



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 DECEMBER 8TH, 2025

CALL TO ORDER: Chairperson Smith called a regular business meeting of the Board of Supervisors to order on Monday, December 8th, 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, Royer, and Smith were present. Mr. Kocher was unable to attend. Also present were the Township Manager; John Groller, Assistant Township Manager; Dean Murray, Township Secretary; Mary Rossi, GIS Engineering & Planning Coordinator; Jen Bensing, Information Systems Manager; Jeremy Baez-Reyes, Fire Chief; Colin Hackman, Director of Parks and Recreation; Judy Houck, Director of Public Works; Craig Conrad, Director of Zoning & Codes Enforcement; Aaron Wozniak, Police Chief; Steve Brock, Director of Engineering and Planning; Jason Reichert, Dan Becker; Esquire; Kelly Harker, Tricia McKay, Vanessa M. Fetterman, Julie Henrich, Francesco Riccobono, Carolina Vasquez, Johnathan Nesfeder, and Amy Hendrix. Chris Stumo and Garrett Davey joined by Microsoft Teams.

ANNOUNCEMENTS:

Ms. Smith announced that an Executive Session was held before this meeting to discuss matters of personnel.

AGENDA AMENDMENTS: Action Item #9 is Tabled.

OPEN TO THE FLOOR:

Trisha McKay, Owner of the Goddard School of Wyomissing located at 25 Commerce Drive, thanked the Board for taking the time to listen to all in attendance this evening regarding their concerns about crossing the Commerce Drive crosswalk. Ms. McKay said that the staff walk the preschool children; aged 3-5, back and forth from their Annex, located at 10 Commerce Drive, to their main building and playground, located at 25 Commerce Drive, four (4) times a day.

OPEN TO THE FLOOR: (Continued)

Trisha McKay, Owner of the Goddard School of Wyomissing - 25 Commerce Drive
(Continued)

Ms. McKay stated that they hadn't had issues until this year. Motorists appear oblivious and are speeding in that area, not waiting until everyone is on the sidewalk or approaching the crosswalk, even though they have had uncomfortable, close encounters; thankfully, no one has been hurt. Ms. McKay said she contacted the Police Department, which responded quickly to monitor the speed in the area. and stated that the Officer indicated a speed sign will be installed to capture motorists speed in that area.

Ms. McKay reviewed how staff had handled traffic in the past; a teacher would go out, hold up a stop sign like a crossing guard for the school district, allowing the teachers to get the children safely across. Due to the safety concerns, this year she said she purchased two (2) stop signs and has one teacher on either side of the crosswalk, facing each direction. She also invested in light-up vests for all of the staff. Ms. McKay suggested three things that may help, including more police presence, flashing signs (like the stop signs the Township installed on Fritztown Road), and State Law signs like the signs that are in the crosswalks for the school district's crosswalks, if permitted. It was mentioned that there is a slight hill before the crosswalk, and the lines in the crosswalk are very thin and hard to see. The speed limit in that area is 25mph.

Mr. Royer questioned whether the location could be treated as a school zone. Chief Brock confirmed for Mr. Stuck the speed monitoring sign is still up in that location. After it is removed, the data collected will be downloaded into a report, listing average speeds and traffic counts.

Ms. Smith asked whether, in the meantime, the Township could get the crosswalk relined as well as look into signage. The Board reviewed the location, and, after discussion, the Board recommended that Ms. McKay attend the next Transportation Advisory Committee Meeting (TAC) on 12-23-25 at 8:30 a.m. Mr. Murray mentioned that staff are looking into signs with solar flashing lights in other areas of the Township; this may help at this location as well, and this will be discussed at the next TAC Meeting.

