



TOWNSHIP OF SPRING

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BOARD OF SUPERVISORS MEETING MINUTES AUGUST 12TH, 2024

OPENING OF MEETING: Chairperson Smith called a regular business meeting of the Board of Supervisors to order at 7:10 p.m. on Monday, August 12th, 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 Smith, Stuck, Kocher, Wertz, and Royer were present. Also present were John Groller, Dean Murray, Mary Rossi, Jen Bensinger, Jeremy Baez-Reyes, Chief Hackman, Aaron Wozniak, Judy Houck, Chief Powell, Jim Moll, Jason Reichert, Dan Becker, Esq, and Kelly Ryan, Stenographer. Paul Darrah and Polly Kibble, Esquire of Bingaman Hess representing Alcon, attended via ZOOM.

AGENDA AMENDMENTS: Action Items #13 and Item #1 under Engineering will be tabled.

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. Minutes from July 22nd, 2024 Regular Business Meeting
2. List of Bills for Approval
 1. **General Fund - \$557,572.56**
 2. **Street Lighting Tax Fund- \$26,162.46**
 3. **Fire Hydrant Tax Fund- \$10,115.22**
 4. **Refuse Tax Fund- \$127,887.20**
 5. **Sewer District #3 Fund - \$214,501.12**
 6. **Fire Protection- \$56,220.89**
 7. **Capital Fund -\$18,981.00**
3. Seasonal Requirements WWTP Chemicals
Authorization to award the 2024-2025 Contract for WWTP Chemicals to the lowest bidder, USALCO of Baltimore, MD, at \$638.00 per wet ton.
4. Aggregates & Bituminous Materials
Mr. Groller stated that staff reviewed the bids and requested authorization to award the contracts for 2024-2025 as outlined in the memo provided to the Board.

ACTION ITEMS FOR APPROVAL: (Continued)

5. Resolution 2024-21-Disposition of Records
6. Screw Press Project Contract
Mr. Darrah reviewed the scope of the work for the Screw Press Project. Entech Engineering, Inc. and the Infrastructure Committee reviewed the apparent low bidders and recommended that the Board award the following:
Contract 2024-01-General/Mechanical to Eastern Environmental Contractors, Inc. at the contract price of \$1,048,400.00.
Contract 2024-02- Electrical to Hirneisen Electric Inc. at the contract price of \$113,000.00.
7. Concordia Group-Conditional Use
Mr. Moll reviewed the Conditional Use Application submitted to the Township from the Concordia Group. A Public Hearing is required, and Mr. Moll requested authorization to set the Hearing date for Thursday, September 12th, at 5:30 p.m.
8. 7 Brew Coffee PRD Plans- Extension of Time Request
Mr. Reichert stated that the applicant has been delayed with the Final Plan process and has requested an extension. The current deadline for action on the Planned Residential Development (PRD) Plans is September 4th, 2024. The extension of time will expire March 3th, 2025.
9. Fire Department Utility Vehicle
Chief Hackman requested authorization to sell a 2003 Ford F350 Utility Vehicle.
10. Accessible Parking- 500 Block of Lawrence Avenue
Chief Powell reviewed the request, noting that at the last board meeting, this request was denied. Chief Powell spoke with the applicant, advising her to provide additional supportive information from her doctor with her application. Chief Powell stated that the Police Department has reversed its stance and recommended approval, noting that the applicant will resubmit the application fee.
11. National Night Out
Chief Powell stated that National Night Out was canceled due to the weather last week. Chief Powell requested authorization to schedule another event in the Township, noting that vendors are interested in attending an event. Chief Powell stated he discussed it with Ms. Houck, and they determined that the event could be held in one of the Township's parks or the lawn out front, which would be noticeable by people driving by on RT 724. Chief Powell requested approval to hold the event when a date is selected utilizing one of those options.
12. Yerger Boulevard Yard Waste Site-Security Quotes Approval
Mr. Groller stated that the quote is part of Phase 1 of the project that the Board approved. The quote for the camera portion of the proposal is from elock Security Specialists LLC, in the amount of \$13,235.40, and is a Costars Contract Price.

Mr. Darrah stated that the second quote submitted by elock Security Specialists LLC, is \$10,363.59 for the electrical and key card system for the gate operation.

