



TOWNSHIP OF SPRING

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BOARD OF SUPERVISORS MEETING MINUTES July 12th, 2021

OPENING OF MEETING: A regular business meeting of the Board of Supervisors was called to order by Chairperson Stuck at 7:04 p.m. on Monday, July 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 Kocher, Myer and Ulrich were present. Supervisor Smith was absent. Also present were: John Groller, Judy Houck, Mary Burkholder, Jen Bensinger, Deputy Chief Powell, Aaron Wozniak, Daniel Becker, Esquire, Ben Robitzer of the Spring Township Lion's Club and Gary Collier. The following individuals attended the meeting via teleconference: Chief Hackman, Paul Darrah, Larry Schneck, Jess Royer and Alysson Robitzer.

OPEN TO THE FLOOR:

Gary Collier, of 2814 Belmont Avenue, expressed his concerns regarding updating the Township's building codes. Mr. Collier believes that the Township should lead the change in converting all home and business energy sources to electric. He requested that the Township adopt building codes that require all new construction be energized by all electric sources.

Larry Schneck of 2826 Hillvale Avenue, was checking in for an update on the 2824 Hillvale Avenue issue. Mr. Wozniak reported that a second civil complaint has been filed and he is waiting to be notified about the next court date. Mr. Becker stated that the Township is following the legal process.

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 28th, 2021
2. List of Bills for Approval –
 1. **General Fund - \$200,379.34**
 2. **Street Lighting Tax Fund - \$-0-**
 3. **Fire Hydrant Tax Fund - \$6,844.97**
 4. **Refuse Tax Fund - \$108,830.82**
 5. **Escrow Fund - \$-0-**
 6. **Sewer District #3 Fund - \$214,922.15**
 7. **Fire Protection Fund - \$5,192.52**
 8. **Capital Fund - \$88,929.95**

ACTION ITEMS FOR APPROVAL (Continued):

Mr. Stuck and Mr. Myer questioned a vendor listed under the Capital Fund that appeared on the first bill run but not on the updated list that was distributed at the meeting. There was a correction made to the vendor's name on the updated list of bills.

3. Spring Township Lions' Club – Halloween Parade Request – The Spring Township Lions' Club is requesting permission to host their 45th Annual Halloween Parade on October 20th, 2022 with a rain date of October 21st. They are also requesting that the Township waive the Police and Fire Police fees.
4. ADA Park Paths – Payment Application #4 – Ms. Houck and Great Valley Consultants are recommending payment of the fourth and final payment application to Construction Services in the amount of \$10,235.45.
5. Recreation Program Coordinator – Conditional Offer – Ms. Houck and Ms. Reardon are requesting permission to extend a Conditional Offer of Employment to the selected candidate at a starting salary of \$58,000.00.
6. Fire Marshal Vehicle Replacement -Purchase Order No. FR-2022-0001– Chief Hackman is requesting permission to order the Fire Marshal's replacement vehicle from New Holland Ford through the CoStars Contract #25-117 in the amount of \$67,341.00. It is estimated that it will take approximately 34 to 40 weeks to receive this vehicle so no funds will be expended in 2021. This vehicle replacement follows the Department's Apparatus Replacement Plan and the NFPA 1901 Standard for Automotive Fire Apparatus. There will also be a trade-in on the existing vehicle.
7. Payment Application # 1 – WWTP Clarifier #3 Project – Mr. Groller reported that Entech Engineering is recommending payment of Application #1 from Pumping Solutions Incorporated for the WWTP Clarifier # 3 Project in the amount of \$33,632.82. Application #1 is for the associated bonds and insurances for the project.
8. Payment Application # 2 – WWTP Clarifier #3 Project – Mr. Groller reported that Entech Engineering is recommending payment of Application #2 from Pumping Solutions Incorporated for the WWTP Clarifier # 3 Project in the amount of \$43,532.73. Application #2 is for a portion of the mobilization, submittals and demolition.
9. Payment Application # 4 – WWTP Clarifier #3 Project – Mr. Groller reported that Entech Engineering is recommending payment of Application #4 from Pumping Solutions Incorporated for the WWTP Clarifier # 3 Project in the amount of \$52,424.13. Application #4 is for a portion of the demolition, excavation and piping.
10. Public Works Department Truck Replacement Request – Mr. Darrah is seeking approval to purchase a 2020 F550 Dump Truck with a dump body and salt spreader for \$69,128.00 to replace a 2003 Freightliner that requires \$15,000.00 to repair it.

