



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

VISION MEETING MINUTES OCTOBER 17TH, 2025

CALL TO ORDER: Chairperson Smith called the Vision Meeting to order on Friday, October 17th, 2025, at 8:02 a.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 Royer, Stuck, Wertz, and Smith were present. Supervisor Kocher joined by Teleconference at 8:15 a.m. and left the meeting at 9:00 a.m. Mr. Royer left the meeting at 9:45 a.m. Also present were Township Manager John Groller, Assistant Township Manager Dean Murray, GIS Planning and Engineering Coordinator Jen Bensinger, Information Systems Manager Jeremy Baez-Reyes, Fire Chief Colin Hackman, Director of Parks and Recreation Judy Houck, Police Chief Steve Brock, Director of Engineering and Planning Jason Reichert, and Esquire Dan Becker.

ANNOUNCEMENT

The Board met in Executive Session before the meeting to discuss personnel matters.

AGENDA AMENDMENTS: None

OPEN TO THE FLOOR: None

ACTION ITEMS FOR APPROVAL:

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

1. Approval of Stormwater Controls/ Operations & Maintenance Agreement- Borgatta property located at 234 Miller Road.
2. Approval of Stormwater Controls/ Operations & Maintenance Agreement-Martin Property located at 1022 Baker Road.

Motion to approve action items 1 & 2 as presented was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED 4-0

TOWNSHIP VISION STATUS UPDATE

Mr. Groller presented the Township's Mission and Vision Statement and began the review of the informational packet & slides.

Secure and Control Access to Both the Yerger Boulevard and Goose Lane Yard Waste Sites

Mr. Groller reported on updates to the process for the sites and noted that, to date, over 3,500-yard access cards have been issued. Mr. Groller said that now that both sites are secure, staff are working with SRC Consulting on the next steps and BMPs. Mr. Groller and Mr. Baez-Reyes reviewed the process that staff follow to address violations and illegal dumping.

- ❖ *Mr. Groller recommended removing the yard waste sites as a vision item, as both sites are now secure with controlled access.*

Mr. Groller noted that Mr. Murray has some ideas for a pilot program for contractors. Mr. Murray said it will benefit the small outfits that help Township residents and also generate revenue for the Township.

One Library/Library Commitment and Construction: No action or meetings with library representatives since April 2025. A funding request for 2026 totaling \$239,200.00 has been submitted to the Township. Mr. Groller noted that the current funding the Township provides is \$230,000.00.

Proceeding with the Development of an RFP for the Update of the Comprehensive Parks, Recreation, and Open Space Plan in Accordance with DCNR Standards

The Board of Supervisors adopted this plan on April 28th, 2025-Project Complete.

Proceeding with Developing an RFP for Creating a Master Site Plan for Kline's Creek Park in Accordance with DCNR Standards

Mr. Groller noted the timeline Ms. Houck provided, and Ms. Houck said that the Township received the first draft of the written plan on September 22nd, 2025. Mr. Royer said the consultant indicated that the creek is not officially named Kline's Creek and asked whether the Township could formally name it. Mr. Becker said the State must be involved, and Ms. Houck noted she would look into it.

Proceeding with the Development of an RFP for the Creation of a Master Site Plan for the Shoener Lake Property in Accordance with DCNR Standards

At the July 24th, 2023, Board of Supervisors meeting, this site was eliminated as a potential future site, and no further action has been taken. Mr. Groller indicated that he would like to keep this as a vision item, per the Board's wishes and the PAWC's request for access.

Proceed with developing an RFP for creating a Master Site Plan for the West Wyomissing

*The Board of Supervisors adopted the West Wyomissing Park Master Site Plan on June 23rd, 2025.
(The park will be built)- Project Complete*

Evaluate the Opportunity for a Festival Community Type of Event

Ms. Houck provided an outline of 28 community events for 2025. Mr. Groller stated that the staff is seeking committee members to begin planning for America's 250th Anniversary. Ms. Smith & Mr. Stuck volunteered to serve on the Committee along with staff.

Safe Route to Parks: No updates at this time

Recycling Containers in Parks: No updates at this time

Penn Avenue Revitalization Plan

Staff are working on plans to create an internal team to analyze the previously issued study and incorporate the previously prepared Howard Street sidewalk study. The Green Light Go Project, which included upgrades to the traffic signals along the Penn Avenue corridor, is complete. The total cost of the project was just under \$525,000.00, with PennDOT reimbursement just over \$400,000.00.

