



**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

REGULAR MEETING MINUTES
APRIL 28TH, 2025

CALL TO ORDER: Chairperson Smith called a regular business meeting of the Board of Supervisors to order on Monday, April 28th, 2025, at 7:00 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 Stuck, Royer, Wertz, and Smith were present. Supervisor Kocher was unable to attend. Also present were John Groller, Township Manager; Dean Murray, Assistant Township Manager; Mary Rossi, Township Secretary; Jen Bensinger, GIS Engineering & Planning Coordinator; Jeremy Baez-Reyes, Information Systems Manager; Colin Hackman, Fire Chief; Judy Houck, Director of Parks and Recreation; Paul Darrah, Director of Public Works; Aaron Wozniak, Director of Zoning and Codes Enforcement; Steve Powell, Police Chief; Jason Reichert, Director of Engineering and Planning; Matt Keiser, Police Officer/SRO; Rayn Keiser and other Family Members of Officer Keiser, Spring Township Police Officers, Dan Becker, Esquire; Chaz Aden, Representative from Johanny Cepeda-Freytiz's Office; Resident Linda Zerbe, Resident Zach Zeoli, and Resident Lauren Robertson.

ANNOUNCEMENTS

Ms. Smith stated that there was an executive session before the meeting to discuss personnel matters.

AGENDA AMENDMENTS: None

OFFICER OF THE YEAR- MATT KEISER

Chief Powell introduced Officer/SRO Matt Keiser. Chief Powell stated that Officer Keiser is a school resource officer working primarily at Wilson Southern Middle School. His position is significant as one of two SROs, interfacing with the school district, providing a tremendous amount of information, assisting with investigations and other calls, and excelling at representing the Department and the Township. Chief Powell highlighted Officer Keiser's accomplishments, noting that last year he handled 385 calls himself, and he worked in other investigations/arrests outside the school. Officer Keiser provides instruction on workplace safety/active shooter instruction, Trunk or Treat at the school, Halloween parade, assists the police academy, is a presenter for the Girl Scouts, and helps with the Literacy Program at the school.

Chief Powell stated the most important thing to note is that your peers select the Officer of the Year Award. Chief Powell presented the award to Officer Keiser, stating that he is a credit to the Department, the Township, and himself. Chief Powell said he is pleased, proud, and privileged to present the 2024 Township of Spring Police Department Police Officer of the Year award to Officer Matt Keiser.

OPEN TO THE FLOOR:

Chaz Alden of Representative Johanny Cepeda-Freytiz's office said that it is still the season of property tax revenue rebates, noting that a representative from their office will be at the Township on the first and third Friday of the month.

ACTION ITEMS FOR APPROVAL:

Below are all items requiring action by the Board. Comments and discussion points are listed under the corresponding item.

1. Minutes from the April 4th Vision Meeting & the April 14th Regular Meeting
2. List of Bills for Approval
 1. **01-General Fund - \$149,087.11**
 2. **02-Street Lighting Tax Fund- \$2,930.45**
 3. **04-Refuse Tax Fund- \$29,608.30**
 4. **05-Park Capital Outlay Fund- \$230.57**
 5. **08-Sewer District #3 Fund-\$374,778.89**
 6. **14-Fire Protection-\$28,907.34**
 7. **18-Capital Fund-\$15,471.41**
3. Payment Application #3 -Eastern Environmental Contractors, Inc.
Entech Engineering, Inc. reviewed the payment application submitted by Eastern Environmental Contractors, Inc. for work completed on the Screw Press Upgrade Project and recommends approval of the payment in the amount of \$38,807.40.
4. Resolution 2025-14-PA Small Water & Sewer Grant
5. Adoption of Comprehensive Parks, Recreation & Open Space Plan
The Board received a recommendation for adopting the Comprehensive Parks, Recreation, & Open Space Plan. Ms. Houck indicated the proposal included the Walkability Study that DCNR had requested.
6. Pavilion Structure Removal; Kline's Creek Park
The Board received a proposal to remove the Kline's Creek Park pavilion. Ms. Houck stated that problems with the foundation were discovered last year. The Master Site Plan process for Kline's Creek has just begun, and the pre-final design is complete. Ms. Houck noted that there are no plans for that side of the park due to wetlands in that area and the high water level, which is believed to have contributed to the detriment of that building.

