



# TOWNSHIP OF SPRING

Board of Supervisors

**BERKS COUNTY, PA**  
2850 WINDMILL RD.  
READING, PA 19608  
Tel. (610) 678-5393  
Fax. (610) 678-4571  
Website: [springtwpberks.org](http://springtwpberks.org)

## **RE-ORGANIZATION MEETING MINUTES JANUARY 6<sup>TH</sup>, 2025**

**CALL TO ORDER:** The 2025 Re-Organization Meeting of the Township of Spring Board of Supervisors was called to order by Chairperson Smith on Monday, January 6<sup>th</sup>, 2025, at 7:10 p.m., 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, Royer, and Wertz were present. Also present were John Groller, Dean Murray, Mary Rossi, Jen Bensinger, Jeremy Baez-Reyes, Chief Hackman, Judy Houck, Paul Darrah, Aaron Wozniak, Lieutenant Steve Brock, Jason Reichert, Daniel Becker; Esq, Don Haas; Bogia Engineering, and Jeff Simcox; Wilson School District. Jeff Shyk attended via ZOOM.

**CHAIRPERSON PRO-TEM:** Solicitor Becker was appointed Chairperson Pro-Tem.

**ELECTION OF CHAIRPERSON:** The Chairperson Pro-Tem proceeded with the election of the Chairperson of the Board of Supervisors for 2025.

*Mr. Stuck nominated Ms. Smith. Mr. Kocher nominated Mr. Royer. The floor was closed for nominations, and a roll call vote was taken. Mr. Wertz, Mr. Stuck, and Ms. Smith voted for Ms. Smith. Mr. Kocher & Mr. Royer voted for Mr. Royer. With a 3-2 vote, Ms. Smith was nominated as the Board Chairperson.*

**MOTION CARRIED**

**ELECTION OF VICE-CHAIRPERSON:** Chairperson Smith opened nominations for Vice-Chairperson. *Mr. Kocher nominated Mr. Royer. Mr. Stuck nominated Mr. Stuck. The floor was closed for nominations, and a roll call vote was taken. Mr. Wertz, Mr. Kocher, and Mr. Royer voted for Mr. Royer. Mr. Stuck and Ms. Smith voted for Mr. Stuck. With a 3-2 vote, Mr. Royer was nominated as the Board Vice-Chairperson.*

**MOTION CARRIED**

### **APPOINTMENT OF TOWNSHIP POSITIONS & SETTING OF BONDS (Items 7 – 18)**

7. Appointment of Township Manager/Right-to-Know Officer – John Groller
8. Appointment of Assistant Township Manager-Dean Murray
8. Appointment of Assistant Right-to-Know Officer – Kelly Reifsnnyder
10. Appointment of Township Secretary – Mary L Rossi
11. Appointment of Township Assistant Secretary – John Groller

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**APPOINTMENT OF TOWNSHIP POSITIONS & SETTING OF BONDS (Items 7 – 18) (Continued)**

12. Appointment of Township Treasurer - Tracy Daniels
13. Appointment of Township Assistant Treasurer – Kelly Reifsnnyder
14. Appointment of Township Solicitor – The firm of Kozloff-Stoudt, Attorneys
15. Setting Bond for Township Manager - \$100,000.00
16. Setting Bond for Treasurer and Assistant Treasurer - \$1,000,000.00/each
17. Setting Blanket Bond for Secretary, Assistant Secretary, Treasurer and Board of Supervisors - \$500,000.00/each
18. Setting of Bond for Tax Collector - \$25,000,000.00

*The motion to approve Appointments and Bonds, #7 through #18, was made by Mr. Kocher and seconded by Mr. Stuck. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED*

**RESOLUTIONS #2025-01 – #2025-08 (Items 19 – 26)**

19. Naming Depositories - Resolution #2025-01
20. Withdrawal of Funds - Resolution #2025-02
21. Naming Collector of Unpaid Real Estate Taxes, Fire Hydrant, Street Lighting and Refuse Taxes- Resolution #2025-03 – Stephen B Skrocki
22. Naming of Chief Administrative Officer for the Township Pension Fund for Uniformed & Non-Uniformed - Resolution #2025-04 – Tracy Daniels
23. Fee Schedule - Resolution #2025-05
24. Naming of Auditing Firm – Herbein + Company, Inc. - Resolution #2025-06
25. Appointment of Systems Design Engineering, Inc. as Sewage Enforcement Officer (per attached list) Resolution 2025-07 Alternate SEO-Aaron Wozniak
26. Resolution 2025-08-Police Pension Contribution

