



TOWNSHIP OF SPRING

Board of Supervisors

BERKS COUNTY, PA

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REGULAR MEETING MINUTES

JULY 14TH, 2025

CALL TO ORDER: Vice Chairperson Royer called a regular business meeting of the Board of Supervisors to order on Monday, July 14th, 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.

PLEDGE TO THE FLAG

ROLL CALL: Upon roll call, Supervisors Stuck, Wertz, Kocher, and Royer were present. Ms. Smith joined by teleconference. Also present were the Township Manager; John Groller, Township Secretary; Mary Rossi, GIS Engineering & Planning Coordinator; Jen Bensinger, Information Systems Manager; Jeremy Baez-Reyes, Fire Chief; Colin Hackman, Director of Parks and Recreation; Judy Houck, Director of Zoning and Codes Enforcement; Aaron Wozniak, Police Chief; Steve Powell, Director of Engineering and Planning; Jason Reichert, Lieutenant Josh Knoblauch & family, Sergeant Jim Matthews & family, Spring Township Police Officers, Dan Becker; Solicitor, Brian S. Focht; C2C Design Group, and John Hoffert; Hoffert Surveying. Attending via Microsoft Teams was Paul Darrah, the Director of Public Works.

AGENDA AMENDMENTS: None

POLICE OFFICER PROMOTIONS

Chief Powell introduced and congratulated two (2) newly promoted Township Police Officers.

The first officer is newly promoted Lieutenant Josh Knoblauch. Lieutenant Knoblauch, a sergeant in Criminal Investigations, who has been with the Department for 16 years. He will be moving into an administrative/operations Lieutenant role.

The second officer, Sergeant Jim Matthews, has been with the Department for 13 years, serving as an FTO. He will be taking over a patrol platoon as a Sergeant.

Chief Powell stated that he is very proud of both officers and thanked their friends, family, and fellow officers for attending this evening.

OPEN TO THE FLOOR: None

Board of Supervisors

7/14/25

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 of the June 23rd Regular Meeting
2. List of Bills for Approval
 1. **01-General Fund - \$302,777.60**
 2. **02-Street Lighting Tax Fund- \$23,747.90**
 3. **03-Fire Hydrant Tax Fund-\$9,006.84**
 4. **04-Refuse Tax Fund-\$226,828.57**
 5. **05-Park Capital Outlay Fund-\$211.25**
 6. **08-Sewer District #3 Fund-\$63,639.36**
 7. **14-Fire Protection-\$11,143.16**
 8. **18-Capital Fund- \$8,693.20**
3. MS4 Steering Committee Cost Sharing Agreement
Authorization for approval pending Solicitor review.
4. Learning Experience-Meridian Boulevard
Mr. Reichert stated that the construction is complete, with some minor E&S Items to clear up. According to the County agreement, the Township cannot completely close out its financial security until the NPDES permit is closed. The applicant requests that the Bond be released (with a current balance of \$152,217.85) and, in return, the applicant will make a cash deposit of \$2,500.00 to cover any remaining inspections related to closing out the NPDES permit. Great Valley Consultants (GVC) recommends approval of the request.
5. PA American Water Tank Project
The deadline to consider the plans for the PA American Water Tank Project on Old Fritztown Road is July 14, 2025. The applicant has submitted a request for an extension of time with a new action deadline of September 12, 2025. At their public meeting held on June 26, 2025, the Planning Commission (PC) voted to recommend approval of the request.
6. Stor 4 U Land Development Project
The deadline to consider the plans for the Stor 4 U Land Development Project is August 7, 2025. The applicant has submitted a request for an extension of time with a new action deadline of August 26, 2025. At their public meeting on June 26, 2025, the PC voted to recommend approval of the request.
7. Reserve Iroquois Lot 1 Land Development
The deadline to consider the plans for the Reserve @ Iroquois- Lot 1 Annexation and Land Development is August 8, 2025. The applicant is seeking zoning relief from the Zoning Hearing Board and requires additional time in which to hold the hearing and make appropriate revisions to the plans. The applicant has submitted a request for an extension of time with a new action deadline of September 8, 2025. At their public meeting on June 26, 2025, the PC voted to recommend approval of the request.

ACTION ITEMS FOR APPROVAL: *(Continued)*

8. Lean-to Building

The Public Works Department is seeking approval to incur costs for the engineering design of a Lean-to Building to be located behind the Public Works Garage, with the intention of applying for an LSA Grant to cover the associated costs.

