



TOWNSHIP OF SPRING

BERKS COUNTY, PA

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BOARD OF SUPERVISORS MEETING MINUTES MARCH 11TH, 2024

OPENING OF MEETING: Vice-Chairperson Stuck called a regular business meeting of the Board of Supervisors to order at 7:13 p.m. on Monday, March 11th, 2024, 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 Royer were present. Mr. Wertz attended via teleconference, and Ms. Smith was absent. Also present were John Groller, Mary Rossi, Jen Bensinger, Jeremy Baez-Reyes, Chief Hackman, Paul Darrah, Aaron Wozniak, Chief Powell, Jim Moll, Jason Reichert, Daniel Becker; Esq, and Heather Hanna. Judy Houck, Dean Murray, and Matt Varone attended via ZOOM.

ANNOUNCEMENT:

Mr. Stuck stated that an Executive Session was held prior to this meeting to discuss personnel matters and potential litigation.

AGENDA AMENDMENTS: None

OPEN TO THE FLOOR: Heather Hanna of Leesport stated she is running for political office and is attending this evening's meeting to observe.

Matt Varone, 407 Harvard Boulevard, stated that with the history of sewage backups in the 400 and 500 blocks of Harvard Boulevard, he would like assurance that there would be sufficient sewer capacity for the new elementary school in Lincoln Park and that the Township factored in the additional sewage flow into the Wyomissing Interceptor Project upgrade. Mr. Darrah stated that the project includes replacing an 18" pipe with a 30" pipe, allowing for adequate sewage capacity. Mr. Darrah confirmed the sewer line location.

Mr. Darrah confirmed with Mr. Varone that the paving for Harvard Boulevard is being reviewed.

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 26th, Regular Business Meeting

ACTION ITEMS FOR APPROVAL (Continued)

2. List of Bills for Approval
 1. **General Fund - \$337,297.48**
 2. **Street Lighting Tax Fund - \$27,234.43**
 3. **Refuse Tax Fund - \$125,715.88**
 4. **Sewer District #3 Fund- \$72,091.53**
 5. **Fire Protection- \$58,532.32**
 6. **Capital Fund- \$2,271.25**

3. Wexcon Payment Application #1-Wyomissing Interceptor Project
Mr. Groller stated that Entech Engineering, Inc. reviewed the Application for Payment No.1 from Wexcon for work completed on the Wyomissing Interceptor Project and recommended approval of the payment in the amount of \$46,980.00.

4. Pension Plan Amendments
Mr. Groller stated that the amendments are for the three (3) Township-sponsored pension plans. The Pension Committee met with members of the Township's Actuarial Services Firm and the Township's Investment Firm and reviewed and recommended that the five (5) year smoothing method for all three plans be modified and the interest rate assumption utilized in the actuarial evaluations. The recommendation is to reduce the Interest Rate Assumption from 7.75% to 7.50%. Mr. Groller reviewed the information submitted to the Board and explained the changes to the MMOs, including a potential slight reduction in the 2025 MMOs.

5. Zoning Hearing Board Alternate
The Township received two (2) letters of interest from residents to serve as an alternate on the Zoning Hearing Board. After discussion, the Board took the following action:
Motion to appoint Steven W. Moyer as the Alternate for the Zoning Hearing Board was made by Mr. Kocher and seconded by Mr. Royer. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED

6. Purchasing Policy
The updated 2024 purchasing policy will include updated purchasing limits and recent hires.

7. Professional Service Quotes
Mr. Groller requested authorization to obtain professional service quotes for the design and development of the Yerger Boulevard Yard Waste Site.

8. 7 Brew Extension of Time
Mr. Reichert stated that the applicant for 7 Brew requested an extension of time for the Hearing that is scheduled for Monday, March 25th, 2024 at 7:15 p.m. Mr. Reichert noted that the Planning Commission (PC) recommended the extension at the February 1st, 2024 PC Meeting.

9. Lilyfield Extension of Time
Mr. Reichert stated that the applicant requested an extension of time for Township action on the Preliminary Land Development Plans. The PC recommended approval of the extension, which will expire May 14th, 2024.