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 November 24th Budget & Regular Meeting.
2. List of Bills for Approval
 - 01- General Fund - \$275,168.38**
 - 04- Refuse Tax Fund-\$228,433.00**
 - 08- Sewer District #3 Fund-\$265,819.65**
 - 14- Fire Protection- \$21,303.20**
 - 85- Developer Escrow- \$6,289.48**

ACTION ITEMS FOR APPROVAL: *(Continued)*

3. 2026 Meeting Schedule
Approval to advertise 2026 Meeting Schedule. The advertisement will be revised to reflect Budget Review Meetings to follow 2025's schedule, September, thru the first meeting in November.
4. Eastern Environmental Payment Application for Screw Press Project
Entech Engineering, Inc. and the Infrastructure Committee (IC) reviewed Payment Application #8 for work completed on the Screw Press Project and recommend approval of payment in the amount of \$230,784,079.
5. Authorization to Advertise Use of Appointed Auditors
6. 4-Way Stop at Chapel Hill Road and Mohns Hill Road
At the November 25th, 2025, Transportation Committee Meeting (TAC), the Committee recommended to the Board of Supervisors that, due to sight obstructions and safety concerns, the intersection of Mohns Hill Road and Chapel Hill Road be made into a four-way stop. (There are currently stop signs on Chapel Hill Road.)
7. Traffic Study
At the November 25th, 2025 TAC Meeting, the Committee made a recommendation to the Board of Supervisors to direct Kraft Municipal Group to conduct a traffic study with the intent to mitigate oversized truck traffic in the area of Chapel Hill Road, Fritztown Road, Mohns Hill Road, and other roads that might connect to SR 222 and Fritztown Road.
8. Lease Agreement-Reedy Road Property
Mr. Groller requested approval of execution the Lease Agreement for the Reedy Road property, which was recently signed by the farmer, noting it is a \$1.00- per- year lease.
9. Personnel Matters-Tabled
10. Broadcasting Square Pad W-1 Release of Remaining Professional Escrow
Elysian Partners (Broadcasting Square) had requested release of Professional Services Escrow Funds that were held in connection with the Municipal Improvements Agreement for the Honeygrow and ModPizza Developments. The projects are complete, and all invoices have been paid. Final release in the amount of \$6,289.48 is recommended by staff.
11. Stormwater O&M Agreement for 1745 Van Reed Road
There is a new single-family home at 1745 Van Reed Road with a private stormwater facility requiring execution of the typical Stormwater O&M.

ACTION ITEMS FOR APPROVAL: *(Continued)*

12. Conditional Offer of Employment- Full-Time Public Works Maintenance Position
Mr. Groller requested authorization to extend a Conditional Offer of Employment for a Full-Time Public Works Maintenance position, with a starting salary of \$27.67, to backfill a retirement within the Department. The offer is contingent upon the completion of all required post-background screenings, and the official start date is scheduled for Monday, January 5th, 2026.

13. Vehicle Purchases
Mr. Murray requested approval to purchase two (2) vehicles included in the 2026 Budget, noting 10–12-week lead times to receive the vehicles. The first vehicle is a Ford Explorer for the new Public Works Director, not to exceed \$43,000.00, and the second is a pick-up truck for the Sewer Department, not to exceed \$60,000.00, confirming they will be CO-STAR purchases.

14. Planning Commission Member Appointment
Mr. Reichert said that Mr. Ronald Keating expressed his wishes to retire from the Planning Commission (PC), after 23 years of service. Mr. Reichert stated that the PC and staff reviewed letters of interest and after interviews, recommended that the Board approve Kent L. Himelright to the PC. Mr. Reichert said that PC Members Barry Ulrich and LeRoy Schannauer are due for renewal as their four-year terms end in January. Both have expressed their interest in continuing to serve on the Planning Commission.

15. Play Equipment Repairs
Ms. Houck requested approval of three (3) purchase orders for repair and replacement of playground equipment at Breneman Park, Colony Park, and the West Lawn Park, noting that these purchases are through the CO-STAR program.

