



TOWNSHIP OF SPRING

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BOARD OF SUPERVISORS MEETING MINUTES

February 22nd, 2021

OPENING OF MEETING: A regular business meeting of the Board of Supervisors was called to order by Chairperson Stuck at 7:05 p.m. on Monday, February 22nd, 2021 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, Smith and Myer were present. Supervisors Kocher and Ulrich attended via teleconference. Also present were: Daniel Becker, Esq., John Groller, Judy Houck and Jen Bensinger. Chief Ross, Deputy Chief Powell, Jim Moll, Paul Darrah, Aaron Wozniak, Chief Hackman, Anthony Tucci, Jesse Royer and Greg Purcell of WFMZ attended via teleconference.

OPEN TO THE FLOOR: Anthony Tucci, of Western Berks Ambulance Association, updated the Board of Supervisors on the recent fire at the ambulance station. He thanked Chief Hackman for their rapid response and reviewed the relocation of the Association's various operations. They were back in service within two (2) hours of the fire.

ACTION ITEMS FOR APPROVAL: All items requiring action by the Board are listed below. Comments and discussion points are listed under the corresponding item.

1. Meeting Minutes – Regular Business Meeting – February 8th, 2021
2. List of Bills for Approval –
 1. **General Fund - \$310,041.34**
 2. **Street Lighting Tax Fund - \$28,675.05**
 3. **Fire Hydrant Tax Fund - \$8,313.62**
 4. **Refuse Tax Fund - \$31,526.62**
 5. **Sewer District #3 Fund - \$50,631.42**
 6. **Fire Protection Fund - \$50,023.09**
 7. **Capital Fund - \$573,892.91**
3. Formal Offer of Employment – Mr. Groller – *This item was removed from the agenda.*
4. Parks & Recreation Purchase Order-Cacoosing Meadows Park -Field Reconstruction. The Parks and Recreation Board unanimously recommends approval of the purchase order to Great Valley Consultants in the amount of \$57,650.00 for the design of multipurpose, natural turf athletic fields, the design of appropriate access to these fields and all of the necessary design work, permitting, bid preparation, construction observation and administration required to proceed with this project.

ACTION ITEMS FOR APPROVAL (Continued)

4. Cacoosing Meadows Park -Field Reconstruction – (Continued) Mr. Myer, Mr. Stuck and Ms. Smith questioned the swales, the cost of the swales, removing the infields and just planting grass and the existence of previous engineering plans. Mr. Moll confirmed that staff has been unable to locate previous engineering plans for this area. After further discussion and questioning, Mr. Stuck suggested staff obtain a cost estimate for the development of this project and that the Board of Supervisors table this project.
5. Mowing of Municipal Properties Contract Award – Ms. Houck recommends the award of this annual contract to Smitty’s Lawn and Landscape in the amount of \$36,275.00.
6. Berks Democratic Women – Petition Signing Event Request – *This item was removed from the agenda.*
7. Appointment of Library Board Member – The Spring Township Library Board has requested that Laurel Quigley be appointed to fill the vacant position. Ms. Quigley’s term will expire on January 8th, 2024.

Motion to approve Action Items # 1, 2, 5 and 7, was made by Ms. Smith, seconded by Mr. Myer. Items #3 and 6 were removed from the agenda. Item #4 was tabled. Upon roll call, all Supervisors voted affirmatively. MOTION CARRIED.

TOWNSHIP DIRECTORS

- A. Zoning/Building Codes Department – Mr. Wozniak – No Report.
- B. Parks and Recreation Department – Ms. Houck presented the February 2021 written report. Mr. Stuck questioned the installation of a handicap ramp at West Lawn Park as listed on the Capital Projects Report. Ms. Houck explained that where the sidewalk ends at the intersection of Riegel Avenue and the alley, there isn’t an accessible ramp. Mr. Kocher thanked the Department for the pop-up programs they have added to this season’s program offerings.
- C. Engineering/Planning Department – Mr. Moll – No Report.
- D. Finance Department – Mr. Groller – No Report.
- E. Human Resources – Ms. Reardon – No Report.
- F. Public Works – Mr. Darrah – No Report.

PUBLIC SAFETY

- A. Police Department – Deputy Chief Powell presented the January 2021 Monthly Report. Deputy Chief Powell updated the Board about some current fraud investigations and the status of the hiring process. Chief Ross updated the Board on the Department’s Re-Accreditation. The Department will be awarded Premium Agency Status and the Commission would like to present the award at a public meeting.
- 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:

- A. Vision Project Status Update – Mr. Groller had distributed the update with the meeting packets. Mr. Myer questioned the status of the asphalt patch policy. Mr. Becker stated that the policy has been completed and referenced Mr. Myer’s recent email with new questions. A meeting will be scheduled as soon as possible.

Motion to authorize the advertisement of the road cut ordinance was made by Mr. Myer, seconded by Mr. Kocher. Upon roll call, all Supervisors voted affirmatively. MOTION CARRIED.

Mr. Myer questioned the status of the Comprehensive Parks, Recreation and Open Space Plan. Ms. Houck is working on developing the Request for Proposals (RFP). Mr. Myer requested a summary of capital projects that were listed in the previous Comprehensive Plan and how many were completed.

NEW BUSINESS:

- A. *Motion to appoint Mr. Kocher to fill the vacant position on the Parks and Recreation Board was made by Ms. Smith, seconded by Mr. Myer. Upon roll call, all Supervisors voted affirmatively. MOTION CARRIED*

ANNOUNCEMENTS:

1. An Executive Session was held prior to this meeting to discuss matters of real estate and personnel.
2. Next meeting will be held at 7:00 p.m. on Monday, March 8th, 2021.

ADJOURNMENT:

There being no further business, Chairperson Stuck adjourned the meeting at 7:39 pm.

Respectfully submitted,

Judy Houck, Director of Parks and Recreation/
Township Secretary