ACTION ITEMS FOR APPROVAL (Continued):

Motion to approve Action Items # 1 through #10 was made by Mr. Myer, seconded by Mr. Kocher. Upon roll call, Mr. Stuck abstained from voting on item # 1 and Mr. Myer voted against paying Great Valley Consultant invoices for road work (\$5,903.64 and \$6,426.46) all other Supervisors present voted affirmatively. MOTION CARRIED.

TOWNSHIP DIRECTORS

A. Zoning/Building Codes Department – Mr. Wozniak submitted a written report. During June 2021, 114 permits were issued and 62 pre-settlement inspections were completed. The Department also received 23 complaints. Mr. Stuck questioned the status of the gas station on Penn Avenue – Mr. Wozniak will follow up and report back to Mr. Stuck. Mr. Stuck also questioned the status of the basketball standard on Belmont Avenue and Stevens Avenue. Mr. Wozniak will follow up on these items as well.

B. Parks and Recreation Department – Ms. Houck –No Report

C. Engineering/Planning Department – Mr. Becker reported on the following items:

- 1) 2043 Old Lancaster Pike – Variance Requests – Mr. Becker reviewed the application which involves a large pole building that was built without a permit and that also requires zoning relief for building coverage, impervious coverage, front yard set-back, side yard set-back, building floor area and building height. The Planning Commission recommended that the Zoning Hearing Board deny all requests for waivers and zoning relief.

Motion to recommend to the Zoning Hearing Board that all requests for waivers and variances be denied was made by Mr. Myer, seconded by Mr. Kocher. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED.

- 2) 68 Norman Street – Appeal of Notice of Violation–Mr. Becker reviewed the application which involves a fence on a corner lot that was constructed without a permit, is higher than permitted and is not 50% transparent. The Planning Commission did not make any recommendation to the Zoning Hearing Board on this application. *The Board of Supervisors did not make any recommendation on this application.*

- 3) Iroquois Avenue – Road Use and Maintenance Agreement –Mr. Becker reported that this item was being removed from the agenda at the request of the developer.

D. Finance Department – Mr. Groller – No Report

E. Human Resources –Mr. Groller and Ms. Reardon requested that the Board authorize an increase in the annual salary of the Information Technology Director/GIS Coordinator to \$70,000.00 per year which is the mid-point of the job range due to excellent performance. This increase will be retroactive to July 5th, 2021.

Motion to approve the salary increase to \$70,000.00 for the Information Technology Director/GIS Coordinator was made by Mr. Ulrich, seconded by Mr. Myer. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED.

TOWNSHIP DIRECTORS (Continued)

- F. Public Works – Mr. Darrah – No Report. Mr. Myer questioned the status of the enforcement of the road cut ordinance. Mr. Darrah replied that the road cuts that are currently being repaired were cuts that were done prior to the new ordinance. Mr. Becker explained that the method of repair is based on the ordinance and regulations that were in place when the utility cut permit application was issued. If the permit was issued prior to the adoption of the new ordinance, the Township cannot force the contractor to use the new repair method but we can ask them to.

PUBLIC SAFETY

- A. Police Department – Deputy Chief Powell requested that the Board of Supervisors certify the list of prospective police candidates that was submitted.

Motion to certify the list of prospective police candidates as submitted was made by Mr. Kocher, seconded by Mr. Ulrich. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED.

Deputy Chief Powell requested permission to extend a Formal Offer of Employment to Shea Nolan, the number one candidate and a USMC Veteran. His appointment will be effective July 26th, 2021.

Motion to extend a Formal Offer of Employment to Shea Nolan, effective July 26th, 2021 was made by Mr. Ulrich, seconded by Mr. Kocher. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED.

- B. Township of Spring Fire Rescue Services – Chief Hackman submitted a written report. During June the Department had 239 responses of which 159 were fire related calls and 80 were medical or motor vehicle responses. Mr. Ulrich questioned a water/ice rescue and a ring/jewelry removal. Chief Hackman explained that the water rescue was a vehicle in flood waters and the Department has special equipment to remove jewelry from injured individuals.
- C. West Side Regional EMA – Mr. Bausher – No Report.

SOLICITOR – Mr. Becker – No Report.

OLD BUSINESS: Mr. Groller reported that the Township was awarded a Green Light Go Grant for the traffic signals along the Penn Avenue Corridor. The amount of the grant is \$518,310.04. The Township's match is \$129,577.00.

NEW BUSINESS: Mr. Groller welcomed Mary Burkholder as the new Township Secretary.


ANNOUNCEMENTS:

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

ADJOURNMENT:

There being no further business, Chairperson Stuck adjourned the meeting at 7:52 p.m.

Respectfully submitted,



Judy Houck, Director of Parks and Recreation/
Township Secretary