



# TOWNSHIP OF SPRING

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## BOARD OF SUPERVISORS

### MEETING MINUTES

**AUGUST 23, 2021**

**OPENING OF MEETING:** A regular business meeting of the Board of Supervisors was called to order by Chairperson Stuck at 7:03 p.m. on Monday, August 23, 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, Myer, Smith, and Kocher were present. Also present were: John Groller, Judy Houck, Mary Burkholder, Aaron Wozniak, Jen Bensinger, Paul Darrah, Chief Colin Hackman, Deputy Chief Powell, Dan Becker -Esquire, Anne Hertzog, Mitchell Darcourt and Emily Kline.

The following individuals attended the meeting via teleconference: Michael Wertz, Steve Hoffman-Great Valley Consultants. Matt's I-Phone, Jesse Royer and Donna Bird.

### **OPEN TO THE FLOOR**

Anne Hertzog -550 Gring's Hill Road stated since August of 2006 the residents along the east side of Gring's Hill Road, between Miller Road and Old Fritztown Road have been repeatedly inundated with stormwater damage. The water runoff begins at the top of Miller Road bringing debris down Gring's Hill Road. The three properties at the top of the hill, including her property located at 550 Gring's Hill Road are affected the worst. Ms. Hertzog stated the water and all the debris goes through the properties, through the woods and to properties along Arrowhead Trail. Ms. Hertzog believes during road paving this summer Miller Road appears to be slightly widened which in her opinion will make the flooding worse. Ms. Hertzog questioned when the Township will address the drainage problems.

Mr. Becker reported that Mr. Moll, the Township Engineer, will be returning from medical leave soon. Staff will get together to review the stormwater issue with Mr. Moll and reach out to Great Valley Consultants who has been assisting the Township while Mr. Moll has been on leave.

Jesse Royer- 963 Fritztown Road reported the City of Reading is initiating the process of banning plastic bags. Mr. Royer encouraged the Township to consider implementing the same practice.

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

1. Meeting Minutes – Regular Business Meeting – August 9, 2021
2. Bills for Approval –
  1. **General Fund - \$1,864,514.79**
  2. **Street Lighting Tax Fund - \$25,034.19**
  3. **Fire Hydrant Tax Fund - \$8520.49**
  4. **Refuse Tax Fund - \$56,522.94**
  5. **Escrow Fund - \$0**
  6. **Sewer District #3 Fund - \$444, 457.20**
  7. **Fire Protection Fund – \$246, 266.18**
  8. **Capital Fund - \$10, 618.222**

3. Stormwater Controls and Best Management Practices- 3056 Marcor Drive  
Ms. Bensing reported that the property owners of 3056 Marcor Drive, located in the moderate density suburban district, have proposed adding an in-ground pool, patio, pavilion and equipment pad and relocation of the existing shed. The proposal will result in adding approximately 1,200 sq. ft of additional impervious coverage to the lot. The plan submittal shows a proposed underground stormwater facility consisting of a stone bed which will be gravity fed. The overflow connects to the downspouts and the water will flow into the street. The Township’s adopted Storm Water Ordinance requires the applicant to enter into a maintenance agreement with the Township for the Private Best Management controls and the plan must be recorded. The plan has been reviewed and approved by Great Valley Consultants and approval of the proposed plan is recommended.

Mr. Stuck and Ms. Smith questioned if a review was done to determine the impact of additional water going into the storm sewers and how the additional flows will affect surrounding properties when we have a big rainstorm.

4. Resolution 2021-16-Agreement to Provide Dispatch Services  
Mr. Groller reported that Berks County provides emergency dispatch services to the Township. The County is updating their agreements with the municipalities. The County is fixing its annual fee at the 2021 rate with only inflation index increases thereafter.

Mr. Myer questioned asked how many counties charge for this service. It is believed that only a few counties in the Commonwealth charge for these services. Mr. Myer suggested the municipalities in Berks County should get together and address this issue.