*The motion to approve Action items #19 through #26 was made by Mr. Stuck and seconded by Mr. Kocher. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED*

**ADDITIONAL APPOINTMENTS AND CONFIRMATIONS**

27. Appointment of Emergency Management Coordinator – Thomas M. Bausher and Assistant Emergency Management Coordinator – Colin Hackman
28. Appointment of two members to the West Side Emergency Management Agency 1-Member, 1 Alternate-Mike Kocher, Jesse Royer
29. Appointment of the following terms:
  - a. Planning Commission- Sarah E Ehrlich - 4-year term (1/08/29)
  - b. Library Board-Andrea Dillway-Huber & Sherry Auman-3-year term (1/10/28)
  - c. Zoning Hearing Board- Brad Schaefer- 3-year term (1/10/28)
  - d. Parks & Recreation Board-Mike Kocher-5-year term (1/7/30)

**ADDITIONAL APPOINTMENTS AND CONFIRMATIONS** (Continued)

30. Appointment of Infrastructure Committee – 1-year term (1/5/26)  
Jesse Royer, Paul Darrah III, Allan Kreider, Sarah P. Ehrlich, and LeRoy Schannauer
31. Appointment of Transportation Advisory Committee – 1-year term (1/5/26)  
Michael S. Wertz, Paul Darrah III, Patti J. Smith, Steve Powell, and Brad Weisman
32. Appointment of Agricultural Security Area Advisory Committee – 1-year term (1/5/26)  
Jesse D Royer, Ed Hartman, James Balthaser, Diane Young, and Allan Kreider
33. Appointment of Planning/Roads & Traffic Consultant- Kraft Engineering, LLC-Scott Anderson
34. Appointment of Township Engineer - Great Valley Consultants
35. Appointment of Waste Water Treatment Facilities Consulting Engineer – Entech Engineering, Inc.
36. Appointment of Building Inspectors –LTL Consultants, Residential-Nicarry Code Services
37. Confirmation of Fire Police Officers – Ron Zdunowski, Special Police Fire Officer, Keith Kerns;  
Special Fire Police Lieutenant, Art Folk; Special Fire Police Officer, and Frederick Wolfe; Special Fire  
Police Officer
38. Appointment of Fire Marshall/Fire Code Official – Troy Hatt
39. Appointment of Vacancy Board Chairperson – Richard Bashore
40. Appointment of Special Counsel for Personnel Matters – Joseph C. Rudolf, Esq., Clark Hill
41. Appointing delegates to the State Association's Convention and Voting Delegate – All Supervisors and  
George Stuck III as Voting Delegate
42. Emergency Declaration Authorization - Tom Bausher and Board Chairperson
43. Appointment of Representatives to Berks County Cooperative Purchasing Council – Dean Murray,  
Assistant Township Manager and Judy Houck
44. Ambulance Service Committee: John Groller, Colin Hackman and Jesse D. Royer

*Motion to approve the Additional Appointments and Confirmations as listed #27 through #44 was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, All Supervisors present voted affirmatively.  
MOTION CARRIED*


45. Appointment of Zoning Hearing Board Solicitor – Frederick R. Mogel, Esq.

*Motion to approve the appointment of the Zoning Hearing Board Solicitor, Frederick R. Mogel, Esq. for six (6) months was made by Mr. Stuck and seconded by Mr. Royer. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED.*

**ANNOUNCEMENTS:** *An Executive Session was held prior to this meeting to discuss matters of litigation and personnel.*

**ADJOURNMENT:** With no further business, Chairman Smith adjourned the Reorganizational Meeting and called the Regular Board of Supervisors Meeting to order.

Respectfully submitted,

  
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Mary L Rossi  
Township Secretary