Ms. Houck confirmed for Mr. Wertz that it was discovered that a gas line was located underneath the pavilion when UGI had placed a PA One Call to replace the line. UGI is on hold until the Township decides what to do with the pavilion. Mr. Wertz questioned the size of the pipe, expressing concern that this may affect the Master Site Plan depending on where the gas line is located. Ms. Houck confirmed for Mr. Wertz that UGI did not continue marking the lines because they were waiting on the Township's decision. Ms. Houck said she would speak with the consultants on the project, noting that the pipeline should go relatively straight and should not interfere with any current and upcoming projects the Township is doing. Ms. Houck said she would work with the consultants to ensure the gas line is marked out.

ACTION ITEMS FOR APPROVAL: *(Continued)*

7. Formal Offer of Employment- Full-time Administrative Assistant-Parks & Recreation Department-Ms. Houck requested approval to extend the formal offer of employment to Samantha Binkley, noting that Ms. Binkley will be available to start May 19th.
8. Release of Funds Approval-St. Luke's Medical Office Building
Mr. Reichert said the request is the second and final release of financial security for St. Luke's medical office building. Great Valley Consultants reviewed the request and recommended the final release of the remaining balance of \$3,300.00.
9. Wilson School District Lincoln Park Elementary – Scale Waiver
Mr. Reichert stated the Planning Commission (PC) recommended approval of this waiver at the 8/1/2024 PC meeting, noting the review of the process.
10. Wilson School District Lincoln Park Elementary-Single Stage Waiver
Mr. Reichert reviewed the initial review process from 2024, noting that the applicant has received zoning approval and approval of their sewer planning module since then. Mr. Reichert indicated a few minor comments to review this week with the PC for their second submission of their Preliminary Plans. Mr. Reichert confirmed for Mr. Royer that he recommends approval of the Single Stage Waiver at this time as the applicant has resolved most of the larger issues and questions, specifically regarding zoning and traffic. Mr. Becker confirmed with Ms. Smith that he and Mr. Reichert have discussed the request, and he agrees to recommend approval. Mr. Reichert confirmed for Mr. Royer that the applicant initially requested a waiver for the requirement to use a specific type of material for drainage pipes. This waiver request was deemed unnecessary as they can use any materials they wish.
11. Bogatta Subdivision Conditional Use Hearing
Mr. Reichert stated this is a minor subdivision, and due to the zoning district where the property is located, the RC District requires that if you are subdividing a residential lot from an overall lot of more than ten (10) acres, it becomes a conditional use. Mr. Reichert stated he is seeking authorization from the Board to approve the advertisement and schedule a public hearing to be held on May 27th, 2025, during the regular Board of Supervisors Meeting.
12. Mixed Use Zoning Amendment Hearing
Mr. Reichert stated the request is for approval to advertise and schedule the Public Hearing for the second Mixed-Use zoning amendment that the Concordia Group requested. The documents have been submitted to the Township Planning Commission and the County Planning Commission for review and comment, and he is looking for the Board's authorization to approve the scheduling and advertising of the Public Hearing to be held on June 9th, 2025, during the regular Board of Supervisors Meeting.
13. 2010 Ford Explorer
Mr. Murray requested authorization to complete the sale of the 2010 Ford Explorer to the highest bidder on Public Surplus to a gentleman from Illinois for \$1400.00.

ACTION ITEMS FOR APPROVAL: (Continued)

14. Windmill Road Closure for Car Show

Chief Powell stated the Township-sponsored Car Show on Windmill Road is scheduled for Saturday, September 13th, 2025, from 6:30 a.m.-3:30 p.m., with a rain date of September 14th, 2025. Ms. Houck said she spoke with the Wilson School District (WSD), and they said that they will have activities on the weekend (the schedule is not available until the beginning of August) and that they require access to the entrance and exit drives for their buses. Ms. Houck stated this will reduce the space that the Township will have available, noting that the nursing home must be assessable and that we are down to about 800 ft of roadway that we can use for the Car Show. After discussion, the Board decided they were good with the 800 ft available to host the Car Show.

15. Accessible Parking Space Approval-2100 Block of Penn Avenue- Item Tabled

16. Firefighter's Contract-Tabled (Decision noted after the end of the regular meeting and executive session).

17. Trinity Solar Permit Refund

Mr. Wozniak stated that Trinity Solar is requesting a partial refund of a permit fee. The permit was reviewed and issued. The applicant decided against the project, and the third-party review and internal time cost were subtracted from the invoice. Mr. Wozniak stated that he recommends approval of a partial refund in the amount of \$244.50.

18. Handheld Police Radio

Chief Powell stated that he is requesting approval to purchase two (2) handheld radios. One will be for the Officer who will be completing the academy, and the Department like's to have a spare on-hand in case someone's radio quits working. The total for two (2) units is \$12,586.15.

