



TOWNSHIP OF SPRING

BERKS COUNTY, PA

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BOARD OF SUPERVISORS VISION MEETING MINUTES SEPT. 29th, OCT. 10th, OCT. 23rd, & DEC. 21st 2023

OPENING OF MEETING: The Vision Meeting of the Board of Supervisors was called to order by Chairperson Stuck at 8:09 a.m. on Friday, September 29th, 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, Smith, and Wertz were present. Supervisor Royer arrived at 8:11 a.m. Also present were: John Groller, Mary Rossi, Paul Darrah, Aaron Wozniak, Jen Bensinger, Jason Reichert, Judy Houck, Jeremy Baez-Reyes, Chief Powell, Chief Hackman, Troy Hatt, Alan Kreider, Larisa Jack, Dan Becker; Esquire. Mark Koch, Esquire, Devin Toohey, and Will Collins, from the Concordia Group, also attended.

AGENDA AMENDMENTS: None

CONCORDIA GROUP PRESENTATION

Mr. Koch of Koch & Koch Attorneys at Law thanked the Board for their time this morning to listen to the presentation regarding the "Reading Hospital Tract."

Mr. Toohey of Concordia presented an updated plan proposal that they believe will satisfy the Township's current concerns. Mr. Toohey said Whole Foods Market received corporate approval for the proposed site. Mr. Toohey explained that a lease can be executed before the Land Development Plan process and after zoning approval.

Mr. Collins of Concordia thanked the Board and requested feedback on the proposed land development tract presentation.

Mr. Becker confirmed the process and that the Township will follow the guidelines of the MPC.

OPEN TO THE FLOOR: None

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. Conditional Offer of Employment-Parks and Recreation Department Part-Time Administrative Assistant

2. Public Gathering Permit-Wilson Junior Soccer Club

Mr. Wozniak stated the Township received a permit for a public gathering for the Wilson Fall Classic held at Shiloh Hills Elementary. The fifty-team tournament is scheduled for October 7th & 8th. Staff recommends permit approval with the required inspections on the tournament's first day.

ACTION ITEMS FOR APPROVAL (Continued)

3. Formal Offer of Employment-Full-Time Police Officer

Chief Powell requested approval for a formal offer of employment to Ryan J. Poeldnork for the full-time position of Police Officer Trainee.

Motion to approve Action Items #1-3 was made by Ms. Smith and seconded by Mr. Kocher. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED

TOWNSHIP VISION PROJECT WORKSHEET STATUS REPORT

Mr. Groller reviewed the purpose of the Meeting and the documents presented to all in attendance. Documents included the Township's Mission and Vision Statements adopted May 26th, 2015, and the Township Vision Project Status dated September 2023. Mr. Stuck requested that the Parks and Recreation Department reports be moved to the end to review the Comprehensive Study Results.

TOWNSHIP PROPERTY and EQUIPMENT

Relocate Yerger Boulevard Yard Waste Site/Goose Lane Site Improvements

Mr. Groller reviewed the upgrades at Goose Lane. Mr. Groller noted that staff is currently waiting on internet and electric installation at Goose Lane, and then security will be connected.

LIBRARY OPTIONS

One Township Library/Library Commitment and Construction: Mr. Groller stated that the Library requests an additional \$30,000.00 contribution for 2024.

TOWNSHIP OPERATIONS

Item 1: Penn Avenue Revitalization

Mr. Stuck suggested this area might be something to start considering, especially with all the commercial vacancies on Penn Avenue. Mr. Wozniak said there are two (2) studies to utilize as a start, noting consistent recommendations in both studies. Mr. Becker stated that the Board needs to decide what they want to see on Penn Avenue for staff to move forward. It will be an extensive project requiring a lot of time, people, volunteers, and hiring professionals to assemble a design. Mr. Wozniak confirmed that he would distribute the results of the previous studies to the Board as well as look into who served on the previous committee.