Motion to approve Action Items #1-8 & 10-15 was made by Mr. Wertz and seconded by Mr. Stuck. Upon roll call, all Supervisors present voted affirmatively with Mr. Wertz abstaining from voting on Fire Fund 14, Mr. Stuck abstaining from voting on payment of check# 115463, voting no on payment of check #115448, and Ms. Smith abstaining from voting on the payment of check# 115454. MOTION CARRIED

TOWNSHIP DIRECTORS

- A. Zoning/Building Department –No Report

- B. Parks and Recreation Department – Ms. Houck said that the Township received notification that DCNR has nominated the West Wyomissing Phase 2 Project for funding through the Land and Water Conservation Fund, which is Federal Funding through the National Parks Service. Ms. Houck explained that this is the first step in the grant process and reviewed the next steps in the application process. Ms. Houck confirmed for Mr. Stuck that the grant application is for \$1,200,000.00.

TOWNSHIP DIRECTORS (Continued)

C. Engineering Department (Continued)

1. PAWC Tank Project Old Fritztown Road

Ms. Bensinger reviewed the proposed project that is being done in conjunction with the Wyomissing High Gradient Project on land owned by the Pennsylvania American Water Company, just off Old Fritztown Road, which is the site of the two (2) existing tanks.

Ms. Bensinger displayed the area of the proposed site improvements of the plan that included:

- Two (2) 62-foot-diameter concrete water storage tanks built into the side of the hill
- 10' x 10' prefabricated water quality building
- Roughly 14' x 13' "valve vault"
- Underground stormwater feature

The subject property is located within the Rural Conservation Zoning District, where a Public Utility Facility is a special exception use. The applicant received special exception approval from the Zoning Hearing Board.

The applicant submitted the project as a Single-Stage plan (Preliminary/Final), and that waiver was approved by the Board of Supervisors at the October 14th, 2025, Board of Supervisors Meeting. The applicant has satisfied the Township's staff recommendations.

The PC at their Public Meeting on December 4th, 2025, voted to recommend that the Board of Supervisors approve the Preliminary/Final Plan for the PA American Water Tank Project, conditioned upon the items in the Engineering review letter dated December 2nd, 2025.

The following is a list of the Conditions for Approval:

- The applicant shall submit revised plans containing the proper signatures and seals.
- The applicant shall update the cover sheet to include the dates of the Special Exception and Waiver approvals.
- The applicant is required to enter into a Municipal Improvements Agreement with the Township.
- The applicant is required to execute a Stormwater Operations and Maintenance Agreement.
- The Stormwater control and Maintenance Plan must be recorded.
- The applicant is required to contribute towards the Township's Stormwater Control Operations and Maintenance Fund.

Motion to approve the Preliminary/Final Plan for the PA American Water Tank Project, conditioned upon the items in the Engineering review letter dated December 2nd, 2025 was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED

TOWNSHIP DIRECTORS (Continued)

C. Engineering Department (Continued)

2. Reserve at Iroquois-Lot 1

Mr. Reichert reviewed the project and approvals to date. Staff continue to work with the Metropolitan Group to resolve the remaining items in the Municipal Improvements Agreement for the previous Hofmann Tract Apartments (Reserve at Iroquois), specifically the final reconstruction of the segment of Iroquois Avenue from Shillington Road (SR 724) to Hillvale Avenue. Staff are working with the Solicitor's office and the Metropolitan Group on an updated agreement to finalize the remaining steps. Metropolitan has sent over a revised agreement, which is currently being reviewed by the Solicitor's Office.

Mr. Reichert noted as soon as the gas main is relocated, Metropolitan Group has agreed to come in and reconstruct the two (2) remaining lane sections from SR. 724 down to Hillvale Avenue. The applicant has submitted a request for a waiver of the Preliminary Plan process to allow for a combined Preliminary/Final Single Stage review. At this point in the process, the Engineering staff agree with this request. The Planning Commission, at its Public meeting on December 4th, 2025, voted to recommend that the Board of Supervisors approve the waiver request for a combined Preliminary/Final Single Stage Review.

Mr. Reichert noted the following Conditions for Approval:

- The Applicant shall submit revised plans (per December 2nd review letter) containing the proper signatures and seals.
- The Applicant shall update the cover sheet to include the data of the Waiver approval.
- Resolve Sewage Planning with the Township and the City of Reading.
- The Applicant is required to enter into a Municipal Improvements Agreements with the Township which incorporates the language relating to the reconstruction of Iroquois Avenue and provide the required Financial Security.