ACTION ITEMS FOR APPROVAL: (Continued)

13. Yerger Boulevard Yard Waste Site-Fencing-Tabled

14. Environmental Waste Coordinator Position
Authorization to post the open position.

15. Authorization to Dispose of Equipment
Mr. Groller requested authorization to start the process, noting that staff will bring the request back to the Board for final approval.

Motion to approve Action Items #1-12 & 14-15 was made by Mr. Wertz and seconded by Mr. Stuck. Upon roll call, All Supervisors present voted affirmatively with the following abstentions:

Mr. Wertz abstained from voting on payment of Fire Fund #14

Mr. Stuck abstained from voting on payment of checks 112040, 112013, & 112051

Ms. Smith abstained from voting on the payment of check 112040

MOTION CARRIED

Ms. Smith recessed the regular meeting to start the Advertised Public Hearing for the Board to consider amending the Township's Subdivision Fire Hydrant Ordinance.

Mr. Moll reviewed the data, noting that the Township Fire Marshall requested the change. As there were no questions or public comments, Mr. Becker reviewed the procedural exhibits as required pursuant to the Pennsylvania Municipalities Planning Code.

Ms. Smith adjourned the Public Hearing and reconvened the Board of Supervisors Meeting.

Motion to adopt Ordinance #464-Subdivision & Land Developments, Part 10, entitled "Design Standards & Required Improvements", Section 1009, entitled "Water Supply Systems and Fire Hydrants," was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, All Supervisors present voted affirmatively.

MOTION CARRIED

TOWNSHIP DIRECTORS:

A. Zoning/Building Codes Department

1) Permit Fee Waiver Request-Mr. Wozniak stated that the Township received a permit fee waiver request from a service group known as Little Acts of Love requesting a waiver of permit fees for a ramp project at 2801 Penn Avenue. The permit fee would be \$229.50, noting that Little Acts of Love proposes to build the ramp at no cost to the resident with help from the West Lawn United Methodist Church.

Motion to waive the permit fee for the ramp project at 2801 Penn Ave was made by Mr. Royer and seconded by Mr. Stuck. Upon roll call, All Supervisors present voted affirmatively.
MOTION CARRIED.

2) Shocktoberfest Public Gathering- Mr. Wozniak stated that this is an annual event that will start on September 13th, 2024, and run on weekends until November 9th, 2024. The event will be similar to prior years, and Mr. Wozniak and the Fire Marshal will do two (2) inspections before the start of the event. Mr. Wozniak recommends approval.

TOWNSHIP DIRECTORS: (Continued)

A. Zoning/Building Codes Department (Continued)

2) Shocktoberfest Public Gathering (Continued)

Motion to approve the Shocktoberfest Public Gathering Permit for 2024 was made by Mr. Kocher and seconded by Mr. Stuck. Upon roll call, All Supervisors present voted affirmatively.

MOTION CARRIED.

3) Civil Complaint-Mr. Wozniak requested authorization to file a civil complaint for the keeping of chickens at 2341 Highland Street, as the property does not meet the 1-acre requirement. The resident has not responded to the Township's Notices of Violation, so Mr. Wozniak would like to file a civil complaint to pursue in District Court.

Motion to authorize Mr. Wozniak to file a civil complaint in District Court against the property owners of 2341 Highland Street was made by Mr. Stuck and seconded by Mr. Kocher. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED

4) Monthly Report-Mr. Wozniak submitted a monthly report for July.

B. Parks and Recreation Department -No Report

C. Engineering/Planning Department

1) Spring Ridge-One Meridian Bond Release-Tabled

2) Alcon Parking Lot Bond Release- Mr. Reichert stated that Bingaman Hess, on behalf of Alcon, submitted a request to release financial security for the Parking Lot Expansion Project at 700 Old Fritztown Road. Great Valley Consultants recommended the release in the amount of \$709,946.95. The total escrow was \$714,946.95, leaving \$5,000.00 remaining to cover erosion control open issues.

Motion to authorize the bond release in the amount of \$714,946.95 to Alcon was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED

D. Finance Department/IT

Mr. Baez-Reyes stated that the staff wants to integrate Intuit Mail Chimp Service into the Township website. The goal is to allow residents to subscribe to alerts via texts, emails, or both. Mr. Baez-Reyes explained that the Township is eligible to receive a 50% discount due to being a municipal government entity and is tax exempt. Mr. Baez-Reyes stated he is waiting for more details on the technical side to integrate with the sewer billing and noted the current issues with emailing sewer bills.