5. Spring Ridge Pump Station Project- Payment Application #1 and #2  
Mr. Groller reported both applications for the Spring Ridge Pump Station Project have been reviewed by Entech Engineering and payment is recommended. Payment Application #1 in the amount of \$59,805.00 and Payment Application #2 is in the amount of \$185,770.00 totaling \$245,575.00 for both applications. The total balance remaining on the project will be \$29,000.00.
6. Current COVID Regulations Update  
Ms. Houck reported at the August 19, 2021 Parks and Recreation Board meeting the Board discussed the Township’s current recreation program and park facility COVID regulations, current CDC and PA Department of Health recommendations and Berks

**ACTION ITEMS FOR APPROVAL (Continued)**

6. Current COVID Regulations Update (Continued)

County's status as a location of "High Transmission." The Parks and Recreation Board recommends the Parks and Recreation Department continue to adhere to the current regulations as summarized

1. Athletic teams must submit a Health and Safety Plan
2. Pavilion rentals- 75% capacity
3. Outdoor program limit-25 participants
4. Indoor program limit-6 ft. social distance guidelines
5. Staff, instructors and participants-COVID screening and masks
6. Department Health and Safety Plan-attached to registration, must agree to register

The Parks and Recreation Board reviewed the August 17, 2001 request from Wilson Junior Soccer Club to hold their annual tournament on the fields at Cacoosing Meadows Park during the weekend of October 8<sup>th</sup>-10<sup>th</sup>. The Board is recommending that the tournament be permitted.

7. Berks County Parks & Recreation Department- Bucket Truck Request

Ms. Houck reported the Berks County Parks and Recreation Department is requesting the use of the Township's bucket truck to assist in the installation of their lights for the Holiday Lights program.

Mr. Stuck expressed his concern about permitting the use of Township equipment without proper training and the Township's liability in the event of an accident.

Mr. Kocher noted if the Township would permit loan of the bucket truck it would be nice if the County would give back funding to the West Lawn Library.

8. Public Gathering Permit-Shocktoberfest

Mr. Wozniak reported the Township received the annual Shocktoberfest application for a public gathering. A public gathering is identified as a gathering with more than 500 persons. The event will be run similar to COVID procedures implemented in 2020. The event will run Fridays and Saturdays in September and Fridays, Saturdays and Sundays in October. A revised application was submitted outlining the event's noise control procedures to include the use of the applicant's own noise meters. Mr. Wozniak and Troy Hatt, Fire Code Official for the Township reviewed the application and recommend the Board of Supervisors approve the application subject to the following conditions:

- 1) Noise to be controlled per the application that was submitted last year
- 2) Approval be based on a successful operational inspection the day prior to the event

9. Handicapped Parking Request- 2220 Fairview Street

Deputy Chief Powell requested approval for a handicapped parking space for 2220 Fairview Street. Sergeant McCreary inspected the site and all applicable fees have been paid.

10. Handicapped Parking Request-2203 Highland Street

Deputy Chief Powell stated he is not recommending approval for a handicap parking request on 2203 Highland Street due to the availability of off- street parking.

**ACTION ITEMS FOR APPROVAL (Continued)**

11. Reedy Road Pump Station Project-Escrow Release #1  
Mr. Groller reported Great Valley Associates has reviewed the request and is recommending the release of 85% of the escrow.
  
12. 2021 Capital Reserve Transfer Recommendation  
Mr. Groller reported that in July, the Independent auditors reviewed the Township's 2020 financial statements. The auditors noted the Township's excess general funds were approximately 60% of the current operating expenses. The recommended amount of excess funds in the General Fund is 20-30%. The Finance Committee recommends the Board of Supervisors approve a onetime transfer of \$2,000,00.00 from the General Fund into the Capital Fund for future capital needs as determined by the Board of Supervisors.
  
13. Setting of Trick or Treat Night for Sunday October 31<sup>st</sup>  
Mr. Groller requested the Board of Supervisors set Trick or Treat Night in Spring Township for 2021 as Sunday, October 31<sup>st</sup> from 6-9 pm.

*Motion made by Ms. Smith, seconded by Mr. Myer to approve action items 1 thru-9, and action items 11-13.*

*Ms. Smith abstained on bill number 104527 to UGI Corporation in the amount of \$497.77.*

*Mr. Kocher and Mr. Stuck voted no on item number 7-Berks County Bucket Truck request.*

*Upon roll call vote, action items 1-6, 8 and 9 and 11-13 were approved. MOTION CARRIED  
Item #7 was denied.*

**TOWNSHIP DIRECTORS**

A. Zoning/Building Codes Department

Mr. Stuck asked if there was any action on the former Schoellkopf Service Center site. Mr. Wozniak reported at this time the Township is waiting for information on the availability of sewer capacity at the location.

