



TOWNSHIP OF SPRING

BERKS COUNTY, PA

2850 WINDMILL ROAD
SINKING SPRING, PA 19608
Tel. (610) 678-5393
Fax. (610) 678-4571
www.springtwpberks.org

BOARD OF SUPERVISORS MEETING MINUTES BUDGET & REGULAR MEETING OCTOBER 28, 2024

OPENING OF BUDGET MEETING: Chairperson Smith called the advertised Budget Meeting to order at 5:43 p.m., on Monday, October 28, 2024, in the Public Meeting Room of the Township of Spring Administration Building, located at 2850 Windmill Road, Spring Township, Berks County, Pennsylvania.

PRESENT: Supervisors Smith, Stuck, Kocher, and Wertz were present. Mr. Royer arrived at 5:50 p.m. Also present were John Groller, Dean Murray, Mary Rossi, Jen Bensinger, Jeremy Baez-Reyes, Paul Darrah, Andy Zimmerman, Judy Houck, Polly Corvaia, Steve Corvaia, and the following representing the Township of Spring & the West Lawn Library: Lisa Hoopes, Barbara Kline, Don Kline, and Jennifer Yetter.

WASTEWATER TREATMENT PLANT

Mr. Groller stated that no changes to user rates are recommended for 2025. Mr. Groller reviewed the revenue side, noting that there is still a large amount of carryover of awarded grant funding, such as the County funding for the Wyomissing Interceptor Project, PA H2O Grant, and the State LSA, which are also for projects. Mr. Groller reviewed the expenditure side, noting the anticipated implementation of the FOG and High-Waste Program for 2025. Mr. Darrah reviewed the recommended Minor and Major Equipment purchases for the 2025 Budget. Mr. Stuck questioned whether the issue water companies are experiencing with PFAS will affect the plant.

GENERAL GOVERNMENT GROUP

Mr. Groller reviewed this portion of the Budget.

Lisa Hoopes introduced herself to the Board, stating that she is a member of the Library Board, Friends of the Library Committee (their fundraising group), and a community member residing in Colony Park. Ms. Hoopes stated that the library would like to expand due to the high volume of patrons, noting that 39 percent of the Township's households utilize the library. The library wants to expand its current location, as the Huntington space has not been used for approximately two years. They share the same front door, and the additional space would double the library's current space. The library patrons include Spring Township residents and non-residents who utilize the library to attend programs, read the newspaper, play games, and check out books. Elderly folks who do not have internet access come in to use computers to do their taxes and schedule medical appointments. Ms. Hoopes said that when people come into the Township to the library, they also spend money in the community, shopping and eating at restaurants, which is economically beneficial.

BUDGET MEETING (Continued)

GENERAL GOVERNMENT GROUP (Continued)

The additional funds request is an estimate, as the library can only negotiate with the landlord once the Board of Supervisors has committed to supporting the library. Ms. Hoopes explained that from a fundraising standpoint, the Friends Group is an active group of approximately twenty people, noting that \$12,000.00 has been raised this year. The library is in the Berks County Library System as a Consortium because they share materials and resources. Ms. Hoopes explained that the County has a pot of money for all of Berks County Libraries and that the way the money is distributed is by the percentage of patrons that come through their doors and how many items are checked out.

Ms. Hoopes confirmed for Mr. Royer that they could offer more programming if the library had additional space, and that part of the additional funds requested would go toward hiring an extra staff member. The increase in the contribution request is for additional space, payroll expenses, rent, and CAM. The request for funds is for both libraries, including the West Lawn Wyomissing Hills Library, but the increase's primary drive is for the expansion towards the Spring Township's Library.

Mr. Stuck asked if we knew what other municipalities contribute to their libraries. Mr. Royer noted that the County provides an annual report with that information. Mr. Kocher questioned why the West Lawn Library still uses Wyomissing Hills in its name. Ms. Hoopes stated that they have kept it the same due to the cost that the library would incur to change it.

Ms. Hoopes stated the estimated CAM for the new part of the building is \$27,360.00, and the estimated rent for the additional space would be \$20,900.00. The current rent is \$10.45 a square foot, and the CAM is \$11.14 per square foot. The Board thanked the library and said they would like to review the Budget before making a commitment.

The Budget Meeting was adjourned at 6:50 p.m.