Motion to approve Action Items#1-14 & 17-18 were made by Mr. Stuck and seconded by Mr. Royer. Upon roll call, All Supervisors present voted affirmatively, with Mr. Stuck abstaining from voting on payment of checks # 113827& 113792, Mr. Wertz abstaining from voting on payment of Fire Fund #14, and Ms. Smith abstained from voting on payment of check # 113820. MOTION CARRIED

TOWNSHIP DIRECTORS

A. Zoning/Building Codes Department- No Report

B. Parks and Recreation Department

1) Ms. Houck submitted a Monthly Report

2) Ms. Houck provided the Board with the final draft of the West Wyomissing Park Master Site Plan, which will go to the Committee for review and to the Board of Supervisors for adoption.

3) The Township Touch-A-Truck Event is scheduled for Saturday, May 10th, 2025, from 11:00 a.m to 2:00 p.m. at the Shiloh Hills Park. Ms. Houck confirmed for Mr. Stuck that the 1st Touch-A-Truck event was very successful last year.

C. Engineering/Planning Department – No Report

D. Finance Department- No Report

E. Human Resources-No Report

TOWNSHIP DIRECTORS (Continued)

F. Public Works

- 1) Mr. Darrah provided a Monthly Report
- 2) Broadcasting Road Storm Sewer-Mr. Darrah stated that the storm sewer on Broadcasting Road on the Barnes and Noble side is collapsing. Mr. Darrah said that the total area that needs repaired consists of a 30" pipe 10-15ft deep covering an area of 560ft. Mr. Darrah confirmed for Ms. Smith that the storm sewer has been in place since 2002. Mr. Darrah confirmed for Mr. Stuck that the portion on the southern side near Coastal Grille was replaced a few years ago after a storm blew the pipe apart, basically imploding from the inside out.

Motion to approve Great Valley Consultants to prepare the bid documents for the Storm Sewer Replacement Project on Broadcasting Road was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED

G. IT Department-No Report

PUBLIC SAFETY

- A. Police Department – Chief Powell submitted a Monthly Report
- B. Township of Spring Fire Rescue Services – Chief Hackman stated that the Department is hosting a surprise luncheon at 1:00 p.m. for Gary Riegel’s last shift.
- C. West Side Regional EMA – No Report
- D. Western Berks Ambulance Association– No Report

SOLICITOR -No Report

OLD BUSINESS:

Harvard Boulevard-Mr. Murray contacted DCED at the Board’s request to determine if it would be permissible for the Township to scale back the project to install only handicapped ramps. By doing that, the Township will reduce our requested funds, noting it is a 30% match grant. The cost of installing the twenty-one (21) handicapped ramps along Harvard Boulevard is approximately \$210,000.00. Mr. Murray said that there are three (3) trees and a stump that will need to be removed. In this scenario, the State would award the Township \$140,000.00 toward the project, and with the Township’s projected 30% match, the cost to the Township will be approximately \$63,000.00-\$65,000.00.

Mr. Murray suggested that residents on Harvard Boulevard can utilize the Township's contractor to replace their curb(s) and sidewalks at a discounted rate. There was discussion on various options, including skim coating, curb replacement, and notification to residents.

Staff will review and work on pricing, etc., with the Township Engineer.

NEW BUSINESS: –None

Chairperson Smith recessed the regular meeting at 7:50 p.m., and the Board went into Executive Session.

Chairperson Smith reconvened the regular meeting at 8:00 p.m., and the Board took the following action:

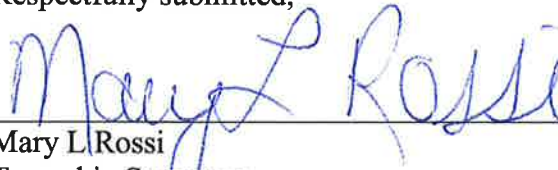
Motion to approve the Firefighter's Contract Collective Bargaining Agreement dated January 1st, 2025 through December 31st, 2027, was made by Mr. Royer and seconded by Mr. Stuck. Upon roll call, All Supervisors present voted affirmatively, with Mr. Wertz abstaining. MOTION CARRIED

ANNOUNCEMENTS:

The next Board Meeting of Supervisors is scheduled for Monday, May 12th at 7:00 p.m.

ADJOURNMENT: There being no further business, Chairperson Smith adjourned the meeting at 8:01 p.m.

Respectfully submitted,



Mary L. Rossi
Township Secretary