The Planning Commission at their public meeting on December 4th, 2025, voted to recommend that the Board of Supervisors conditionally approve the plans conditioned upon the items in the December 2, 2025, Engineering Review letter, and the comments discussed at the December 4th, 2025, Planning Commission Meeting, more specifically the execution of a revised Improvements Agreement relating to the reconstruction of Iroquois Avenue and the required Financial Security.

Motion to approve the waiver of the Preliminary Plan process was made by Mr. Royer and seconded by Mr. Wertz. Upon roll call, all Supervisors present voted affirmatively.

MOTION CARRIED

TOWNSHIP DIRECTORS (Continued)

C. Engineering Department (Continued)

3. 3317 Penn Ave-Reading Dermatology Sign Variance Request

Mr. Reichert reviewed a variance request submitted by Hendrix Real Estate to make use of a pre-existing non-conforming pylon sign that was determined to exceed the allowable sign coverage for the property. Mr. Reichert reviewed the history of the sign in detail along with the variance request. Mr. Reichert noted at the December 4th, 2025, Planning Commission (PC) meeting, the PC opted not to make a recommendation to the Zoning Hearing Board.

Amy Hendrix, one of the owners of the building requesting the variance for the sign, addressed the Board of Supervisors explaining the reasoning for the sign in great detail, noting her critical points, advocating for patient safety. After discussion, the Board opted not to make a recommendation to the Zoning Hearing Board.

4. PSU Trail Discussion

Mr. Reichert gave the Board a brief overview, noting that this discussion is in regard to the request for financial support from Penn State University (PSU), for a new trail that would connect from the SR. 222 ramp area to the trail down to Grings Mill. Mr. Reichert reviewed the details of the request as well as the request from the County to forward their contribution to the Township, and have the Township combine the County and Township's donation together and forward the donation to PSU.

Mr. Becker noted it is two (2) different projects that are being tied together, noting the first project is the one down by Tulpehocken Road, and this project has been going on for a very long time. As part of this project, PSU would like the second trail and to connect the trails together. Becker highlighted details in the proposed agreements.

Motion to proceed with the agreements necessary to provide \$75,000.00 in funding to PSU, for Segment 3 and the Township will give them \$50,000.00 (\$25,000.00 from the Township, \$25,000.00 from the County for the new proposed trail design, conditioned upon PSU agreeing that they will construct and maintain both trails and indemnify the Township of any liability associated with the trails and provide public access was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, all Supervisors present voted affirmatively.

MOTION CARRIED

D. Finance Department– No Report

E. Human Resources– No Report

F. Public Works – Mr. Conrad said that the Public Works crew did a great job with the first snowstorm of the season and noted that this is the last week for leaf collection.

G. IT Department – No Report

PUBLIC SAFETY

A. Police Department – No Report

Township of Spring Fire Rescue Services–Chief Hackman submitted a Monthly Report

B. West Side EMAs –No Report

D. Western Berks Ambulance Association– No Report

SOLICITOR: –No Report

OLD BUSINESS: – None

NEW BUSINESS:

1) Christmas Tree Drop Off

Mr. Groller indicated that the Township is on the County website as having drop off locations for Christmas trees. Instead of requiring residents to obtain a key card access card to the Yerger Blvd Waste Site, staff is requesting authorization to staff the Yerger Boulevard Yard Waste Site with two Public Works Employees three (3) Saturdays in January from 8-12, for residents to drop off Christmas Trees. The Board agreed with the request.


ANNOUNCEMENTS:

1) The next Board Meeting of Supervisors is scheduled for Monday, December 22nd, at 8:00 a.m.

ADJOURNMENT: There being no further business, Chairperson Smith adjourned the meeting at 8:15 p.m.



Respectfully submitted,



Mary L Rossi
Township Secretary