Item 2: Maintain and Enhance Employee Relations and Communications

Mr. Groller stated that since the last Vision Meeting, the Township successfully negotiated a three-year contract with the Non-Uniform Association and filled several full-time positions. Staff is finalizing Ms. Bensinger's new GIS/Engineering & Planning Coordinator role. A full-time Codes Administrator Assistant Position was created and filled by transferring the Receptionist/Admin Assistant back to the Codes Department, and a Finance/Customer Service Administrative Assistant position was filled in the Business Office. Along with the open Parks and Recreation Program Coordinator position, the staff is working on revising a Permit Tech Codes position and creating a Deputy Fire Chief Position. (The current Volunteer Deputy Fire Chief is retiring). Mr. Groller noted staff is continuing to evaluate the Township's social media/website needs, working on the Township's Website Redesign Project, Online Bill Pay option, and Ordinance Codification.

TOWNSHIP OPERATIONS *(Continued)*

Item 2: Maintain and Enhance Employee Relations and Communications *(Continued)*

The HR Department has been updating job descriptions, revising the employee handbook, evaluating the Township's organizational structure, revising employee evaluation forms, developing a process where those evaluations are completed electronically, and instituting a Leadership Development Program. Mr. Groller said Ms. Jack has excellent ideas and hopes to start something this holiday season.

Item 3: Continue to Provide Residents with Quality Police and Fire Department Services

- 1) **Police:** Chief Powell stated that the Spring Township Police Department (STPD) has successfully reinstituted the Traffic Unit and addressed residents' complaints. The STPD held multiple events, including National Night Out and Coffee With a Cop. Last year, the Department partnered with the Spring Township Fire Department and will be at Lowe's this Sunday, October 15th, 2023, for a community event. Chief Powell noted that he receives compliments from residents on the excellent job the STPD is doing and said that they single out individual officers and know the officers by name. Chief Powell said the officers are the ones who deserve the credit; they are the ones out there every day representing the Township, and they are doing a great job.
- 2) **Fire:** Chief Hackman stated the Department continues to strive to provide the best services, noting that the Department's benchmark is based on response and on-scene times. Chief Hackman reported that the duties of the Volunteer Deputy Chief will transfer to him when he retires, including training and employee relations.

Chief Hackman reported the following overview of staffing:

Volunteers:

- Twenty-three (23) volunteers
- Seven (7) volunteers are certified to NFPA 1001 Standard, meaning they are certified to go into burning buildings. Currently, four (4) are consistently active.
- Seven (7) volunteer exterior operations - Three (3) consistently active
- Five (5) volunteer fire police numbers are dwindling; only three (3) are consistently active and are very close to or are at retirement age. Chief Hackman noted this will be an issue as they direct emergency traffic.

Paid Staff:

- Currently, fourteen (14) with one (1) vacancy presently working on filling.
The Fire Marshall, a Full-Time Inspector, and a Part-Time Inspector work between the two municipalities and are very busy. The benefits of this are safer properties and fewer fires. Chief Hackman discussed potential revenue with inspection and enforcement operations.

Bench Mark Statistics to Date:

- 1,845, which is 175 more responses than last year.
- Response time-1 minute, 50 seconds
- Dispatched to on-scene 6 minutes, 35 seconds
- The average on-scene time is 21 minutes 01 second

TOWNSHIP OPERATIONS (Continued)

Item 3: Continue to Provide Residents with Quality Police and Fire Department Services

(Continued)

2) Fire (Continued)

Chief Hackman confirmed for Mr. Stuck that the Department is actively recruiting for fire police. The current volunteer deputy chief serves on a volunteer retention committee with seven fire zones. Chief Hackman noted that the fire department added three (3) volunteers in 2023. Chief Hackman said that the fire department staff is doing an excellent job.

Mr. Groller asked the Board if they wanted to add the ambulance emergency situation to the Vision Agenda. Mr. Groller said that Township residents are currently paying \$35.00 per household for the service and that the Western Berks Ambulance Association (WBAA) is seeking an increase of \$45.00 per household in 2024 because they are struggling financially and are finding it difficult to fill positions.

Key discussion points:

- 1) 2nd Class Township Code requires the Township to provide ambulance service.
- 2) A possible authority with municipalities in the Townships area.
- 3) The cost increase to the WBAA is much less than purchasing all the equipment for a Township service.
- 4) Legislators not offering assistance.
- 5) Chief Hackman explained how the fire department responds to emergency ambulance calls.

