



TOWNSHIP OF SPRING

BERKS COUNTY, PA

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BOARD OF SUPERVISORS MEETING MINUTES April 12th, 2021

OPENING OF MEETING: A regular business meeting of the Board of Supervisors was called to order by Chairperson Stuck at 7:02 p.m. on Monday, April 12th, 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 and Myer were present. Supervisors Smith and Kocher attended via teleconference. Supervisor Ulrich was absent. Also present were: John Groller, Judy Houck and Jen Bensinger. The following individuals attended via teleconference: Daniel Becker, Esq., Deputy Chief Powell, Paul Darrah, Aaron Wozniak, Jim Moll, Andrew Bertolazzi, Larry Schneck, Allen Carl, Chip Focht, Christopher Hannum, Errol Lapham, Evelyn Tyson, Gia Rafaelli, Greg from WFMZ, Joe Bonnette, John Piscitelli, Nathan Fortna, Robbie Loudon, William Koch Jr., Pat Toney, Steve Hoffman of Great Valley Consultants, Greg O’Brein, Tom Rothermel and Linda Hodgdon.

OPEN TO THE FLOOR: Joe Bonnett, Snyder Road and Wellington Boulevard, concerned with speeding and reckless driving at this intersection, cars running the stop sign, children and pets are in danger of being hit. High school youth are doing wheelies on their bicycles into oncoming traffic. Deputy Chief Powell will contact Mr. Bonnett to

Larry Schneck is looking for confirmation that work is actually being performed on his neighbor’s property. Mr. Wozniak confirmed that Hoffert Surveyors is developing a drainage plan for the property in question.

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 – March 22nd, 2021
2. List of Bills for Approval –
 1. **General Fund - \$193,511.55**
 2. **Street Lighting Tax Fund - \$-0-**
 3. **Fire Hydrant Tax Fund - \$6,866.93**
 4. **Refuse Tax Fund - \$83,405.79**
 5. **Sewer District #3 Fund - \$77,249.04**
 6. **Fire Protection Fund - \$117,310.96**
 7. **Capital Fund - \$967.15**

ACTION ITEMS FOR APPROVAL (Continued)

3. Meadow Designation – Shiloh Hills Park – Ms. Houck presented the Parks and Recreation Board’s recommendation to develop a meadow area at Shiloh Hills Park. Discussion was held regarding the expansion of the proposed meadow area. Ms. Houck will discuss the proposed expansion with the Parks and Recreation Board at their April meeting.
4. Resident Program Registration Period – Ms. Houck presented her recommendation to allow residents to register for programs prior to non-residents due to the limited number of participants the Department is currently able to accommodate in its programs. Discussion about making this a permanent policy was held but deferred until after the Fall 2021 Program season.
5. 2021 Roadwork Award – Construction Portion – Great Valley Consultants is recommending that the contract for the 2021 Streets Construction Project be awarded to H&K Group for the base bid and the Alternate Bid for Old Fritztown Road for a total amount of \$1,013,709.65. Mr. Myer questioned the status of the maintenance work and the road work proposals for 2022 and 2023.
6. Conditional Offer of Employment – Part Time Police Administration Position – Chief Ross, Deputy Chief Powell and Human Resources Director Ms. Reardon are requesting permission to extend a conditional offer of employment for this position. The offer is contingent upon the individual’s successful completion of the required post-offer background screening. The starting salary is \$20.00 per hour.
7. Bid Award – Highway Lighting Project – Chief Ross is recommending the acceptance of the CoStar Quote of \$59,603.04 from Denny Electric Supply to replace 81 fixtures and provide the required PennDOT safety specifications. The second part of the project will cost \$15,157.89
8. Reedy Road Pump Station Agreement – Mr. Moll is requesting that the Board of Supervisors authorize the appropriate Township Official to execute this Agreement.
9. Glen Ridge Estates Agreement - Mr. Moll is requesting that the Board of Supervisors authorize the appropriate Township Official to execute this Agreement.
10. Tapping Fee Study Proposal from Entech Engineering – The Infrastructure Committee has recommended that the Board of Supervisors authorize Entech Engineering to perform a study of the Township’s Sanitary Sewer Tapping Fees so that they can be updated to current standards. Estimated cost to complete the study is \$7,800.00.
11. Wyomissing Interceptor Project – Engineering Design Proposal – Entech Engineering – Mr. Moll reviewed the history of this project and the proposal to increase the lines from 18” to 30”. The Infrastructure Committee recommends that the Board of Supervisors authorize Entech Engineering to begin the design for the replacement of the existing 18” pipe in Segment 1 with a 30” diameter pipe. The Committee also recommended that “build out” flows for Segment 2 be estimated and if necessary the design work also be commenced for the pipe’s replacement with the appropriately sized pipe.
12. Wireless Communication Ordinance – Setting of Public Hearing Date – Mr. Moll is requesting that the Board of Supervisors authorize this hearing to be advertised for the regular public meeting of May 24, 2021.
13. Variance Request – 532 Hain Road – Zoning variance requested for the erection of a 30’ x 40’ pole frame building on this property. The Planning Commission is recommending that the Zoning Hearing Board grant the variance request and require that the three existing parcels be combined into a common deed description.