Key discussion points included: Preemption devices that need to be installed or replaced in other areas of the Township; applying for another Green Light Go Grant; and adding, upgrading and installing preemption signals at all Township lights as a Vision Item.

Maintain and Enhance Employee Relations and Communication

Current staffing updates include open positions, completion of the Business Office Succession Plan, cross-trained positions, recruited replacements, and the creation of a new police officer hiring list in preparation for upcoming staffing needs.

Technology Updates

- The New Township website is completed and continues to be improved as needed.
- The Codification of the Ordinances project is ongoing.
- Energov product upgraded to EP&L.
- The online Payments Project is expected to be implemented by the end of 2025.
- The Accounts Payable Automation Project has been put on hold and will be revisited in 2026.
- The Text MyGov service was purchased and implemented in 2024. It has proven to be a beneficial means of communication to the residents.
- ArcGIS software upgrade project was completed in May.
- Staff are currently evaluating BoardEffect Software. This software will allow for better agenda/packet preparation and disbursement for BOS meetings and appointed and internal committees. The software also improves efficiency in minute-taking, roll calls, and related tasks.
- Motorola WatchGuard upgrade was completed in June.

ArcGIS Software

Ms. Bensinger reviewed the new software, noting that it includes a new server with an ArcGIS Portal. The ArcGIS Portal is a place to publish map services and share them with all Township staff. Ms. Bensinger reviewed the ArcGIS Web Application that she created through the ArcGIS Portal, noting that this is a map that contains most of the Township layers, such as address layers, sewer layers, and many other additional items to allow staff to utilize this for permit reviews, plan reviews, property maintenance, property owner info, noting that staff can utilize the program out in the field.

The Board and Mr. Becker complimented Ms. Bensinger on the great job she did creating this program.

Township of Spring Management Development Program

A summary was provided to the Board. Ms. Smith asked if the program was beneficial and if there was an end date. Mr. Groller, Mr. Murray, and Mr. Reichert noted that the program benefits staff.

Training Initiatives

Mr. Groller reviewed the training completed for the Zoning and Codes Department, upcoming training for the Finance and Lobby/Reception Department, and the current in-development training for the Engineering Department.

Employee Relations

The Manager and Assistant Manager continue to maintain an open-door policy for all staff and promote a positive, healthy culture and work environment. The negotiation of a new 3-year contract with the Professional Firefighters Association has been completed, and the Township is currently in negotiations with both the Non-Uniformed Association and the Police Officers.

Program Expansions

Ms. Owens will be added to the monthly 1:1 Director rotation due to expanded responsibilities. Specialized Intervention with the Police Department includes Police Department Leadership Support, Sergeant Development & Officer Professional Development.

Continue to Provide Residents with Quality Police and Fire Services

Fire Department: Chief Colin Hackman addressed the Board, stating that Fire Rescue Services continues to follow the Township Board of Supervisors' vision to provide high-quality, yet safe Fire Rescue services to the residents and guests of the Township.

The Department completed the second round of interviews, noting there are seven (7) candidates for the open position. Chief Hackman said the hiring process for the Department is extensive, time-consuming, and costly, and briefed the Board on the testing required.

Chief Hackman reported that the Department's current responses to date are 1,975 calls, noting the calls are approximately 48 calls above 2024, the average personnel per incident is 4.4, the dispatch to route is approximately 1 min and 45 seconds, and dispatch to on-scene is 7 minutes, 25 seconds. Chief Hackman stated that of the current 1,975 calls, 496, or 43%, were in the Broadcasting area, which is the Township's busiest area. The Department's current response time in that area is approximately 8 minutes, 50 seconds, noting the National standard is within 9 minutes, 90% of the time. Chief Hackman stated the Department has concerns with the addition of the development in the Broadcasting area, with the expected increase in population and vehicle traffic, which will increase the Department's call volume in that area. Chief Hackman confirmed for Mr. Royer that there are currently many calls in that area for motor vehicle accidents and fire alarms, as it is a high commercial area.

Chief Hackman confirmed for Ms. Smith that currently it is taking longer to get towards the southern end towards Adamstown, approximately 9-10 minutes, and reviewed for the Board how the Department is called to assist, noting that the Department is 2nd due for rescue and fires, adding that Adamstown has a low call volume, approximately 200 calls a year.