After discussion, Mr. Stuck announced that the Vision Meeting will reconvene on Tuesday, October 10th at 5:30 p.m. An additional meeting to discuss the Parks and Recreation Comprehensive Study Results will be determined.

Mr. Stuck recessed the Meeting at 11:00 a.m.

Mr. Stuck reconvened the Vision Meeting on Tuesday, October 10th, at 5:53 p.m.

Mr. Groller said due to the absence of Mr. Darrah and Mr. Moll, he requested that the Board skip over the following topics: Maintaining quality roads, Harvard Boulevard Project, Safe Routes to School information, and Sidewalks for Howard Street and Penn Avenue.

Explore Merging Services with Neighboring Municipalities as Needs/Opportunities Present

Themselves- Mr. Groller said that the area that has been in focus this year is the potential Merger Study with the Borough of Wyomissing for fire protection services. An outline of activities that have occurred since the last Vision Meeting was provided to the Board., including a meeting with elected officials from the Borough and the Township, a meeting with DCED, and the Township's internal Fire Committee discussed concerns regarding a possible merger. The Committee asked Mr. Groller to relay the concerns to the Borough of Wyomissing at the joint Meeting.

Key Discussion Points:

The amount of time Chief Hackman is spending on:

- 1) Hiring personnel for both municipalities
- 2) Working on budgets
- 3) Working on grants
- 4) The time it takes to maintain data and create specialized reports for the Borough of Wyomissing.

TOWNSHIP OPERATIONS (Continued)

Explore Merging Services with Neighboring Municipalities as Needs/Opportunities Present Themselves- (Continued)

Key Discussion Points: (Continued)

- 5) Mr. Groller said the Escalator Clause in the current agreement is a 4% increase.
Due to additional staff, the Township has brought on Board, the cost should be increased.

Direction for Chief Hackman From the Board of Supervisors

- 1) *Mr. Kocher stated that Chief Hackman should send the Borough of Wyomissing the Master Report. If the Borough needs customized reports, they will create them administratively with their staff. The Board unanimously agreed.*
- 2) *Mr. Stuck stated that starting immediately, any requests for Chief Hackman outside the current Management Agreement shall go through Mr. Groller first for approval. The Board unanimously agreed.*

Additional Item- Impact of Additional Career Firefighters on Tax Rate

Mr. Groller and Chief Hackman prepared the requested data for the Board to analyze the effect on the budget to hire additional firefighters. The Township currently has four shifts of three. Adding four (4) firefighters, 1 per team, makes the most sense for the Township. Mr. Groller outlined the cost of adding four (4) additional firefighters to the Township over five years. Mr. Groller explained that the minimum recommendation for a millage increase would be .40 mills or \$40.00 per \$100,000.00 of assessed value to the taxpayer. Mr. Groller confirmed for Mr. Stuck that the Township has a separate Fire Tax. Chief Hackman reviewed the testing and interview requirements, which are lengthy for firefighters, noting the earliest hire dates would likely take place in August or September of 2024.

STORMWATER MANDATES

Item 1: MS4 NPDES Permit Renewal

Mr. Groller stated that the GVC renewed the permit, expiring September 30th, 2023.

In the future, Mr. Reichert will assist GVC with the process or take over the renewal process, with the permit set to expire in June of 2026. Mr. Reichert explained the permitting process, stating a large part of the process is documentation.

Item 2: MS4 Pollutant Reduction Facilities Permit Requirements

Mr. Groller said that construction began at Werner Estates. The construction is primarily completed except for some restoration of erosion caused by a storm event. Mr. Groller stated that the bid was awarded for the Yerger Boulevard Yard Waste Site Improvement Project, but construction is delayed due to the contractor's current workload. The Wyomissing Creek Watershed Coalition is looking at an option to retrofit the Stanford Avenue Dam location.

Renewable Energy/Moving Towards a Greener Outlook

The WWTP staff recently evaluated a grease burner for the digester that could provide incinerated electricity throughout the plant. However, the conclusion was that not enough electricity could be generated to make the project beneficial. Staff will continue to evaluate these types of opportunities as they become available.