OPENING OF THE MEETING: Chairperson Smith called the Regular Business Meeting of the Board of Supervisors to order at 7:05 p.m. on Monday, October 28, 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, Judy Houck, Paul Darrah, Chief Hackman, Aaron Wozniak, Chief Powell, Jason Reichert, Lieutenant Robert Long and family, Sergeant Chris Laird and family, Sergeant Joe Hillard and family, Spring Township Police Officers Dan Becker, Esquire, Paul Wanner, and Mitch Hettinger. William Koch Jr. attended via Zoom.

AGENDA AMENDMENTS: None

POLICE OFFICER PROMOTIONS:

Chief Powell said he was pleased and excited to bring three officers up front to be recognized.

The officers tested with many good candidates and were selected for promotions.

Chief Powell recognized the following three officers:

- 1) Newly appointed Lieutenant Robert Long, who has been with the Department for twenty years and will take over for Lieutenant Troutman in the Administrative Lieutenant Position.

- 2) Newly appointed Sergeant Chris Laird, who has been with the Department for twelve years, will take over the Patrol Platoon.

- 3) Newly appointed Sergeant Joe Hillard, who has been with the Department for nineteen years, will be the Traffic Sergeant.

Chief Powell said that these three officers bring a lot of time and knowledge, and it is a real boom for the Department to have these officers lead the Department into the future.

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 the October 15th Meeting

2. List of Bills for Approval
 1. **General Fund - \$96,574.29**
 2. **Refuse Tax Fund- \$31,359.30**
 3. **Sewer District #3 Fund- \$752,781.18**
 4. **Fire Protection- \$6,875.42**
 5. **Capital Fund- \$498,521.89**
 6. **State Liquid Fuels Fund-\$750,000.00.**

3. Service Animal Policy
The Board received a draft of an ordinance for review and approval to advertise.

4. Asphalt Maintenance Payment Application
Mr. Darrah stated that Kraft Municipal Group Inc. has reviewed and recommends approval of the final payment application submitted by Asphalt Maintenance for the completed contracted maintenance portion of the 2024 roadwork in the amount of \$174,462.03.

5. H & K Group, Inc. Payment Application
Mr. Darrah stated that Kraft Municipal Group Inc. has reviewed and recommends approval of the final payment application submitted by H&K Group, Inc. for the completed 2024 contracted road work in the amount of \$1,052,128.12.

6. Wexcon Payment Application
Mr. Darrah stated that Entech Engineering has reviewed and recommended approval of Payment Application #6 submitted by Wexcon for work completed for the Wyomissing Interceptor Upgrade Project in the amount of \$ 205,264.93.

ACTION ITEMS FOR APPROVAL: (Continued)

7. Wyomissing Creek Watershed Coalition Assessment Payment
Mr. Reichert stated that the \$50,000.00 payment request is for the annual assessment payment for the Wyomissing Creek Watershed Coalition.
8. Resolution -Assistant Zoning Officer Approvals
Mr. Groller requested approval of a resolution to authorize the Assistant Zoning Officer to approve permits.
9. Emergency Declaration for Burn Ban & Water Conservation
This resolution requests approval of an Emergency Declaration for a burn ban and water conservation due to the area's current drought and dry situation.

Mr. Kocher questioned whether neighboring municipalities are also issuing a burn ban. Chief Hackman said that the County was calling around today to see what municipalities have burn bans in effect, noting the County still needs to make a recommendation. Mr. Becker stated there have been recent fires locally, and we are in moderate drought conditions. The proposed resolution is for thirty (30) days, noting it may be withdrawn before the thirty days and extended if needed. The Emergency Declaration will be posted on the Township's, STFD, and STPD websites and on the police sign.

Motion to approve Action Items #1 through # 9 was made by Mr. Kocher and seconded by Mr. Stuck. Upon roll call, All Supervisors present voted affirmatively with the following abstentions: Mr. Stuck abstained from voting on Action Item #1 and payment of checks #112551 and 112570, Mr. Wertz abstained from voting on Action Item #2 and payment of Fire Fund #14, and Ms. Smith abstained from voting on Action Item #1 and payment of check # 112583. MOTION CARRIED

TOWNSHIP DIRECTORS:

- A. Zoning/Building Codes Department – Mr. Wozniak submitted a monthly report for September. Mr. Kocher asked about Mr. Wozniak's mention of food truck vendors. Mr. Wozniak stated that he has been receiving quite a few calls from interested parties regarding food trucks and wanted to bring it to the Board's attention. Safety concerns were discussed, and Ms. Smith suggested seeing what other municipalities are doing.