ACTION ITEMS FOR APPROVAL: (Continued)

10. Purchase Order Approval- Red Caboose Park-Light Replacement Project
Ms. Houck requested approval of purchase order PR-2024-034 to authorize Great Valley Consultants to develop the construction drawings, prepare bid specifications, administer the bid process, and observe & inspect the construction to replace two (2) rotting wooden light poles at the Red Caboose Park in the Harrison Avenue parking lot. The purchase order cost is \$6,905.00, and Ms. Houck noted the project is included in the 2024 budget. Ms. Houck confirmed for Mr. Stuck that the new light poles will not be wooden.

11. Authorization of Purchase -Vehicle for Codes Dept
Mr. Wozniak requested authorization to purchase an additional vehicle to support the planned growth of the Codes Department. The request is for a Ford Escape utilizing CoStars from New Holland Ford at a price of \$31,120.00. Mr. Wozniak noted that the cost is below what was budgeted for the purchase.

12. EWO- Entech Engineering-Police Building Repairs
Chief Powell requested approval to authorize Entech Engineering, Inc.'s work order # P240016.000. The work order is to prepare engineering construction documentation and support bidding and construction administration services for the Water Infiltration Remediation and Building Safety Upgrades Project for the Police Department's Building. Chief Powell said the cost is \$175,000.00 and noted that the LSA grant the Township received will cover a large percentage of the cost.

13. Authorization of Purchase Order Chief Hackman respectfully requested approval of Purchase Order FR-2024-0022 for two (2) sets of Structural Turnout Gear. The purchase will be funded through the Pennsylvania Office of the State Fire Commissioner Grant Program at a cost of \$10,037.14. Chief Hackman noted the Department received \$16,951.99 total for the non-matching grant and will utilize the remainder for ballistic vests.

Motion to approve Action Items #1-4 & #6-13 were made by Mr. Kocher and seconded by Mr. Royer. Upon roll call, all Supervisors present voted affirmatively, with Mr. Wertz abstaining from voting on payment of Fire Fund #14, Action Item #4 for the Fire Pension, and Action Item #13. MOTION CARRIED

TOWNSHIP DIRECTORS

- A. Zoning/Building Codes Department-Mr. Wozniak submitted a Monthly Report for February. Mr. Wozniak confirmed with Mr. Royer that the warehouse mentioned in the report will store steel racks for warehouses and is under new ownership. Mr. Wozniak confirmed for Mr. Royer that there is no expected opening date for the Black Sheep Tavern, and the house is occupied. Mr. Wozniak confirmed for Mr. Stuck that the Codes Department determined the complaint submitted to the Township regarding a garage blocking an alley was unfounded after a site visit.

- B. Parks and Recreation Department -No Report

TOWNSHIP DIRECTORS (Continued)

C. Engineering/Planning Department

1) Aulenbach/Reid Final Plan Approval

Ms. Bensinger stated that the applicants, who own two (2) properties located along the western side of Grings Hill Road, requested a simple lot line adjustment, transferring a 0.57-acre parcel owned by Reid to the adjoining property owned by Aulenbach. Upon transfer of the 0.57-acre annexation parcel, the Reid lot area will change from 5.52 acres to 5 acres, and the Aulenbach lot area will change from 0.59 acres to 1 acre. Ms. Bensinger stated the applicant had satisfied all requirements, and the PC recommended Final Plan approval at their regular public meeting held on March 7th, 2024.

Motion to approve the Aulenbach/Reid Final Plan as presented was made by Mr. Royer and seconded by Mr. Kocher. Upon roll call, all Supervisors present voted affirmatively.

MOTION CARRIED

2) 31 Montello Road

Mr. Reichert stated that the applicant for the proposed project of the four (4) 2-story duplexes on 31 Montello Road has addressed all the engineering, planning, IC Committee, and Entech Engineering comments. The only items to be addressed are standard signatures and municipal agreements. At the regular public meeting held on March 7th, 2024, the PC recommended final approval conditioned upon meeting the comments in the Engineering and Planning review letter dated March 6th, 2024.

