



TOWNSHIP OF SPRING

BERKS COUNTY, PA
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BOARD OF SUPERVISORS MEETING MINUTES MARCH 13TH, 2023

OPENING OF MEETING: Chairperson Stuck called a regular business meeting of the Board of Supervisors to order at 7:00 p.m. on Monday, March 13th, 2023, 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, Kocher, and Smith were present. Mr. Royer attended via teleconference, and Mr. Wertz was absent. Also present were: John Groller, Mary Rossi, Paul Darrah, Jen Bensinger, Judy Houck, Jim Moll, Chief Powell, Tom Bausher-West Side Regional EMA, and Daniel Becker, Esq. Chief Hackman, Mike Roberts & Phil Fraga-Cohen Law Group, and Craig Bonenberger attended via ZOOM.

AGENDA AMENDMENTS: Mr. Groller added two (2) items to the agenda:

1. Action Item #9: Authorization to execute an agreement to hire a recruiter for the open Assistant Engineering position
2. Action Item #10: Authorization to execute an agreement with WebTek to redesign the Township website

Motion to amend the agenda was made by Ms. Smith, seconded by Mr. Kocher. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED

OPEN TO THE FLOOR: None

EMA PRESENTATION

Thomas Bausher, Emergency Management Coordinator for West Side Regional Emergency Management Agency, gave a presentation highlighting the agency's existing available resources and data if an incident were to occur on the railroad tracks. Mr. Bausher said that the west side includes: Spring Township, Sinking Spring, West Reading, and Wyomissing.

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. Minutes from February 27th Meeting

ACTION ITEMS FOR APPROVAL (Continued)

2. List of Bills for Approval
 1. **General Fund - \$342,829.08**
 2. **Street Lighting Tax Fund- \$26,801.08**
 3. **Refuse Tax Fund- \$121,766.29**
 4. **Park Capital Outlay Fund- \$14,925.00**
 5. **Sewer District #3 Fund-\$56,798.37**
 6. **Fire Protection- \$42,733.21**
 7. **Capital Fund-\$3,958.61**

Mr. Stuck questioned if the Game Time Inc bill was for the Online Gaming Program.
Ms. Houck confirmed it was for repair parts for playground equipment.

3. Helping Harvest Extension of Time-Tabled
4. Authorization to Bid-Police Building Renovations
Mr. Groller stated that Entech Engineering provided the scope and timeline of the project.
5. Authorization to Advertise Blue Ridge Cable Agreement
Mr. Roberts said that Blue Ridge has 34 subscribers in the Township and has no intention of obtaining additional subscribers, explaining that this is a situation where they have provided service to customers in the Township since the late 70s but has not had a formal agreement.
6. Authorization to Advertise Service Electric Agreement
Mr. Fraga stated that Service Electric has yet to have customers in the Township, noting that their infrastructure needs to be built.
7. Learning Experience Planning Module & Resolution
Mr. Moll stated that the module and resolution are for the proposed daycare, Learning Experience, at Spring Ridge. Mr. Moll indicated the Board approved the planning module execution some time ago; therefore, he requested that the Board reaffirm their approval, which would include completing the Township's portion of the planning module and the execution of the resolution to send into the DEP.
8. Wilson School District Request
Mr. Groller said that the Township received a request from the Wilson School District (WSD) to allow Fast Bridge Fiber to work on Sunday while working on WSD property along Grandview Boulevard. Mr. Becker suggested that Mr. Darrah compose a letter to Jeff Simcox of the WSD and Fast Bridge Fiber indicating that this is a one-time exception, due to clearances involved if they were to work at the location when school was in session.
9. Authorization to Execute an Agreement with Miller Brothers Staffing
Mr. Groller said the agreement is for assistance in the Township's open Assistant Engineer position. The agreement is a recruit-to-hire with a fee of 30% charge based on the starting salary for the job.

ACTION ITEMS FOR APPROVAL (Continued)

10. Authorization to Execute an Agreement with WebTek.
Ms. Bensinger said that after meeting with four (4) different website companies, she is requesting authorization to move forward with WebTek to update and revamp the Township's website. The scope of work includes: Updating to the latest platform of WordPress, adding accessibility tools, adding a Google translate widget, making it user and mobile friendly to translate to all mobile devices, and training. Ms. Bensinger said that WebTek was selected because of their staff's professionalism and size, noting that the company is local, in Akron, PA., and their pricing was lower than their competitors.

Ms. Smith asked how many of the Township staff would receive training. Mr. Groller said that has not been determined at this time.

Mr. Kocher stated that he wanted to ensure that all the URLs would be moved over, noting the County's issues with its website. Ms. Bensinger said there would be testing to check the links before the website goes live.