Mr. Wozniak reviewed the denied application on Penn Avenue to change an existing retail space to a store with arcade skill games. Mr. Becker confirmed for Mr. Stuck that he is researching whether the Township can impose an amusement tax on businesses with games of chance.

- B. Parks and Recreation Department -Ms. Houck reminded the Board that tomorrow evening is the West Wyomissing Master Site Plan Public Meeting. The consultants will attend to show the pre-final design and gain any public input. Ms. Houck said that Lieutenant Long will be hosting a Scam & Fraud Workshop this Friday, noting that it is an extremely popular program, and he does a tremendous job. Ms. Houck confirmed for Mr. Stuck that the program is held twice a year, once in the fall and once in the spring. Mr. Stuck questioned if an early evening Scam & Workshop Program was worth considering.

- C. Engineering/Planning Department -No Report

TOWNSHIP DIRECTORS: (Continued)

D. Finance Department-

1. Rural Trash Discussion

Mr. Groller asked the Board to determine if they would like the Rural Contract for the Trash Collection to be treated as a separate district from the non-rural contract. It was confirmed that the price for the rural bid includes disposal. The Board decided they would like to keep the Rural Contract for trash separate for the first five (5) years, review after the contract is up, and commit to charging rural customers the price of \$360.00 a year.

Mr. Groller indicated that the cost of recycling is increasing by \$600,000.00 annually, and that the current seven- (7) year contract is expiring. Mr. Groller explained that the Township's current contract went into effect right before China stopped purchasing recycling, giving the Township an extremely favorable rate.

E. Human Resources-No Report

F. Public Works Department- Mr. Darrah stated that he received confirmation that Snyder Road paving will start next week. Mr. Darrah explained that the Schlouch invoice for Snyder Road was for a repair for a damaged underground storm "vault" that was done by Fidelity Contractors LLC when they were replacing the water main. Fidelity Contractors LLC agreed to reimburse the Township for \$5,521.50 towards the repair expense.

PUBLIC SAFETY

A. Police Department

1) Chief Powell submitted a Monthly Report.

2) Highland Street Parking Discussion

Chief Powell stated that there are no parking signs at the bottom of the hill in the 2500 block of Highland Street. The Department received a complaint from a resident to remove the signs. The Board had no objections to removing the signs.

3) LSA Grant Award—Chief Powell stated that the Department was awarded \$509,828.00 for the remaining building repairs at the police station, noting that the improvements include a digital sign.

B. Township of Spring Fire Rescue Service-No Report

C. West Side Emergency Management Agency-No Report

D. Western Berks Ambulance Association-No Report

SOLICITOR-No Report

OLD BUSINESS: Mitch Hettinger, Member of the OWLS Sports Club, was back before the Board of Supervisors this evening to request a letter of support from the Township for an LSA Grant the club is working on. Mr. Hettinger reviewed the quotes he received for their project, including one to replace the lights and upgrade the lights and electricity at the cost of \$211,664.00, with an added expense of a pole recertification inspection at an additional \$2,000.00 a pole (seven poles). A landscaping proposal from New Castle was also received to repair the terrace on the third base side for \$25,948.00. Mr. Hettinger stated the club is also looking at replacing a piece of equipment they use to take care of the infield and is waiting for one additional quote. The club will be applying for \$425,000.00 to fund the project.

OLD BUSINESS: (Continued)

OWLS Sports Club (Continued)

Mr. Hettinger said they are receiving a letter of support from Senator Schwank's office and would like a letter of support from the Township. Mr. Hettinger confirmed that when the club hosts national tournaments (five-day tournaments), they bring revenue into the club and the community.

The motion to approve a letter of support for the grant application request for the OWLS Sports Club was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, All Supervisors present voted affirmatively.
MOTION CARRIED

NEW BUSINESS: None

ANNOUNCEMENTS/COMMUNICATIONS

1. Library Info-Summer Quest 2024
2. Important Message from Paul Jansen About the EMS Crisis- November 6 -Lower Heidelberg Township Building
3. Next Meeting will be held on Tuesday, November 12, 2024.

EXECUTIVE SESSION

The Board recessed the Meeting and went into Executive Session to discuss personnel matters.

The Board reconvened the Meeting and did not take any additional action.

ADJOURNMENT:

There being no further business, Chairperson Smith adjourned the Meeting at 8:27 p.m.

Respectfully submitted,



Mary L Rossi, Township Secretary