



TOWNSHIP OF SPRING

BERKS COUNTY, PA
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BOARD OF SUPERVISORS MEETING MINUTES June 28th, 2021

OPENING OF MEETING: A regular business meeting of the Board of Supervisors was called to order by Vice Chairperson Smith at 7:03 p.m. on Monday, June 28th, 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 Smith, Kocher, Myer and Ulrich were present. Supervisor Stuck was absent. Also present were: John Groller, Jim Moll, Judy Houck, Jen Bensinger, Chief Hackman, Chief Ross, Deputy Chief Powell, Lieutenant Troutman, Daniel Becker, Esquire, GD Brenner, Chris Turtell and Jim Adams. The following individuals attended the meeting via teleconference: Brenda Daelhousen, Larry Schneck, Anthony Tucci, Greg from WFMZ, Chris Hannum, Jesse Royer, Mike Wertz and Gia Raffaelli.

OPEN TO THE FLOOR:

Tony Tucci, Western Berks Ambulance, gave a brief update of the repair status on the ambulance building. He anticipates being able to move back into the building in eight to ten months.

Brenda Daelhousen, Tennyson Avenue questioned how residents are supposed to find out about the candidates who are running for Township office. Mr. Becker stated that the Township is not and cannot be involved with the elections, the Township must remain neutral. Ms. Smith suggested she contact the Berks County Board of Elections and Mr. Ulrich suggested she use the “Ask the Reading Eagle” service.

Larry Schneck, Hillvale Avenue questioned the status of the stormwater problems he is having with his neighbor. Mr. Becker reviewed the court proceedings and decisions to date and indicated that he believes the Zoning and Code Official is pursuing the matter.

Jess Royer questioned why the “Borough of West Lawn” signs are still erected along Penn Avenue.

G. D. Brenner, 2811 Rebecca Drive – reported that in 2018 the flooding washed out the stone retaining wall on his property and now part of his property is starting to wash away. Mr. Moll commented that he does not believe that this is a municipal issue. The Township does not have an easement in this area and the Township did not construct the system. Mr. Moll reported that this swale was in place and listed on the subdivision plan as an existing feature. Mr. Brenner is concerned because the area that is washing away is only seven (7) feet from the corner of his house. Mr. Moll will meet with Mr. Brenner to further discuss the matter.

PRESENTATION BY HERBEIN & COMPANY – Chris Turtell reviewed the audit report with the Board of Supervisors. Mr. Myer appreciated receiving this information in a timely fashion.

PRESENTATION BY PA CHIEF'S ASSOCIATION

Mr. James Adams from the Pennsylvania Police Chief's Association presented Chief Ross and Lieutenant Troutman with a plaque recognizing their fifth (5th) re-accreditation as well as a plaque commemorating their status as a Premiere Status Accredited Department. The Commonwealth of Pennsylvania has over 1,000 police departments and only 131 departments are accredited. The Township's Police Department is the only accredited department in Berks County. They are one of only sixteen (16) Premiere Status Departments in the Commonwealth.

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 – June 14th, 2021
2. List of Bills for Approval –
 1. **General Fund - \$302,741.26**
 2. **Street Lighting Tax Fund - \$24,843.45**
 3. **Fire Hydrant Tax Fund - \$-0-**
 4. **Refuse Tax Fund - \$52,391.72**
 5. **Escrow Fund - \$-0-**
 6. **Sewer District #3 Fund - \$53,025.71**
 7. **Fire Protection Fund - \$47,095.18**
 8. **Capital Fund - \$12,477.56**
 9. **Transportation Improvement Fund - \$12,477.57**
3. Liberty Youth Baseball/Softball Lease Agreement Renewal – Ms. Houck reported that the Parks and Recreation Board is recommending the renewal of the lease for General Frank's Field on an annual basis beginning January 1st,
4. Hoffmann Publishing Contract – Ms. Houck requested permission to work with Solicitor Becker to update the contract prior August 30th, 2021.
5. Proclamation – July as Parks and Recreation Month – Ms. Houck requested that the Board adopt the proclamation prepared by the National Recreation and Parks Association recognizing the month of July as Parks and Recreation Month in Spring Township.
6. Payment Application #3 – WWTP Clarifier Project – Entech Engineering is recommending payment of Application #3 from PSI Solution in the amount of \$61,024.32. Mr. Darrah reported that the project is going well despite the delay in receiving materials due to the pandemic.
7. Purchase Order – WWTP Vehicle Replacement – Mr. Darrah requested approval to purchase a 2021 Ford F350 SRW Regular Cab 4 x 4 Pickup Truck with a utility body from Fred Beans Ford in West Chester for \$42,194.47.