Ms. Bensinger confirmed for Mr. Stuck that the timeframe to develop the new website is three (3) months.

Mr. Groller said that a new website is not budgeted for 2023. Still, the Township had budgeted a full year of salary and benefits for a Social Media/Public Relations position that has yet to be filled, noting that there will be more than enough funds in the budget to cover the cost. Ms. Bensinger stated that the Township's website is currently 130 pages; if fewer pages are needed, the cost will decrease as the pricing is based on the time spent on each web page. Any request out of the approved scope of work would be billed to the Township at \$90.00 an hour, noting that they bill at ½ hr. increments.

Motion to approve Action Items #1-2, #4-10 was made by Mr. Kocher, seconded by Ms. Smith. Upon roll call, Mr. Stuck abstained from voting on payment for check # 108511. All Supervisors present voted affirmatively. MOTION CARRIED

TOWNSHIP DIRECTORS

A. Zoning/Building Codes Department -No Report

- B. Parks and Recreation Department- Ms. Houck submitted a memo to the Board regarding an update to the kitchen in Cacoosing Meadows. Ms. Smith asked if the playground area was above the flood zone, suggesting relocating the kitchen. Ms. Houck stated it is out of the floodway but, she must confirm if the floodplain goes across that area. Ms. Houck said that the kitchen must have commercial standards and potable water, which the Township does not have. Ms. Houck confirmed for Mr. Stuck that the staff used filters and a UV light system and could not get the water to pass the well test. Ms. Houck confirmed that the nearest water line is in Reedy Estates. Ms. Houck confirmed for Mr. Stuck that it had been five (5) or six (6) years since the water was tested, noting that the company that performed the inspection said due to all the years of farming in the area, and high levels of nitrates, it is doubtful that that the water would pass a well test.

TOWNSHIP DIRECTORS (Continued)

B. Parks and Recreation Department (Continued)

Mr. Stuck asked Mr. Darrah what his thoughts were, and Mr. Darrah suggested drilling a new well or going deeper. Ms. Houck recommended getting a survey done of the exact location of the floodplain before going any further. The Board agreed to Ms. Houck's request to have a survey done.

Ms. Houck confirmed for Mr. Stuck that the building was secure and a tarp was on the roof. Ms. Houck confirmed for Mr. Kocher that the light post sticking out would be removed.

C. Engineering/Planning Department-No Report

D. Finance Department – No Report

E. Human Resources - No Report

F. Public Works – Mr. Darrah updated the Board on the demo and work at the Goose Lane Yard Waste Site. Mr. Groller said that the third-party vendors are working on obtaining their price quotes for the fence and security system.

PUBLIC SAFETY

A. Police Department -No Report

B. Township of Spring Fire Rescue Services – Chief Hackman submitted a monthly report for February.

SOLICITOR – No Report

OLD BUSINESS: – None

NEW BUSINESS:

Ms. Smith asked Ms. Houck about the status of the Werner Farm and if it is vacant or rented. Ms. Houck confirmed it is empty and noted that the facility is included in the Comprehensive Plan Study. Ms. Houck said that the Parks and Recreation Department would be interested in using the facility for environmental programs.

Mr. Stuck said it is his understanding that tractor-trailers use Wernersville Road to return to the tank farm as a shortcut. Mr. Stuck questioned the safety of that practice. Mr. Moll said that the road in that portion of the Township was rebuilt when the development went in. Mr. Stuck stated that a resident raised a concern with the crest in the Lilyfield area and vehicles pulling out with tractor-trailers going there to and from Sunoco. Mr. Groller said the staff would speak to a representative at Sunoco and Sergeant Knoblauch.

Mr. Stuck questioned the Township's scrap removal process. Mr. Darrah said the scrap is separated and picked up, noting the Township does not pay for scrap removal, that the Township is paid for the scrap.

Mr. Royer asked what the outcome was last week at the Zoning Hearing Board Hearing regarding the proposed Lilyfield Mini-Warehouse. Mr. Moll stated that the case was post-phoned and confirmed if the layout changes, the proposal will go before the Board again. The next Zoning Hearing is scheduled for April 26th.


ANNOUNCEMENTS:

1. Upcoming Town Hall Meeting-Tomorrow night 6-7:30
2. An Executive Meeting was held before this meeting to discuss personnel issues and potential litigation.
3. Next Meeting will be held at 7:00 p.m. on Monday, March 27th, 2023.

ADJOURNMENT:

There being no further business, Chairperson Stuck adjourned the meeting at 8:10 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Mary L Rossi". The signature is written in a cursive style and is positioned above a horizontal line.

Mary L Rossi
Township Secretary