CONDITIONS:

- The Certificate of Ownership must be signed and notarized, Section 603(C)(5).
- The Plan Preparer's Statement must be signed and sealed, Section 603(C)(6).
- The Certificate of Accuracy for the Township shall be signed and sealed.
- The applicant is required to enter into a Municipal Improvements Agreement and post financial security for the work to be performed on the site, including sanitary sewer installation, stormwater management facilities, and erosion and sediment controls, Section 803.
- The water company should review the plans and provide a letter of serviceability, Section 503(C)(H)(4) and 1009.
- The limestone certification will need to be executed prior to plan approval, Section 310(B)(4)
- The landowner acknowledgment must be executed prior to plan approval, as Section 403(B)(22) requires.
- The design engineer signature block must be executed prior to plan approval, as per Section 403(B)(23).
- The applicant must prepare and execute an Operations and Maintenance Agreement with the Township for the privately-owned stormwater controls and BMPs. The agreement shall then be recorded along with the plan, Sections 703 and 704.
- The applicant must contribute to the Township's Stormwater Control and BMP Operation and Maintenance Fund.

Motion to authorize Final Conditional Approval for the 31 Montello Road Project with conditions provided in the Engineering and Planning review letter dated March 6th, 2024, was made by Mr. Royer and seconded by Mr. Kocher. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED

TOWNSHIP DIRECTORS (Continued)

- D. Finance Department – Mr. Groller stated that the fieldwork portion of the audit is complete, and no material misstatements were located.
- E. Human Resources - No Report
- F. Public Works – Mr. Darrah reported the kick-off meeting will be held tomorrow for the Wyomissing Interceptor Project.

PUBLIC SAFETY

- A. Police Department -Chief Powell updated the Board on a recent investigation.
- B. Township of Spring Fire Rescue Services -Chief Hackman submitted a Monthly Report for February. Chief Hackman noted one incident that occurred was a small fire on Franklin Place, resulting in \$25,000.00 in fire damage related to a lithium-ion battery in a hand-held massager. Chief Hackman confirmed for Mr. Royer that it is rare for the Department to respond to a call in Mount Penn, noting it was a second-alarm fire. The Department was the third-alarm but the first alarm; the Rapid Intervention Team failed to respond, so the Department was dispatched.

Mr. Groller stated that the Township received a request from the Borough of Wyomissing to extend the current Fire Services Agreement beyond the agreed-upon June 30th, 2024 end date for inspection services only. The Fire Department Committee & staff reviewed the request and recommend keeping the end date for all services as June 30th, 2024.

- C. West Side Regional EMA – No Report

SOLICITOR – Advertise Ordinance Amendments- Fire Hydrants and Standpipes

Mr. Becker stated the proposed amendments are for updates for the Fire Department. The amendments will bring the fire hydrants and standpipes ordinances up to current specifications and regulations.

Motion to approve the advertisement of the ordinance amendments for fire hydrants and standpipes was made by Mr. Kocher and seconded by Mr. Royer. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED

OLD BUSINESS: None

NEW BUSINESS: Mr. Groller reviewed information the Board received from a resident dumping sod at the Yerger Boulevard Yard Waste Site and action staff has taken on the issue. Mr. Darrah updated Mr. Kocher on a question he had about mulch.

ANNOUNCEMENTS:

1. Mr. Stuck gave an update on an EMS Roundtable Meeting he attended in Elizabethtown, noting attendees included Toni Tucci; Western Berks Ambulance Association, Cheryl Johnson from Lower Heidelberg Township, Representatives from the Governor's office, Bob Casey's office, Lloyd Smucker's office, Tower Direct, Penn State Lifeline, and the head of the Ambulance Association for the State. Mr. Stuck said it was an excellent discussion, noting that this year, the ambulance association will be reimbursed from mile 0, at \$13.40 per mile, noting that before, they had to drive 20 miles before they could begin to bill insurance companies for mileage. Mr. Stuck stated that the representative from Penn State Life Line recommended that municipalities look into joint authorities. Mr. Becker commented on his knowledge of an EMS Authority that just started in Lancaster County, PA and noted concerns and cases related to an authority. Mr. Stuck said that he and Mr. Tucci invited the Representative from the Governor's office to come to the Township to see first-hand the operations of Western Berks Ambulance Association and the Fire Department.
2. Next meeting will be held at 7:00 p.m. on Monday, March 25th, 2024.

ADJOURNMENT:

There being no further business, Vice-Chairperson Stuck adjourned the meeting at 7:51 p.m.

Respectfully submitted,



Mary L Rossi
Township Secretary