9. 801 Apple Drive- Solar Permit Fee

The Township received a request for reimbursement of the permit fee for the installation of a roof-mounted solar system at 801 Apple Drive, as the project was subsequently canceled. Mr. Wozniak stated that it is a standard request, and the Township's costs incurred during the review and administration of the project were deducted in the amount of \$175.00. The permit fees received were \$379.50. After deducting the Township cost, the total reimbursement requested is \$204.50.

After discussion, the Board directed Mr. Wozniak to list these types of requests in his monthly report.

10. BCCPC 2025-2026 Road Salt Contract

Ms. Houck stated that she is seeking approval for the Township to award the 2025-2026 Road Salt Contract to Eastern Salt Company as recommended by the Berks County Cooperative Purchasing Council at their meeting on July 9, 2025, at a per-ton delivery price of \$76.90. Ms. Houck requested approval for the appropriate Township official to be authorized to sign the contract.

11. Western Berks Ambulance Services

Mr. Groller stated that the authorization request is to approve and sign the Second Amendment to the Municipal Agreement for Provision of Ambulance Services with Western Berks Ambulance, noting that the contract includes five (5) one-year automatic extensions.

12. WWTP Press Lease

Mr. Darrah requested authorization for approval of the WWTP Press Lease after the Solicitor and Entech Engineering's review.

13. Broadcasting Road Storm Sewer Project

Mr. Darrah stated that Township staff have been reviewing this project and that he is requesting authorization to put the project out to bid.

Mr. Darrah confirmed for Ms. Smith that a new storm sewer will be installed on Broadcasting Road, on the opposite side of the road, when construction for the new development begins. Ms. Smith mentioned that there should be a discussion on increasing the size of storm sewers to alleviate flooding issues. Mr. Reichert and Mr. Darrah confirmed that they are not aware of any flooding issues in that area.

Mr. Darrah confirmed with Mr. Stuck that the project is where there have been issues with sinkholes, and he reviewed the project, noting that the project includes the replacement of the 30" pipe.

14. Rifle Trade In

Chief Powell requested approval to trade in eighteen (18) long guns purchased from the Federal Government. The firearms will be exchanged for \$3,600.00 in store credit at the Witmer Public Safety Group, allowing the Department to purchase more suitable equipment.

ACTION ITEMS FOR APPROVAL: (Continued)

Motion to approve Action Items #1-14 was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, All Supervisors present voted affirmatively, with Mr. Stuck abstaining from voting on payment of check #114356, Mr. Wertz abstaining from voting on the approval of Fire Fund #14, and Ms. Smith abstaining from voting on the approval of the minutes and payment to Paragon Consulting Group.
MOTION CARRIED

TOWNSHIP DIRECTORS

A. Zoning/Building Department – Mr. Wozniak submitted a Monthly Report

- WSD - Mr. Wozniak noted that the WSD has begun both projects, noting they will take approximately 18 months to complete.
- Mr. Wozniak noted the sale of 2920 Penn Ave. (the former Pizza Hut). The Board and Mr. Becker discussed all that may be involved in the possibility of widening the road in that location, addressing Mr. Royer's question.
- Mr. Wozniak confirmed to Mr. Stuck that 2203 Penn Avenue will have sufficient parking for the Bakery Fit Out, as West Lawn had previously approved that location as a personal services establishment. This conversion will require less parking than the previous use, which is permitted under the Zoning Ordinance.
- Mr. Wozniak updated the Board on the keeping of chicken violations.
- Mr. Wozniak confirmed for Mr. Wertz that the new school's address will be 1370 W. Wyomissing Court.

B. Parks and Recreation Department – No Report

C. Engineering Department–

1) West Wyomissing Park-Waiver of Land Development

YSM Landscape Architects, on behalf of the Township, has submitted a request for a Waiver of the Land Development Process under Section 302 of the Subdivision and Land Development Ordinance, concerning the West Wyomissing Park located at the corner of South Morwood Avenue, Garfield Avenue, and West Lawn Avenue. The PC, at their public meeting on June 26, 2025, voted to recommend that the Board of Supervisors grant the waiver of land development.

Mr. Reichert stated that staff recommended considering stormwater throughout the process.