Mr. Groller said that the staff is working on finalizing information to apply for a grant for two (2) dump truck replacements through the Low-Emissions/Clean Diesel Grant Program.

Comprehensive Study Update

Ms. Houck confirmed for Mr. Stuck that the Township had just received the second draft of the Comprehensive Study Results. The Parks and Recreation Board will discuss and review the information at their next Meeting on Thursday, October 19th. Ms. Houck said that if the Board has questions or comments, they should submit them before Friday, October 20th. Ms. Houck will forward all inquiries and comments to the consultants.

DIRECTORS VISION

Fire Department

Chief Hackman stated that the Department strives to give residents the best fire protection. In addition to responding to emergencies, the Department provides Smoke Detector Program Installation Inspections and has twenty-eight events scheduled for October. Starting next week, the entire second grade of the Wilson School District will be visiting the fire station.

Budgeting: Chief Hackman discussed staffing and said he had just submitted a grant application to UGI Energy.

* Chief Hackman noted that since 2015, the fire department has brought in \$300,000.00 in grant money.

Some of the long-term projects Chief Hackman is looking at are:

1. Continuation of apparatus replacement- Noting that there is a Lease to Purchase Program
2. North Station
3. The fire station is coming up at twenty years of age. In 2024's budget, Chief Hackman stated that he is looking to renovate the kitchen area, noting that this area is used 24 hours a day. Other areas that will need renovations are the shower, bunk, and dayroom areas.

Chief Hackman asked that the Board keep the EMS crisis on their radar, noting that the fire department runs medical calls, as they have trained staff, so they can often get to the emergency quicker. Mr. Stuck asked Chief Hackman to prepare a three (3) year plan of what he would like replaced. Mr. Groller noted that most Directors work on five (5) year plans.

Parks and Recreation Department

Ms. Houck stated that her goal for the Department is to have professionally trained staff in administration, programming, maintenance, and customer service and provide a wide array of accessible programs and facilities, along with facilities that are planned out well and that meet the various and changing needs of our diverse population.

Facilities-Ms. Houck stated that active and passive recreation areas and indoor and outdoor recreation areas that are multipurpose and flex-use spaces are needed. Ms. Houck said that the Department receives numerous requests for indoor facilities. Regarding naturalized areas, the Township has forested areas where the Department currently cannot manage the sites as we should. Ms. Houck explained that the staff is trying to develop meadows to cut down on maintenance, noting that they also need to be managed and maintained.

Accessible Facilities are needed for people with all types of challenges, such as physical, cognitive, emotional, and financial issues, so that the Township can provide facilities to every resident of all ages and abilities. Ms. Houck stated that the Township should have facilities that offer self-directed recreation, such as disc golf and trails, so people can recreate when they wish.

DIRECTORS VISION *(Continued)*

Parks and Recreation Department *(Continued)*

Regarding hosting a large event, Ms. Houck stated that for such an event, the facility would need to have enough parking, infrastructure, and a turf area that is not an athletic field.

Ms. Houck stated the Department is always looking for new programs. The Department introduced the E-Sports Program, developed a partnership with Berks Encore and hosted programs that have not been previously offered, such as calligraphy, chess, and bonsai tree maintenance. Ms. Houck said that the number of programs offered and program attendance have increased.

Key stats include:

- As a comparison- For the years 2018 & 2023, there has been a 13.79% increase in the number of programs offered.
- From last year, 2022, to this year, 2023, there is an 11.86% increase in programs.
- Special events- Comparing 2018 & 2023-There was an 18.76% increase in the number of events, and from last year to this year, there was a 58% increase.

Ms. Houck said a Touch a Truck event is scheduled for May, and the Department is looking at possibly hosting concerts at Cacoosing Park. The maintenance staff suggested hosting a Car Show at Shiloh Hills Park now that the parking lot is fully paved. Ms. Houck said a request will be made for four (4) Master Site Plans next year for West Wyomissing Park, Kline's Creek Park, Cacoosing Meadows Park, and the north side of Shiloh Hills Park.

