



TOWNSHIP OF SPRING

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BOARD OF SUPERVISORS MEETING MINUTES DECEMBER 28TH, 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, December 28th, 2021, in the Public Meeting Room of the Township of Spring Administration Building, located at 2850 Windmill Road, Spring Township, Berks County, Pennsylvania.

Upon roll call, Supervisors Stuck, Kocher and Ulrich were present. Supervisor Myer attended via teleconference. Also present were: John Groller, Judy Houck, Mary Burkholder, Aaron Wozniak, Fire Chief Hackman, Dan Becker-Esquire, Jesse Royer, Mike Wertz, Jeff Simcox, Brandon Guest and Chris Trickett. The following individuals attended the meeting via teleconference: Jim Moll, Chief Powell, Paul Darrah, Scott Anderson, Greg Purcell-WFMZ and Jeff Shyk.

Amendment to the Agenda-

Motion to amend the agenda to consider the Wilson School District's waiver requests and post the update to the Township's website tomorrow morning was made by Mr. Ulrich, seconded by Mr. Kocher. Upon roll call, all Supervisors voted affirmatively. MOTION CARRIED

OPEN TO THE FLOOR:

Wilson School District Waiver Requests-

Mr. Moll presented three (3) of the four (4) waiver requests submitted by the Wilson School District. The first waiver request was to waive the Plan Scale Requirement. The Planning Commission (PC) has recommended approval of this waiver. The third waiver request is the requirement to provide a minimum pipe size of 15-inches, and the fourth waiver is to waive the requirement to use corrugated polyethylene for pipe with diameters greater than 36-inches. Great Valley Consultants has recommended approval of these waivers. Mr. Stuck questioned why smaller pipes are being utilized for stormwater management. Mr. Moll explained in this particular case that the applicant needed it to obtain clearance and that there would be enough capacity; it is not a Township pipe but is part of the system on the school property.

Motion to approve Wilson School District's waiver requests of the plan scale requirement, minimum pipe size, and the use of a specific type of drainage pipe material was made by Mr. Ulrich, seconded by Mr. Myer. Upon roll call vote, all Supervisors present voted affirmatively. MOTION CARRIED

Mr. Moll stated the fourth and final waiver request from the Wilson School District was a waiver for the Traffic Impact Study. The Township ordinance states in the case of a school, (which is considered institutional), that any proposal that includes a 30,000 sq. ft floor area would require a Traffic Impact Study.

OPEN TO THE FLOOR: *(Continued)*

Wilson School District Waiver Requests *(Continued)*

The proposal for the addition of the school is approximately 70,000 sq. ft, well over the threshold that requires a Traffic Impact Study. Mr. Moll stated that noted the PC recommends a limited waiver approval, with the condition that the applicant provides specific information to illustrate that there will be no parking issues on neighboring streets or internal traffic circulation issues on the property.

Mr. Myer stated there would be significant changes in traffic flow and that the school district would want to have a Traffic Study of traffic flow and parking analysis in detail.

Mr. Kocher asked how much a Traffic Impact Study would cost. Mr. Anderson stated he believes the cost would be a minimum of \$30,000.00. Mr. Anderson noted that when the district hosts significant events, some of its numbers show they probably will exceed parking available in that area. Mr. Anderson stated that the ordinance specifies dealing with safety and congestion traffic impacts and how it will affect the public, and he believes that is what the focus should be.

Mr. Stuck questioned if the proposed auditorium is increasing the seating capacity. Mr. Moll reported the seating capacity is going from 1,000 seats to 1,200.

Mr. Simcox of the Wilson School District explained the district had reviewed the traffic flows and continues to work diligently to prevent possible traffic issues. He stated that there are currently four (4) points of ingress and egress, at Dwight Street and Grandview Boulevard, into the high school campus and that there would not be a change in any of those areas. The only difference in traffic flow would be the corridor back to Gurski Stadium. This area is typically locked and is only open for emergency vehicles. Mr. Simcox said that per Mr. Becker's request, he met with Anthony Tucci of the Western Berks Ambulance Association and Troy Hatt, Fire Marshal/Fire Code Official, for review of emergency access at that location. Mr. Simcox said that the 1200 seat capacity allows two (2) grades to use the auditorium simultaneously. Mr. Simcox stated the school district would closely monitor event scheduling to prevent parking on surrounding streets.

Mr. Kocher asked Mr. Simcox where additional parking would be located to compensate for the parking spots that the district is removing in front of the school. Mr. Simcox stated the district would turn the playground next to Whitfield Elementary close to Dwight Street into a parking lot. The playground is too close to the street and will be relocated to the back of the building. The playground changes will not affect traffic flows; this change is all internal on school property. District representatives met with the Transportation Director, Randy Williams, and discussed busses unloading on both sides, which should decrease the flow and impact of traffic. Mr. Kocher asked about the parking spots that will be lost on Dwight Street where teachers and students park and what that effect will be in parking for students with parking passes. Mr. Simcox stated the parking, in that case, the parking will be located further back on the lot.

