178.35**
  - 3) **Fire Hydrant Tax Fund - \$-0-**
  - 4) **Refuse Tax Fund - \$31,114.93**
  - 5) **Sewer District #3 Fund - \$47,715.55**
  - 6) **Fire Protection Fund - \$80,453.37**
  - 7) **Capital Fund - \$301,764.50**
3. Payment Application # 1 – Park ADA Path Project – Great Valley Consultants and Ms. Houck have reviewed the payment application and recommend payment of Application No. 1 from Construction Masters Services, LLC in the amount of \$220,725.72.
4. 2020 Janitorial Services Contract Extension – Ms. Houck is seeking authorization for a one-year extension to the Cleaning Services Contract for 2020. New contract expiration date will be December 31<sup>st</sup>, 2021.

**ACTION ITEMS FOR APPROVAL (CONT.):**

5. Cacoosing Meadows Park – Swale Re-Design-Topographic Survey-Ms. Houck is requesting approval of Purchase Order No. PR-2020-092 for Great Valley Consultants in the amount of \$11,250.00 for a topographic survey of Cacoosing Meadows Park so Great Valley Consultants can begin the swale re-design work.
6. Request Letter – Berks County Parks and Recreation Department is requesting permission to borrow the Township’s Bucket Truck in order to install their Holiday Lights display.
7. Bid Acceptance – Spring Ridge Pump Station Upgrade – Mr. Groller reviewed the Waste Water Treatment Plant’s request to award the General/Mechanical Contract to PSI Pumping Solutions, Inc. in the amount of \$274,600.00 and the Electrical Contract to Greg Vietri, Inc. in the amount of \$59,994.00. Entech Engineering has reviewed the bids and supports these recommendations.
8. Payment Application #2 – 2020 Roadwork – Mr. Groller reviewed Great Valley Consultants’ recommendation to approve payment of New Enterprise Stone & Lime Company’s Payment Application No. 2 in the amount of \$8,882.86. Mr. Darrah provided a brief explanation of the new road surfacing processes.

*Motion to approve Action Items #1 through #8 was made by Mr. Myer, seconded by Ms. Smith. Upon roll call, all Supervisors voted affirmatively. MOTION CARRIED.*

**TOWNSHIP DIRECTORS:**

- A. Zoning/Building Codes Department – Mr. Wozniak – No Report – Mr. Groller commended Mr. Wozniak and Chief Ross for their assistance with the recent noise issue at Willow Glen Park.
- B. Parks and Recreation Department – Ms. Houck – No Report
- C. Engineering/Planning Department – Mr. Moll – No Report
- D. Director of Finance - Mr. Groller presented the September General Fund Comparative Income Statement. Total revenues are approximately \$200,000.00 behind those of 2019. Expenses are approximately \$581,000.00 less than in 2019.
- E. Human Resources – Ms. Reardon – No Report
- F. Public Works – Mr. Darrah – No Report

**PUBLIC SAFETY**

- A. Police Department – Chief Ross reviewed his monthly report. Traffic accidents and arrests are down for the year. Street light project has started and is receiving mixed reviews from the residents.
- B. Township of Spring Fire Rescue Services – Chief Hackman -No Report
- C. West Side Regional EMA – Mr. Bausher – No Report

**SOLICITOR** – Mr. Becker – No Report

**OLD BUSINESS** – Nothing to report.

**NEW BUSINESS** – Nothing to report.

**ANNOUNCEMENTS:**

1. Next meeting will be held at 7:00 p.m. on Monday, November 9<sup>th</sup>, 2020.
2. An Executive Session was held prior to this meeting to discuss matters of personnel.
3. Mr. Groller announced that the Township submitted its grant application to the County for the Cares Act Funding. Maximum allotment is \$100,000.00.
4. Vision Meeting is Friday, October 30<sup>th</sup>, 2020 at 8:00 am.

**ADJOURNMENT:**

There being no further business, Chairperson Stuck adjourned the meeting at 7:25 pm.

Respectfully submitted,

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Judy Houck, CPRP  
Director of Parks and Recreation/Township Secretary