As far as staffing, the Department needs professionally trained and experienced staff, programmers with experience in a wide array of programs and community programs, and park maintenance staff with expertise in proper tree and athletic turf maintenance. Ms. Houck said that in 2005, the Department had a full-time park maintenance crew leader and three (3) full-time staff. Since then, 132 acres of parkland have been added, and all park maintenance staff have been eliminated, noting that they are now public works employees. In addition, a request will be made to expand the Environmental Program Coordinator position from part-time to full-time. Ms. Houck stated that the environmental programs are some of the highest-attended programs, and she anticipates more demand for the services this position provides within the next 5-6 years.

Ms. Houck confirmed for Mr. Wertz the need for the return of park maintenance staff to be able to maintain the parks the way they should be maintained. Ms. Houck mentioned that there are approximately 100 acres at Shiloh Hills Park that are undeveloped. Ms. Houck said that a farmer is presently bailing off for us. She noted that the Master Site Plan for that parcel twenty years ago included numerous athletic facilities, with Ms. Houck noting that athletic facilities are high-maintenance. One of the things that Ms. Houck pointed out is that the Master Site Plan needs to provide how much maintenance each site will take. Ms. Houck mentioned when grants are received for recreation, guidelines for grants specify that the area must be maintained in the same condition as opening day.

The Board requested that Ms. Houck prepare a five-year plan with a proposal for the requests of the Parks and Recreation Department.

Mr. Stuck said that he thinks the Car Show at Shiloh Hills Park is an excellent idea, and he is more than happy to help out in any way he can, including finding sponsors.

Mr. Stuck recessed the Vision Meeting at 7:00 p.m.

The Meeting will reconvene on Monday, October 23rd, 2023 at 5:30 p.m.

Mr. Stuck reconvened the Vision Meeting on Monday, October 23rd at 6:30 p.m.

MAINTAIN QUALITY ROADS

Mr. Groller highlighted the information regarding the updates on the 2022 and 2023 roadwork and the Fast Bridge Fiber Project, which has consumed tremendous time and cost to the Township through all the difficulties related to their project.

Mr. Groller stated that the Board previously discussed the Harvard Boulevard Restoration Project and that the staff is looking for input from the Board of Supervisors on how they would like to proceed. Mr. Groller said staff met with elected officials to discuss the project and grant opportunities. The LSA Grant is the way to go for this project, and the grant application is due by the end of November 2023. The Board received an updated cost analysis from GVC per their request.

Mr. Moll gave a brief overview of Harvard Boulevard and Lincoln Park, which goes from the Township line with Wyomissing to the Township line with Cumru Township. GVC looked at several options for the project to reconstruct the roadway. The Board of Supervisors previously decided that they would like to go with:

Option 1: Reconstruct the existing road and keep the curb line where it is now. The project would include replacing the curb and addressing things like tree plates and storm sewer.

(Mr. Moll noted that sidewalks are not part of the project).

The revised project cost is approximately \$1,650,000.00, noting that the work for the curb is \$540,000.00. One significant decision that needs to be made is whether the Township will do the curb work and whether the Township will ask the property owners to bear that cost. Another option is that the Township could apply for a grant for that portion of the project. The proposed project would entail replacing the curb with a regular, straight curb for the current curb, a curb, and a gutter concrete cross-section.

Mr. Darrah confirmed that he spoke with a representative from Shillington Borough about the status of the Shillington Water Line Replacement Project. He is waiting to hear back if the project is complete. Mr. Darrah confirmed for Mr. Royer that UGI's project is complete and that they will repair the blacktop.

Mr. Becker stated that the project might be distinguished as a complete restoration of the street, including stormwater and trees in the right-of-way. Mr. Moll confirmed for Mr. Becker that the Infrastructure Committee recommended going with option 1, doing the project at one time, and determined that the curb replacement portion will be a decision for the Board.

Mr. Stuck stated that the Township should apply for the LSA Grant. The Board agreed that if the Township receives a grant to subsidize residents' costs, their curb replacement costs will be lower. The Board discussed notifying the residents of the upcoming project, that the Township is applying for a grant, and to hold a Special Meeting for the residents regarding this project.

Mr. Stuck said that the Vision Meeting will be reconvened at the next Board of Supervisors Meeting at 5:30 p.m. on Monday, November 13th, 2023.