Mr. Ulrich and Mr. Stuck expressed their concern about the extra seating capacity resulting in additional parking on the streets when the school has an event. Mr. Trickett stated at the school's home football games, they have had close to 5,000 people in their stadium. During the largest theatrical or concert event, the school will have nowhere near that number of people in attendance.

OPEN TO THE FLOOR: *(Continued)*

Wilson School District Waiver Requests *(Continued)*

Mr. Shyk stated that the parking lots at Whitfield Elementary will be available, with over 100 parking spaces. He noted that the district already exceeds the required parking by over 100 spaces without including parking spaces at Whitfield. Mr. Stuck asked how many total parking spaces the school would have, excluding Whitfield. Mr. Shyk said 759 parking spaces would be available as required by the ordinance.

Mr. Myer questioned whether the district thought about pedestrian flow for events, noting that anyone parking in the main lot where students park could walk straight to the stadium. With the changes, pedestrians will have to walk around the lower house and contend with traffic. Mr. Simcox said a corridor in that location would be open for events to go through directly to a venue.

Mr. Simcox stated the school district's primary concern is the tax base and that they do not believe that they are changing traffic patterns.

Mr. Kocher and Mr. Myer questioned how many parking spots would be lost in front of the auditorium and where those people are going to park when there is a significant event. Mr. Shyk stated he believes that most people will park in the large lots during the events and rotate around the lower house where there is substantial parking. Mr. Kocher asked how many spots will be eliminated in the purple section of the diagram. Mr. Shyk stated they would be eliminating approximately 100 spaces. Mr. Shyk noted that the district is adding spaces in the lot to the south between Dwight Street and the lower house, and 38 parking spaces will be added where the playground was previously located, totaling 877 parking spaces without including the lot at Whitfield. Mr. Stuck asked out of the 877 parking spaces how many are over between the two athletic fields additions where the bus parking is. Mr. Shyk stated parking would be added to the southwest and west of the lower house and lots on the north side of the building, gaining 17 additional spaces with all the changes.

Mr. Stuck asked if the count included the area between the two ball fields. Mr. Shyk stated the total count consists of 51 spaces in that location. If you took that off the total net, you would still have 826 spaces, which are 67 more spaces than required. Mr. Moll asked Mr. Shyk for clarification in stating "what is required," If he is referring to what the ordinance states, what must be designed for based upon the number of students and staff. Mr. Shyk agreed with Mr. Moll that is his understanding of what is required. Mr. Moll said it would not necessarily be adequate for a significant special event.

Mr. Anderson said it appears the school district may have reviewed and prepared some of the information the Township is requesting, including where the offset of parking will be located that was previously located at the purple building. Mr. Anderson stated the Township needs to review the information that demonstrates how events generate traffic, and how the district will handle everything internally and not cause issues along neighboring residential streets.

Mr. Ulrich asked if the 1200 seating capacity in the auditorium would cause any significant traffic issues with people arriving and departing onto Dwight Street and Grandview Boulevard.

Mr. Simcox stated he would be able to get that information, adding that they don't believe the daytime programs in the auditorium would negatively impact traffic flows.

OPEN TO THE FLOOR: *(Continued)*

Wilson School District Waiver Requests *(Continued)*

Mr. Stuck questioned if the district would be willing to install sidewalks on Howard Street, due to the large number of residents who walk to events at the school.

Mr. Myer asked about the parking areas that are currently grass and what effect that will have on stormwater in that area. Mr. Moll stated stormwater calculations are complete and offset the increase in impervious coverage. Mr. Moll reviewed the locations of the new synthetic athletic fields that the district was adding and said that Great Valley Consultants is currently reviewing this area to determine if there will be any issues.

Mr. Moll stated that if the Board favors the concept of a limited traffic study, he and Mr. Anderson would review the data and create a list of things that need to be addressed in the study. Mr. Stuck stated he would like to get a commitment from the district to address the pedestrian traffic along Howard Street. Mr. Shyk noted the district would have to discuss the installation of sidewalks. Mr. Stuck and Mr. Myer agreed a pedestrian study needs to be done by the district. Mr. Ulrich suggested that Mr. Moll and Mr. Anderson provide the information to the district to complete for consideration of a limited traffic study to include; addressing movement through the school campus, parking on the lots and streets, and the consideration of Howard Street included in a pedestrian study. Mr. Simcox stated that the district has applied to 3M Safe Routes to Schools for assistance.