Mr. Stuck asked if there was any action on the bank property on Route 724. Mr. Wozniak spoke to the consultants for the proposed project and it appears they are working on it.

B. Parks and Recreation Department

Ms. Houck submitted a monthly report.

C. Engineering/Planning Department

Great Valley Consultants submitted a monthly report on behalf of Township Engineer Jim Moll.

Mr. Myer questioned the Harvard Boulevard options because there was no mention on the report about doing the construction over a period of two (2) years. Mr. Hoffman stated either of the two (2) options could be split into two (2) years. Mr. Myer requested the final report for Harvard Boulevard include the two (2) year option with the final estimated cost of construction.

**TOWNSHIP DIRECTORS (Continued)**

D. Finance Department

The July General Fund Comparative Income Statement was submitted. Mr. Groller reported the year to date revenues for 2021 are \$11,857,884.00. Year to year actual has remained consistent. Included in this report is the first half of the receipts from the Federal Government in the amount of \$1,400,000. The year to date expenses are approximately \$489,000.00 higher than 2020.

E. Human Resources –No Report

F. Public Works

Mr. Darrah reported construction on Jefferson Avenue started today and he anticipates completion by Friday. When Reedy Road was dug up the contractors experienced numerous issues. Last update Mr. Darrah received indicates Reedy Road paving will start tomorrow. The micro slurry seal has not come in and is on back order. Due to the weather and upcoming holiday, the schedule for work to commence is slated for Tuesday, September 7, 2021.

Mr. Darrah reported the Township received the new backhoe.

**PUBLIC SAFETY**

A. Police Department

Deputy Chief Powell presented the monthly report. Fraud cases have increased. Chief Powell reported on a few scams that the department is aware of including a child or grandparent scam where someone calls and states money is needed for treatment for an accident that has occurred. Another scam involves calling and pretending to be police officers stating a warrant is out for your arrest and money must be sent to avoid arrest and/or incarceration.

Deputy Chief Powell thanked the Public Works Department for the installation of the four way stop signs at the intersection of Dwight Street and Grandview Boulevard.

Mr. Stuck asked if there was any way the Township could install signs to prevent tractor trailer parking on Morgan Drive and any other locations in the Township that would be needed. The Police Department will look into the matter to make recommendations to the Transportation Advisory Committee.

B. Township of Spring Fire Rescue Service-No Report

C. West Side EMA-No Report

**SOLICITOR** –

Mr. Becker reported the State Legislature enacted Act 65 on June 30, 2021 which amends the Sunshine Law. The new amendment requires all action items must be on the agenda. The agenda must be posted on the Township's website a minimum of 24 hrs. before the meeting as well as being posted in a prominent place at the Township building. A few exceptions to the amendment are being permitted. If an emergency occurs that presents clear and present danger to persons or property, the Board of Supervisors may act without additional advertising/postings. Action may also be taken if

**SOLICITOR (Continued)**

the action does not include expenditures of funds or entering into a contract. If action is taken that does not fall under the listed exceptions the following procedures must be taken:

1. The Board of Supervisors must amend the agenda.
2. A revised agenda must be posted on the Township website within 24 hours of the amended agenda.
3. A revised agenda must be posted in a prominent place in the Township building.

Mr. Becker reported fines could be assessed against the Board of Supervisors for not adhering to the changes in the Sunshine Law.

**OLD BUSINESS:** No Report

**NEW BUSINESS:** No Report

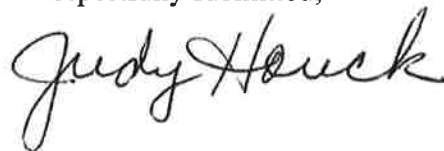
**ANNOUNCEMENTS:**

1. An Executive Session was held prior to this meeting to discuss matters of personnel, real estate and potential litigation.
2. Next meeting will be held at 7:00 p.m. on Monday, September 13<sup>th</sup>.

**ADJOURNMENT:**

There being no further business, Chairperson Stuck adjourned the meeting at 7:54 p.m.

Respectfully submitted,



Judy Houck, Director of Parks and Recreation/  
Spring Township Secretary