Mr. Stuck recessed the Vision Meeting at 7:00 p.m.

Mr. Stuck reconvened the Vision Meeting on Thursday, December 21st at 9:41 a.m.

DIRECTORS VISION (Continued)

Codes Department

Mr. Wozniak stated the vision for the codes department is to be large enough to respond to every request promptly, which will benefit every department. The Township is working on hiring a Zoning Assistant, which will put the codes department closer to this goal. With the recent administrative boost and the continued support of third-party agencies, the Department is assembling the necessary pieces to maintain the Township residents' health, safety, and welfare. The Land Management Software is currently being updated, enabling the broader use of its abilities across more departments. The software's ability to coordinate the workflow of a project and digitally display and retrieve the information is an immense tool. Mr. Wozniak explained the importance of digitalization as the amount of file cabinets has increased, and the Township will soon be out of physical space in four to five years.

Mr. Wozniak thanked the Board for their support with recodification, stating that the process has begun and will take time to complete. Mr. Wozniak noted the revitalization of Penn Avenue and overall redevelopment throughout the Township. Mr. Wozniak said there is limited open space for new construction, and public sewers cannot be extended much further without pump stations and other less traditional methods. Mr. Wozniak stated the Township should continue to explore ideas that encourage replacing entire structures with more desirable buildings and uses.

Mr. Wozniak stated that the final piece is the last formal adoption of department policies when they are ready for review. Formal procedures will provide a template for the Department to function together for the united mission of informed reviews, confident approvals, and successful oversight of Township construction and land use decisions.

Mr. Royer asked how up-to-date the current zoning ordinance is and asked Mr. Wozniak if he sees the need to reevaluate it. Mr. Wozniak stated an example of where the Township's current zoning falls short is Penn Avenue, noting that the Township's zoning ordinance is based on 1987 standards. There is a need for larger and taller accessory structures to store RVs and boats, noting that the process of making changes to the zoning ordinance is very involved. Mr. Becker stated that the Township has always been responsive to the residents' needs with projects. Mr. Moll noted that the last time the township updated the zoning, it took well over a year to complete. Mr. Stuck asked if the Township would want to obtain pricing from consultants to review options.

Public Works Department

Sewer Project-Mr. Darrah stated that a sewer project with challenging multiple components was submitted to the Township several months ago on Old Fritztown Road. A new project was recently submitted, and the Township can use what was learned from the Old Fritztown Road Project.

Mr. Darrah stated he would like fire alarms installed in all Township buildings, the Township garage, and the sewer plant, noting that the Township has 21 trucks in the garage.

Mr. Darrah said the Public Works Department would create a new position: a Road Cut Utility Locator. To date, in 2023, the Township has received 432 road permit applications. Mr. Darrah noted that road cuts were discovered that have not been completed since 2020.

DIRECTORS VISION *(Continued)*

Public Works Department *(Continued)*

A Codes Meeting is scheduled on January 2nd, 2024, to review and update the Road Cut Ordinance and restoration by contractor repair sheet. Mr. Stuck noted that road restoration after road cuts is an issue. Mr. Darrah said that Fast Bridge Fiber has three (3) companies working in an area and explained some of the problems, stating staff will review.

Mr. Royer asked about non-Fast Bridge Fiber years and the 2024 process. Mr. Darrah said that the Township has determined that other utilities are not meeting Township specs, and the Road Cut Committee has been re-established. Mr. Stuck stated that Fast Bridge Fiber will be shut down until March 1st, 2024, as streets cannot be cut in the winter.

Mr. Darrah stated an additional part of the new position in public works will be launching the FOG Program that will help components at the sewer plant. Staff will review and revise the current ordinance to start this program.

Mr. Darrah stated that a silver building (an old barn) at Cacoosing Park has holes in the roof and is starting to rot. Mr. Darrah confirmed for Mr. Royer that equipment is stored at that location. The Township is entirely out of room to store equipment; some equipment, such as costly leaf pickers, is stored outside. Mr. Darrah stated he would like to obtain engineering costs and apply for a grant to add to the garage, make it a solid building, and move the equipment. Discussed possible locations to build a pole building.

