



# TOWNSHIP OF SPRING

BERKS COUNTY, PA

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## BOARD OF SUPERVISORS MEETING MINUTES

NOVEMBER 9, 2020

**OPENING OF MEETING:** A regular bi-weekly meeting of the Board of Supervisors was called to order by Chairperson Stuck at 7:00 p.m. on Monday, November 9<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, Jim Moll, Jen Bensinger, Judy Houck, David Page, Jeffrey Raffauf, Craig Berry, Steve Bensinger and Gene Orlando. The following individuals attended virtually: Kim Berry, Greg from WFMZ, Nick Cuce and an un-identified caller.

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

Mr. Craig Berry of 1710 Acorn Drive addressed the Board regarding Construction Master Services' (CMS) property. He has met with Aaron Wozniak regarding the CMS Property and his concerns include: tri-axle dump trucks, backhoes and other construction equipment parked on the site and the diesel fumes that this equipment emits while they are running. The workers are on site by 4:30/5:00 a.m. in the morning and are starting the equipment. The residents can't have their windows open because of the fumes and the noise from the dump truck bodies being dropped wake the neighbors. Mr. Craig Berry is also concerned about any run-off from this equipment and the wetlands that are located to the rear of this property. This has been going on for two years and the residents haven't received any response to their concerns. Mr. Becker and Mr. Moll provided a verbal update on the status of the project and asked Mr. Craig Berry for his continued patience.

To accommodate those individuals in attendance who were representing West Lawn United Methodist Church, the agenda was modified to address this issue first.

### **TOWNSHIP DIRECTORS**

C. Engineering/Planning Department – Mr. Moll

West Lawn United Methodist Church – Request for Alley Closure – Mr. Moll reviewed his written memo and projected visual displays regarding the Church's request to vacate a portion of the alley that runs "through" their property from Woodside Avenue to a perpendicular alley that connects to Noble Street. The Planning Commission recommends that the Board of Supervisors consider granting the Church's request. Discussion points included Fire Department access, access for the neighbors and current usage of the alley proposed for closing. Mr. Stuck asked what the ultimate plan is for the church. Representatives from the church indicated that full plans have not yet been developed because of the uncertainty of the Board's willingness to vacate the alley. Pastor Jeff addressed the Board and explained the safety concerns with children and mobility challenged patrons entering and exiting the buildings. Ms. Smith questioned the process of vacating the alley and Mr. Becker provided a brief description of the process.

**TOWNSHIP DIRECTORS (CONTINUED)**

C. Engineering/Planning Department – Mr. Moll

West Lawn United Methodist Church – Request for Alley Closure (Continued)

*Motion to allow West Lawn United Methodist Church to proceed with vacating this portion of the alley as proposed was made by Ms. Smith, seconded by Mr. Ulrich. Upon roll call, all Supervisors voted affirmatively with the exception of Mr. Myer who abstained. MOTION CARRIED.*

**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, reviewed each item. Comments and discussion points are listed under the corresponding item.

1. Meeting Minutes – October 26<sup>th</sup>, 2020
2. Meeting Minutes – October 30<sup>th</sup>, 2020 – Vision Meeting  
Mr. Myer provided the following comments about the Vision Meeting minutes – he would like to see the West Wyomissing and Shoener Lake properties designated as parks not necessarily build them immediately; if they are built before the Comprehensive Plan is completed it would be from the funds that are available right now; he would like the Parks and Recreation Board to make recommendations before any money is spent on any parks; he is interested in developing a Comprehensive Plan we can use rather than one that is put on the shelf; he asked what we did with the Comprehensive Plan that was developed before. Mr. Stuck asked Ms. Houck to provide a summary of what was completed from the last Comprehensive Plan. Mr. Myer would like to know who is following through with the following projects: the Penn State trail, the Howard Street project and the utility cut meeting. Mr. Myer questioned the statement in the minutes about the Board not being interested in following through with the installation of sanitary sewers in the southern end of the Township. It was his understanding that there was some interest in at least following through and finding out the results of Entech Engineering's report. Mr. Darrah will provide the Board with copies of that report. Mr. Myer wants to follow through with items from the Vision Meeting. Mr. Stuck stated that the Vision worksheet lists who is working on which project. Mr. Myer would like a completed and updated Vision worksheet. Mr. Becker questioned if changes were required to the minutes.
3. List of Bills for Approval
  - 1) **General Fund - \$538,996.95**
  - 2) **Street Lighting Tax Fund - \$-0-**
  - 3) **Fire Hydrant Tax Fund - \$1,188.50**
  - 4) **Refuse Tax Fund - \$100,067.14**
  - 5) **Sewer District #3 Fund - \$828,22.73**
  - 6) **Traffic Impact Fund - \$96.00**
  - 7) **Fire Protection Fund - \$103,332.50**
  - 8) **Capital Fund - \$121,380.76**Debt service payment is included in this list of bills as well as a real estate tax refund for GM Berkshire whose property reassessment reduction was approved for 2018 and 2019.
4. Resolution 2020-24 – Extending the Disaster Emergency – Mr. Groller explained that this resolution will extend the Disaster Emergency until January 4<sup>th</sup>, 2021.
5. Formal Job Offer – Deputy Police Chief Position – Memo from Human Resources Director Ms. Reardon and Chief of Police Mr. Ross recommending the position of Deputy Police Chief be formally offered to Stephen Powell for an annual salary of \$115,000.00 was presented.