Continue to Provide Residents with Quality of Police and Fire Services *(Continued)*

Fire Department: *(Continued)*

Mr. Royer noted that the Department is a very good partner for the surrounding areas. Chief Hackman said that the Department provides four (4) certified people on calls, and depending on where the calls are, Chief Hackman or Deputy Fritz will go on the call as well. Chief Hackman states that the Department relies on the City of Reading, and the City of Reading relies on the Township.

Chief Hackman thanked the Board for their support, noting that they may have confidence that the Departments will do their very best.

Police Department

Chief Brock stated that the Department experienced a significant leadership change this year, with him taking over as chief, Officers Bob Long & Josh Knoblauch took over as lieutenants, Officer Chris Laird went over to the Criminal Investigations Division, and Jim Matthews was promoted to Sergeant. Chief Brock stated that the Department has nine (9) officers with less than five (5) years of experience, noting that they are all doing an excellent job and are eager to learn, doing great with the community. Chief Brock said that in the Broadcast District, there is expected growth and an increase in call volume, and that some districts will shift patrols to add additional personnel to improve response and presence in the future.

The Department continues to maintain a great relationship with the community, noting events such as National Night Out, Coffee with a Cop, and Trunk or Treat at the Halloween Parade. Chief Brock said that the Department has little to no citizen complaints about our Police, no bias-based policing complaints, and use of force remains very low. Chief Brock noted that the Department is very fortunate to have such a great relationship with the community, noting residents drop off cards and food, stopping in to say thank you, and kids stop by as well to say thanks and get pictures. There are expected building repairs in 2026, noting that engineers are doing the final review of the exterior and interior of the building.

Chief Brock confirmed that the candidate accepted the Conditional Offer.

Mr. Becker confirmed that the donated property in the Broadcast District area is the Township's and is recorded. Mr. Becker left the meeting.

Maintain Quality Roads

Mr. Groller said that with the creation of Brad Shade's position, the Department has been on top of utility companies making sure that road restoration is completed in a timely fashion, and to the Township's Roadcut Standards as listed in the Ordinance, noting this has been very successful.

Mr. Murray and staff have been working on developing a plan so that all residents can see the benefit of their tax dollars, rather than focusing on road improvements in a particular area. The 2025 Roadwork budget has been set at \$1,200,000. The Township evaluated a cold-in-place process versus hot mix, but that did not work out for us this year. The Ulta Thin product was used along multiple roads, and in totality, came in under budget. Mr. Groller said that over the last five (5) years, the Township has spent over \$ 7 million on road improvements.

Harvard Boulevard Road Restoration

Mr. Groller stated that the Township was not successful in obtaining the LSA Grant for the road restoration portion of the project. The Township did receive a Multi-Modal Grant for the basic walkability in the amount of \$250,000.00. Proceeds will be used for up-to-date handicap accessibility ramps and a portion of curbing around the ramps.

Mr. Groller indicated that staff need direction from the Supervisors on what and how to communicate to the residents regarding the required repairs. After review, staff determined that, along with curbs that need to be repaired, sidewalks also need to be repaired. Slides prepared by the Codes Department highlighted areas that need repair. Mr. Murray indicated that the Township has three (3) years to use the funds from the acceptance date, noting that we are down to a little over two (2) years at this time. Discussion on permits required & fees if residents opt to choose their own contractor, or if they are going to go with the Township's contractor and pay the Township, existing trees that may need to be removed, and the need for a Town Hall Meeting. The Board determined that they would like to hold the Town Hall Meeting in January 2026.

Howard Street Sidewalks

The Township plans to apply for a Multi-Modal Walkability Grant in 2026 to offset the cost of this project which would push the actual work into Summer/Fall 2027 for any movement on the upgrades.

Ms. Smith said that on Grandview Boulevard, most of those homes do not have sidewalks, noting that when walking from Howard Street to Grandview Boulevard, there isn't really anywhere to cross. Ms. Smith said that all the kids park there, so then you will have kids crossing between cars, noting her grandkids have to do this now. The sidewalks needed are on the south end of Grandview Blvd, and also on some of the north side that don't have sidewalks. Ms. Smith stated that she doesn't believe there is a Crossing Guard at the location. Mr. Groller and Mr. Murray indicated that they would look at the additional areas

Penn Avenue Sidewalks (North Side) from Dwight Street to Howard Street

Staff have completed their analysis of sidewalks for a Multi-Block Project versus a single block. The Final Plan for the entire area (Dwight Street to Keppel Avenue) was received in September. Authorization to bid was received from the Board of Supervisors in October 2025. The Township is in the process of revising the scope of the PADOT HOP Permit.