Mr. Baez-Reyes confirmed for Mr. Kocher that alerts will still go out in an emergency with something not necessarily tied to the website.

Motion to approve the purchase of the Mail Chimp Service was made by Mr. Stuck and seconded by Mr. Kocher. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED

TOWNSHIP DIRECTORS: (Continued)

E. Human Resources – No Report

F. Public Works– Mr. Darrah reported that H&K started the construction process of road work last week and will begin paving later this week, weather permitting. Recon Construction Services will start on Reading Avenue; AMS will begin the oil and chip and then the slurry seal next week. Mr. Stuck asked when Snyder Road was going to be repaired. Mr. Darrah stated that he met with PA American Water Company last week and stated that they are trying to get everything done and that road repairs should be done before school starts.

PUBLIC SAFETY

A. Police Department-

1) Transportation Advisory Committee -Towing

Chief Powell stated that previously, the Board had discussed the possibility of updating the towing ordinance and had asked that the Transportation Advisory Committee (TAC) meet this summer to start the review process. Chief Powell wanted to ensure that the Board still wanted staff to move ahead with this. After discussion, the Board determined they would like the TAC to table the issue for now.

2) Chief Powell stated that Officer Mike Southwick recently completed the police academy. The Township received a reimbursement total of \$14,733.75, which included 75% of the academy tuition and 40% of the paid wages.

B. Township of Spring Fire Rescue Services -Chief Hackman submitted a Monthly Report for July. Chief Hackman stated that a Federal Regional Grant for the fiscal year 2023 was recently awarded, and the Township's share is \$111,136,36.

C. West Side Regional EMA-No Report

D. Western Berks Ambulance Association-No Report

SOLICITOR-No Report

OLD BUSINESS:

1) Reserve @ Iroquois-Zoning District Change Request- No update

2) Yerger Boulevard Yard Waste Site-Mr. Groller stated that the contractors that will be working at the Yerger Boulevard Yard Waste Site on Phase 1 of the Project have determined it would be in the Township's best interest to have the site closed down while they are there from a safety standpoint. Mr. Groller reviewed the proposed work, and after discussion, the Board stated that they would like staff to get a date from the vendors as to how long they think the site will be closed in conjunction with the actual date the site will close. Mr. Groller confirmed for Mr. Wertz that signs left over from the Goose Lane Yard Waste Site Project may be utilized at Yerger Boulevard.

3) Library Committee- Mr. Groller stated that the Library Committee needs to meet to discuss the Library's request and asked Mr. Royer and Mr. Wertz to please send Ms. Rossi some dates they will be available to meet.

NEW BUSINESS:

PA American Committee- Mr. Murray stated that PA American Water Company reached out to the Township to express their interest in doing something at the lake. Mr. Murray said he is seeking approval of setting up an internal committee so staff can sit down and discuss it with them. Ms. Smith and Mr. Stuck both volunteered to serve on the Committee.

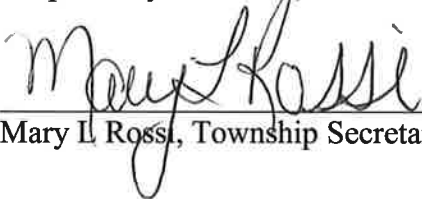
ANNOUNCEMENTS/COMMUNICATIONS

1. An Executive Session was held prior to this meeting to discuss personnel issues and potential litigation.
2. Tomorrow, Tuesday, August 13th, at 8:00 a.m., A vendor will host a sweeper demonstration at the Township Garage.
3. Mr. Groller stated that he spoke with the consultant regarding possible recreation at the Yerger Boulevard Site. The consultant stated that any additional work after the completion of Phase 1 should include side-by-side planning if there is further work at the site.
4. The next regular BOS Meeting will be held at 7:00 p.m. on Monday, August 26th, 2024.

ADJOURNMENT:

There being no further business, Chairperson Smith adjourned the meeting at 8:28 p.m.

Respectfully submitted,



Mary L. Ross, Township Secretary