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 – December 13th, 2021
2. Bills for Approval –
 1. **General Fund - \$62,053.63**
 2. **Refuse Tax Fund - \$31,514.02,**
 3. **Sewer District #3 Fund - \$58,204.15**
 4. **Fire Protection Fund – \$6,723.16**
 5. **Capital Fund-\$10,820.00**
3. COVID Regulation Update –

Ms. Houck stated that the Parks and Recreation Board recommends that the Township continue the current COVID guidelines for programs and facility rentals and review the guidelines on a monthly basis.
4. 2022 Pavilion Rates-

Ms. Houck reported that the Parks and Recreation Board reviewed the proposed rates on December 16th, 2021, per the Board of Supervisors' request. Ms. Houck provided the recommendation of rates and cancellation fees for pavilion rentals. The Board discussed the proposed rates and decided to keep the cancellation fee as presented for residents and increase the non-resident's cancellation fee to 50% of the cost of the pavilion rental. Mr. Kocher asked if the pavilion rental deposit is lost when the reservation is canceled.

ACTION ITEMS FOR APPROVAL: (Continued)

4. 2022 Pavilion Rates- *(Continued)*
Ms. Houck said the cancellation fee comes out of the deposit. Mr. Kocher asked if the deposit would cover the cost of a pavilion rental for 300+ people. Ms. Houck said it would not as the deposit for that size is \$250.00. In that scenario, the fee would be calculated manually. The cancellation fee would include the deposit, and the department would add the remaining amount due to the rental fee. Ms. Houck stated that in 2019 the Parks and Recreation Department had a total of ten (10) cancellations.
5. Resolution 2021-19–Township of Spring 2022 Budget & Tax Structure
Mr. Groller recommends that the Board of Supervisors adopt Resolution 2021-19 to approve the 2022 budget in the amount of \$34,802,350.00. There are no increases in Township real estate tax millage, fire protection millage, the street light tax, the fire hydrant tax, trash and recycling fees, or sewer service fees.
6. 2022 Pay Rates -Non- Union Employees–
Mr. Groller provided the Board of Supervisors with the recommended salary increases for non-union employees for 2022.
7. 1143 Old Fritztown Road-Stormwater Management Agreement-
Mr. Moll reviewed the submittal of the proposed Stormwater Management Plan for the property located at 1143 Old Fritztown Road. The property owner is proposing to construct a new dwelling. The property owner provided stormwater calculations to Great Valley Consultants for review. Great Valley Consultants is satisfied that the facilities that will be installed will mitigate the stormwater. Mr. Moll requested that the Board of Supervisors authorize the appropriate official to sign the agreement.
8. Emergency Repair- Award Contract–
Mr. Moll stated that the Township received a bid for the emergency repair contact. The Township received one (1) bid from Schlouch Excavating. Mr. Moll recommends that the Board of Supervisors authorize awarding the bid to Schlouch Excavating.
9. Non-Uniform Association Contract-See below
10. International Association of Fire Fighters Contract-See below
11. Police Officers of the Township of Spring Contract
Mr. Groller reported the Township has received verbal agreements for all three (3) negotiated union contracts (Items #9, #10, & #11). Mr. Groller requests that the Board of Supervisors authorize the appropriate official to sign the contracts when they are returned to the Township from the bargaining units.

Motion to approve Action Items #1-#11, with #9,#10 and #11 being contingent upon the receipt of the executed contracts by the end of 2021, was made by Mr. Myer, seconded by Mr. Ulrich. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED

TOWNSHIP DIRECTORS

A. Zoning/Building Codes Department -No Report

B. Parks and Recreation Department-

Playground Program Update- Ms. Houck provided a memo updating the Board of Supervisors on the discussion and review from the Parks and Recreation Board for the Summer Playground Program.

C. Engineering/Planning Department- No Report

D. Finance Department-No Report

E. Human Resources -No Report

F. Public Works-

Mr. Stuck asked Mr. Darrah what the status is with UGI and the road patches that they were going to take care of in the Township. Mr. Darrah reported UGI stated they would finish patching the roads after the first of the year, noting that UGI is short on staff. Mr. Stuck said there are a lot of areas that need to be patched on Garfield Avenue and Intervilla Avenue. Mr. Darrah stated the work on Intervilla was completed in October. Mr. Myer asked if the repairs were done by the Township's regulations. Mr. Darrah said the work was done by the Township's Roadcut Ordinance. Mr. Darrah reported Jacob Drive and Overland Avenue have been completed.

PUBLIC SAFETY

A. Police Department- Chief Powell submitted a monthly report and year-to-date review. Chief Powell thanked Mr. Myer and Mr. Ulrich for their service and support.

B. Township of Spring Fire Rescue Service- No Report

C. West Side EMA-No Report

SOLICITOR – No Report

OLD BUSINESS: No Report

NEW BUSINESS: No Report

ANNOUNCEMENTS:

1. An Executive Session was held prior to this meeting on matters of personnel and potential litigation.
2. Next meeting will be held at 7:00 p.m. on Monday, January 3rd, 2022.

ADJOURNMENT:

There being no further business, Chairperson Stuck adjourned the meeting at 8:12 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary L Burkholder".

Mary L Burkholder
Township of Spring Secretary