Explore Merging Services with Neighboring Municipalities as Needs/Opportunities Present Themselves

No direct update-Staff will continue to evaluate and discuss opportunities with the Supervisors as they arise.

MS4 NPDES Permit Renewal

The Township's permit expires in 2026 and will need to be submitted for renewal in January, which will extend the permit for an additional five (5) years. Mr. Reichert reviewed the process, noting that the Township facilities to satisfy permit requirements. Staff will work with consultants on concepts.

Renewable Energy/Moving Towards a Greener Outlook

Nothing new to add since the last Vision Meeting.

Ms. Smith said that she would like to add something. Ms. Smith said that UGI will be obtaining gas from a digester in Harrisburg and was curious if that was something that the Township could do with the digester at the WWTP, perhaps producing enough to sell or to run the plant.

Broadcast District

Mr. Reichert reviewed the project timeline, which began in 2023. To date, Final Plans have been recorded, all necessary agreements executed, and financial security (Letter of Credit) for the MIA. All sanitary sewer capacity, conveyance, and connection fees have been paid. A position of the Parks and Recreation Fees have been paid (commercial). Construction has begun, and the Groundbreaking Ceremony was held yesterday. Ms. Bensinger said that the Township received a Broadcast District shovel at the ceremony to display.

Updates from Topics from the April 4th, 2025 Vision Meeting

Pickleball Courts: -On August 25th, the Board of Supervisors directed the conversion of the tennis court at Cornwall Terrace Park into two (2) pickleball courts. The project is in progress; the estimated completion date is November 15th, 2025.

Electric Scooter Education:

Prior to April 4th Vision Meeting, the Parks & Recreation Department had chosen "Bike Safety" as their Promotional theme for 2025. Educational information was distributed at special events throughout the year. The Police Department made presentations at each of the four (4) Summer Playground Program sites and information was sent home to each child.

The Board held a lengthy discussion about kids riding scooters in the Township. Chief Brock stated that most kids riding scooters in the Township are between 8 and 14 years old. Chief Brock noted that the Department is looking to have the School Resource Officer give presentations on scooters in schools. Chief Brock said that when kids are engaging in unsafe scooter behavior, officers will stop them, call their parents, and explain what they should or should not be doing.

Key discussion points & suggestions included:

- Methods to communicate scooter safety to kids and their parents
- Add information in the next Township Communicator
- Post information on the Township's website
- Education through the School Resource Officer
- Electric Scooter Laws in PA/ Enforcement

Mr. Stuck suggested getting the media involved when there are presentations at the schools.

Ms. Houck noted that the Parks and Recreation Department has been receiving numerous complaints about scooters on paths in parks. A discussion was held on enforcement and what that would entail.

Werner Farmhouse-Historical Status- The Parks and Recreation Department has copies of all deeds dating back to 1858. The farm does not meet the criteria for centennial or bicentennial farms. Staff have not discovered anything yet that is of notable "historical significance" that would qualify the farm for an "historical site: designation.

Supervisors Vision Update

Broadcast District Township Parcel

The Board Members agree with Mr. Wert's suggestion of putting up a "No Trespassing" sign on the Township property. Mr. Wertz suggested that it would be a good idea to start looking at what the Township would like to do with the property, such as for emergency services, a community center, or a library. Ms. Smith stated that she would like to walk the property with the Board Members initially before planning for the site started.

Literacy Council Property/Dwight Street Bridge

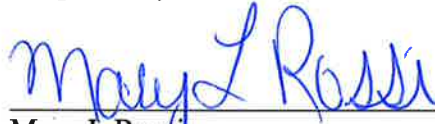
Discussion on this property for sale in conjunction with widening the road with the Dwight Street Bridge Project. Key Discussion points:

- The intersection was discussed at length with the Infrastructure Committee
- Purchase of the property may allow the Township to widen the intersection.
- The Township may want to hold off on action until the Township knows what is going on with the Bridge Project.

Mr. Groller said this subject was brought up because of some comments regarding the Dwight Street Project and the fact that widening the intersection would be easier on that side of the street.

ADJOURNMENT: There being no further business, Chairperson Smith adjourned the meeting at 10:00 a.m.

Respectfully submitted,



Mary L Rossi
Township Secretary