ACTION ITEMS FOR APPROVAL (Continued):

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

TOWNSHIP DIRECTORS

A. Zoning/Building Codes Department – Mr. Wozniak – No Report

B. Parks and Recreation Department – Ms. Houck

- 1) Ms. Houck submitted a written report. Pavilion reservations continue to be received at a rapid pace and summer programs and events are continuing.
- 2) COVID Regulations and Department Operations – Ms. Houck sought direction from the Board of Supervisors regarding pavilion and Administration Building occupancy rates, program participant screenings, participation limits and the Department's Health and Safety Plan. Mr. Kocher suggested that this matter be taken to the Parks and Recreation Board for their recommendation. The Board is continuing with the current COVID regulations that are in place including the wearing of masks by staff, instructors and program participants.

C. Engineering/Planning Department – Mr. Moll

- 1) Spring Towne Center – Estoppel Certification -Township Staff has reviewed the Township's records and has determined that the appropriate fees for stormwater storage capacity have been paid in accordance with the provisions of the agreement with Brandolini Companies, the owners of the Spring Towne Shopping Center. Mr. Moll requested authorization for the appropriate Township Official to sign the Estoppel Certificate which confirms that the agreement is valid and that no monies are owed to the Township.

Motion to authorize the appropriate Township Official to sign the Estoppel Certificate was made by Mr. Myer, seconded by Mr. Ulrich. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED.

- 2) West Lawn United Methodist Church – Alley Vacation–Mr. Moll reviewed the progress on this project which will lead to the vacation of a portion of the existing alley located along the Church property. Mr. Moll requested authorization to advertise that the vacation of the alley will be considered at a Board of Supervisors' meeting in August 2021.

Motion to authorize the advertisement of the hearing for the alley vacation was made by Mr. Ulrich, seconded by Mr. Kocher. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED.

- 3) Hofmann Tract Apartments –Mr. Moll reviewed this project and the framework for the agreement that was developed between the Township staff and the applicant. The major provisions include 1) the existing roadway will be stabilized by the application of a bituminous wearing course to the Township Engineer's satisfaction. This work will be undertaken by the Township, utilizing Township forces; however, all labor and materials costs would be borne by the applicant, 2) the Road Use Agreement will require the applicant to post financial security to cover the maintenance of the

TOWNSHIP DIRECTORS (Continued)

C. Engineering Department (Continued)

3) Hofmann Tract Apartments (Continued)

existing roadway in its resurfaced condition, and to repair any damage that results from the applicant's use of the roadway, and 3) the financial security posted with the Improvements Agreement for the development must include funding for the necessary repairs to this portion of Iroquois Avenue as part of the improvements to be installed by the applicant. This work will be performed in conjunction with the construction of the site improvements, in accordance with the provisions of the Street Cut Ordinance and the Township's Standard Construction Specifications.

Motion to authorize the Township Staff to complete the negotiations of the Road Use Agreement with the applicant and to authorize the appropriate Township Officials to execute the Agreement upon its completion was made by Mr. Myer, seconded by Mr. Ulrich. Upon roll call, all Supervisors voted affirmatively. MOTION CARRIED.

- 4) Grant Extension Request – Mr. Moll reported that in 2018, the Township received two (2) MS4 Improvements Grants totaling \$757,000.00 for water quality improvements. Due to delays caused by the COVID pandemic, Mr. Moll is requesting that the Township request an extension of the deadline for the expenditure of the grant funding.

Motion to authorize the appropriate Township Official sign the official forms to DEP requesting an extension of the deadline for the expenditure of the grant funding was made by Mr. Ulrich, seconded by Ms. Smith. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED.

- D. Finance Department – Mr. Groller presented the Comparative Income Statement for May. Revenues from 2020 to 2021 have increased by 21.19% and expenses are 2.47% higher. The revenue for 2021 includes a \$500,000.00 one-time inflow from a settlement between the school district and a local business.
- E. Human Resources – Ms. Reardon – No Report.
- F. Public Works – Mr. Darrah – No Report.

PUBLIC SAFETY

- A. Police Department – Deputy Chief Powell presented the monthly report and highlighted the increases in traffic citations, accidents and arrests.
- 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. ARPA Funding Update – Mr. Groller reported that the Township's American Rescue Plan Application has been submitted to DCED (Department of Community and Economic Development).
- B. Goose Lane Yard Waste Site – Mr. Groller updated the Board on the status of this project

and his plans to have a construction estimate by the end of August. Due to wetlands, wells, dwelling units and streams located on the site, it is difficult to find enough space to place the yard waste site. Staff continues to work with the consultant who is recommending that the Township re-locate the site on the same parcel of property. Township staff has a meeting on June 30th with several other parties to continue working on this project.

NEW BUSINESS: None

ANNOUNCEMENTS:

1. An Executive Session was held prior to this meeting to discuss matters of personnel.
2. Next meeting will be held at 7:00 p.m. on Monday, July 12th, 2021.

ADJOURNMENT:

There being no further business, Vice Chairperson Smith adjourned the meeting at 8:08 p.m.

Respectfully submitted,

Judy Houck, Director of Parks and Recreation/
Township Secretary