**ACTION ITEMS FOR APPROVAL (CONTINUED):**

6. Payment Application #2 – Park ADA Path Project – Ms. Houck and Great Valley Consultants are recommending approval of Payment Application #2 to Construction Master Services in the amount of \$15,880.76 for the installation of accessible paths at Red Caboose and Shiloh Hills Parks.
7. Special Exception – AT&T Mobility – The Planning Commission recommends that the Zoning Hearing Board grant the requested Special Exception approval for a wireless communications antenna within the public right-of-way in front of 2075 Tulpehocken Road. This antenna will be placed on an existing pole. Mr. Moll reviewed his written memo and projected visual displays of the proposed location and the proposed antenna.

*Motion to recommend to the Zoning Hearing Board that they accept the special exception application from AT&T Mobility was made by Mr. Ulrich, seconded by Mr. Kocher. Upon roll call, all Supervisors voted affirmatively. MOTION CARRIED.*

8. Extension of Time – Hofmann Tract – The current plan has an expiration date of November 19<sup>th</sup>, 2020. The Planning Commission recommends approval of the applicant’s request for a 90-day extension of time until February 8<sup>th</sup>, 2021. This would be the 4<sup>th</sup> extension of time on the Final Plans.
9. Payment Application #1 – Garage Generator Replacement Project – Mr. Groller reviewed Payment Application #1 from H. B. Frazer Company in the amount of \$54,900.00 for the installation of a generator at the Public Works Garage as recommended via email from John Schulze of Consolidated Engineers.
10. Payment Application #4 – WWTP Generator Replacement Project – Mr. Groller reviewed Payment Application #4 from GS Developers in the amount of \$20,375.00 for the installation of a generator at the Waste Water Treatment Plant as recommended via letter from Entech Engineering.
11. Hoffmann Publishing Contract – 2020 – 2021 – Ms. Houck and Mr. Becker have been working on the renewal of the publishing contract for the 2021 Program Brochures. Mr. Hoffmann signed the contract this morning and Ms. Houck is seeking the Board of Supervisors’ approval for the appropriate Township official to sign the contract on behalf of the Township.

*Motion to approve Action Items # 1 through # 6, and Action Items # 8 through #11, was made by Mr. Kocher, seconded by Ms. Smith. Upon roll call, all Supervisors voted affirmatively. MOTION CARRIED.*

**TOWNSHIP DIRECTORS (CONTINUED):**

- A. Zoning/Building Codes Department – Mr. Wozniak – No Report
- B. Parks and Recreation Department – Ms. Houck submitted a monthly report for October 2020. Highlights included the status of Fall Programs, on-line programs and the end of pavilion rental season.
- C. Engineering/Planning Department – Mr. Moll – Discussed previously
- D. Director of Finance - Mr. Groller – No Report
- E. Human Resources – Ms. Reardon – No Report
- F. Public Works – Mr. Darrah – No Report

**PUBLIC SAFETY**

- A. Police Department – Chief Ross – No Report
- B. Township of Spring Fire Rescue Services – Chief Hackman submitted a monthly report for October 2020. Highlights included: 235 responses, 78 medical or motor vehicle accidents, 157 fire related calls, provided aid 43 times, received aid 45 times, 70 overlapping calls and no fire damage for the month.
- C. West Side Regional EMA – Mr. Bausher – No Report

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

**OLD BUSINESS**

**NEW BUSINESS**

- 1. Women Impacting Public Policy and Small Business Saturday Coalition are seeking Township’s support for Small Business Saturday – November 28<sup>th</sup>, 2020. They would like the Township to adopt a proclamation.

*Motion to proclaim Saturday, November 28<sup>th</sup>, 2020 as Small Business Saturday in Spring Township, was made by Mr. Ulrich, seconded by Ms. Smith. Upon roll call, all Supervisors voted affirmatively.*  
**MOTION CARRIED.**

- 2. Vision Update – Based on Mr. Myer’s comments, Mr. Groller asked if the Board would like quarterly updates to the Vision Meeting documents. Mr. Stuck indicated that quarterly updates should be provided.

**ANNOUNCEMENTS:**

- 1. Next meeting will be held at 7:00 p.m. on Monday, November 23<sup>rd</sup>, 2020
- 2. An Executive Session was held prior to this meeting to discuss matters of personnel and potential litigation.

**ADJOURNMENT:**

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

Respectfully submitted,

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Judy Houck, Director of Parks and Recreation/Township Secretary