Mr. Darrah stated that he and Ms. Rossi have been filling out forms for grants to obtain new trucks; if grants aren't received, we may have to look at leasing. Mr. Darrah stated as soon as EnerGov is updated, he would like to integrate EnerGov in the garage to maintain permits and records. Mr. Darrah said he expects to contact HRG for the road study shortly for pricing, and Mr. Groller confirmed for Mr. Stuck that the estimated cost is included in the 2024 budget.

Mr. Darrah stated that there has been a lot of concern about moving the location of the Yerger Blvd Yard Waste Site next to the sewer plant. Mr. Darrah noted that security for the sewer plant is a concern. Mr. Darrah stated that the DEP informed the Township to anticipate significant changes in our lead, copper, and PFAS processes, which may require adding an expansion to the sewer plant. Mr. Darrah stated that the current site is already permitted and that upgrading the Yerger Blvd Yard Waste Site at the current location would be cost-effective. A memo from the Meeting with the consultant, Mr. Groller and Mr. Darrah was provided to the Board. The Board discussed keeping the site at the current location and previous discussions on possibly moving the site.

Mr. Groller stated that another item to explore is leaf composting and explained the process if it were to be done in-house. The Township currently pays to collect leaves, drop them off at the Yerger Yard Waste Site, and pays to have the leaves hauled away. Mr. Darrah confirmed for Mr. Wertz that the recommendation is to leave the site where it is, devise a site plan, and leave the remaining land near the sewer plant for necessary expansion.

DIRECTORS VISION *(Continued)*

Parks and Recreation Department *(Continued)*

Ms. Houck stated that she presented her vision statement at a previous meeting. Ms. Houck said that the project manager working on the Township Comprehensive Plan Project resigned a few weeks ago. Ms. Houck confirmed for Mr. Stuck that this will be the third project manager working on the project and that the Township will now have one of the firm's principle's leading the project. The plan is for the Parks and Recreation Board to review the third draft, expected to be delivered today.

Ms. Houck stated that regarding the Master Site Plan for Klines' Creek Park, the Township did not receive the grant for that project, noting that it is in the 2024 budget and an RFP will be going out. The RFP for the Master Site Plan for the West Wyomissing property will be advertised on December 27th, 2023 and January 2nd, 2024. Regarding the RFPs for Master Site Plans for Cacoosing Meadows Park and the north side of Shiloh Park (which are both in the 2024 budget), Ms. Houck said that she spoke to consultants several months ago about the possibility of combining two (2) projects into one (1) project and noted that is a possibility for those areas, as they are more community-wide. In contrast, West Wyomissing Park and Klines Creek Park are neighborhood parks that need residents from the area on those committees. Ms. Houck confirmed for Mr. Royer that the optional number of people desired for a committee is at most seven, or little progress happens. Mr. Houck stated the committee should consist of 1-2 residents from each neighborhood, members of the Parks and Recreation Board, and the Planning Commission for the larger parks.

The Community Festival was put on hold until the open position in the Parks and Recreation Department was filled. Ms. Houck stated that she is not sure that can be accomplished in 2024 due to training the new person. A couple of smaller special events have been scheduled, and Ms. Houck said getting the new person up to speed with those events in 2024 will be challenging.

Safe Routes to Parks

Ms. Houck stated that she has worked in conjunction with the Police Department. An option discussed previously is to paint slow on the streets due to some complaints about sign locations.

Recycling Containers in Parks

Ms. Houck stated that the Department did a Pilot Program at Breneman & Colony Park this summer, with results showing that people did not separate their trash from recycling. When events are held at parks, recycling containers are put out. Ms. Houck said that when she spoke to Mr. Fultz, he reported that it took staff more time to separate trash from the recycling than it was worth. Ms. Houck said the Department will continue to try to educate residents.

Ms. Houck said a program, Touch-A-Truck will be held this spring. Ms. Houck described the event, which is geared toward families with young children, noting that food trucks would be at the event. The event will be held in May at Shiloh Hills Park.

ADJOURNMENT:

There being no further business, Chairperson Stuck adjourned the Meeting at 10:52 a.m.

Respectfully submitted,



Mary L Rossi
Township Secretary