Motion to approve the Waiver of the Land Development Process for the West Wyomissing Park Project was made by Mr. Stuck and seconded by Mr. Kocher. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED

2) Borgatta Minor Subdivision Final Plans

Ms. Bensinger reviewed the project, which is on Miller Road in the Township on a partially wooded 17.36-acre parcel. The applicant wishes to conduct a Minor Subdivision, subdividing a 3.029-acre lot for a single-family residence, which will be served by on-site water and sewer. The applicant received Conditional Use Approval from the Board of Supervisors on June 9, 2025, at a hearing held during the Board of Supervisors Meeting. The applicant has received on-lot septic approval and has complied with all the Engineering Department's comments and requirements.

TOWNSHIP DIRECTORS (Continued)

C. Engineering Department– (Continued)

2) Borgatta Minor Subdivision Final Plans (Continued)

At the PC Meeting on June 26, 2025, the PC voted to recommend that the Board of Supervisors approve the Borgatta Minor Subdivision Final Plans.

Motion to approve the Borgatta Minor Subdivision Final Plans was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, All Supervisors present voted affirmatively.

MOTION CARRIED

3) Reserve @ Iroquois Variance Requests

Mr. Reichert reviewed the project, which was initially planned as a commercial building for Lot #1 of the Reserve of Iroquois, but will now be converted into garden apartments.

The applicant proposes locating the building in the northwest corner of Lot 1 to maximize the remaining lot for parking. Due to the shape and configuration of the lot, the proposed building will not meet the minimum 75-foot setback requirement along the rear and side property lines. As the current proposal shows, the building setback only 20 feet from the side property line and 16.44 feet from the rear property line. The applicant has requested a variance from the Zoning Hearing Board, seeking relief from the side yard and rear yard setback requirements.

The applicant also included a variance request from Section 324(B)(43)(n)(1); Outdoor Recreational Facilities, which states that such facilities shall be located at a minimum of 50' from any building. The applicant proposes a "Sports Court" situated between two existing Garden Apartment Buildings, measuring 17' and 22'.

The PC, at its public meeting on June 26, 2025, voted to recommend that the Zoning Hearing Board approve both variances.

Motion to recommend that the Zoning Hearing Board approve both variance requests was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, All Supervisors present voted affirmatively.

MOTION CARRIED

D. Finance Department– Mr. Groller stated that he had a conference call with the Township's Financial Advisors regarding the Bond that was issued to the Township a few years ago. All funds have been appropriated through this borrowing, and a Financial Report will be prepared for the Board's review.

E. Human Resources– No Report

F. Public Works – Mr. Darrah stated that contracted road work should be completed by the end of the week, weather permitting. Mr. Royer requested that Public Works investigate an area on Chapel Hill Road, across from 92 Chapel Hill Road, where there is very little shoulder, as well as a spot that is crumbling away. Mr. Royer stated that there is also vegetation very close to the road.

G. IT Department –No Report

PUBLIC SAFETY

- A. Police Department –No Report
- B. Township of Spring Fire Rescue Services–Chief Hackman submitted a Monthly Report
- C. West Side EMAs –No Report
- D. Western Berks Ambulance Association–Monthly Report

SOLICITOR: – Mr. Becker gave a brief update on two (2) legal matters.

OLD BUSINESS: – None

NEW BUSINESS: –

Penn State Berks Request: Mr. Stuck stated that Penn State Berks would like to construct a trail to connect Grings Mill Recreation Area to the pedestrian crossing at the exit ramp, where Concordia's trail underneath the bridge will end. Mr. Stuck said that the proposed trail is to pass through Penn State Berks, on the east side of Broadcasting Road, and pass by the historic structures that are part of the campus, continuing through the woodlands to Tulpehocken Road, and terminating at a crosswalk at Grings Mill. Mr. Stuck said that Penn State Berks questioned if the Township would like to contribute to the engineering of the proposal, noting that the County is contributing \$25,000.00 to it.

After the Board discussion, which included the section that the Township was going to create, Ms. Smith suggested that Mr. Reichert look into it and come back with a proposal.

ANNOUNCEMENTS:

- 1) There was an Executive Session before this meeting to discuss potential litigation and contract negotiations.
- 2) The next Board Meeting of Supervisors is scheduled for Monday, July 28 at 7:00 p.m.

ADJOURNMENT: There being no further business, Vice Chairperson Royer adjourned the meeting at 8:00 p.m.

Respectfully submitted,



Mary L. Rossi
Township Secretary