ACTION ITEMS FOR APPROVAL (Continued)

14. Time Extension/Plan Withdrawal – 3 Meridian Boulevard – Mr. Moll reviewed this project and the expiration of the most recent time extension. This property has changed ownership and the current expiration date for the Final Plan revision is April 17th, 2021. Since the property has changed ownership anyway, the recommendation is for the Township to reject the original plan based upon the last review letter from the Engineering Department dated November 18, 2019. The new property owners can now submit a new application.
15. Planning Module Resolution – 325 Miller Road – Mr. Moll reviewed this project and its current status. The applicant has been required to complete a Planning Module for this project and has requested that the Board of Supervisors adopt Resolution 2021-09 approving the proposed revision to the Township’s Official Sewage Facilities Plan.

Motion to approve Action Items # 1 through 15 was made by Mr. Myer, seconded by Ms. Smith. Upon roll call, all Supervisors present at the meeting voted affirmatively. MOTION CARRIED.

TOWNSHIP DIRECTORS

- A. Zoning/Building Codes Department – Mr. Wozniak reviewed his monthly report and highlighted the property at 2438 McKinley Avenue which was referred to the Berks County Blight Committee and that process is almost complete. The building will be removed by the Berks County Redevelopment Authority and then the property will be sold. 91 permits were issued and 37 pre-settlement inspections were completed during March 2021. Discussion was held on the status of the 2732 Penn Avenue property. Mr. Wozniak is prepared to file the civil complaint on April 13th. The Fire Marshall has also completed his report.
- B. Parks and Recreation Department –
 - a. Red Caboose Park – Restroom Usage – Due to COVID regulations, park restrooms must be cleaned after and between each event. Ms. Houck reviewed the request from the West Lawn Owls to use the restrooms at Red Caboose Park and the Parks and Recreation Board’s request for a donation for this service. Mr. Myer and Ms. Smith are in favor of allowing the Club to use the restrooms and Mr. Piscitelli was agreeable to providing a donation. After discussion between the Supervisors, Ms. Houck and Mr. Piscitelli the Board directed Ms. Houck and Mr. Groller to analyze the Township’s costs associated with cleaning the restrooms and report back at the next meeting so that a donation amount could be established.
 - b. COVID-19 Update – Facility Usage – Ms. Houck reviewed the current occupancy regulations for outdoor facilities. The Department will continue to operate its programs at the current occupancy limits while observing social distancing regulations. Discussion was held regarding pavilion reservations, resident and non-resident rental rates and the Township’s ability or inability to restrict facility reservations to residents only.

Motion to permit pavilion reservations based on current CDC and PA Department of Health guidelines and the number of attendees reported by the customer was made by Mr. Stuck, seconded by Ms. Smith. Upon roll call, Supervisors Stuck, Smith and Myer voted affirmatively. Supervisor Kocher voted no. MOTION CARRIED.

TOWNSHIP DIRECTORS (Continued)

- C. Engineering/Planning Department –
 - a. PennDOT Meeting Recap -Mr. Moll reviewed the field meeting that was held on April 6th at the Hofmann Tract Apartments project site to assess pedestrian safety. Representatives from the Township, PennDOT and the applicant were present. Recommendations from the meeting include:
 - i. A lead pedestrian interval shall be provided to give pedestrians additional time for crossing.
 - ii. Each intersection will be provided with a countdown timer to alert pedestrians of the remaining time.
 - iii. Each signal shall be provided with and electronic “No Right Turn” signs that are illuminated when the pedestrian crossing buttons are activated.
 - iv. Pavement markings for the cross walks shall be the “Piano Keys” type
 - b. Oxford Avenue – Mr. Rothermel, 209 Wellington Avenue, is requesting that the dead end of Oxford Avenue off Wellington Avenue be vacated. If the Board is agreeable to the concept, Mr. Moll with pursue the project. If this vacation is approved, the applicant will be responsible for paying any costs associated with the vacation. The Board agreed to have Mr. Moll proceed with this project.
- 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 – No Report
- B. Township of Spring Fire Rescue Services – Chief Hackman reviewed his monthly report for March 2021. There were 211 responses- 135 were fire related calls and 76 were medical/motor vehicle responses. The Department received aid 50 times and provided aid 41 times.
- C. West Side Regional EMA – Mr. Bausher – No Report.

SOLICITOR – Mr. Becker – No Report

OLD BUSINESS: None

NEW BUSINESS:

Resolution 2021-10 – Extension of Disaster Emergency Declaration – The current declaration expires today. This resolution will extend the declaration until July 12th, 2021.

Motion to approve Resolution 2021-10 was made by Mr. Myer, seconded by Ms. Smith. Upon roll call, all Supervisors present at the meeting voted affirmatively. MOTION CARRIED.

ANNOUNCEMENTS:

1. An Executive Session was held prior to this meeting to discuss matters of potential litigation.
2. Next meeting will be held at 7:00 p.m. on Monday, April 26th, 2021.

ADJOURNMENT:

There being no further business, Chairperson Stuck adjourned the meeting at 8:45 pm.

Respectfully submitted,

Judy Houck, Director of Parks and Recreation/
Township Secretary