



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 NOVEMBER 24TH, 2025

CALL TO ORDER: Chairperson Smith called a regular business meeting of the Board of Supervisors to order on Monday, November 24th, 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, Kocher, Royer, and Smith were present. Mr. Wertz attended via teleconference. Also present were the Township Manager; John Groller, Assistant Township Manager; Dean Murray, 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 & Codes Enforcement; Aaron Wozniak, Director of Public Works; Craig Conrad, Police Chief; Steve Brock, Director of Engineering and Planning; Jason Reichert, Dan Becker; Esquire; Deputy Fire Chief; Johnathan Fritz, Anthony Tucci of Western Berks Ambulance Association, David Miller of LIB EMS, Zach Zeoli and Lauren Robertson were also in attendance.

ANNOUNCEMENTS:

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

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. Minutes from the November 10th Budget & Regular Meeting.

ACTION ITEMS FOR APPROVAL: (Continued)

2. List of Bills for Approval

- 01- General Fund - \$319,536.85
- 02- Street Lighting Tax Fund- \$3,682.44
- 03- Fire Hydrant Tax Fund-\$2,278.98
- 04- Refuse Tax Fund-\$130,044.64
- 08- Sewer District #3 Fund-\$489,781.28
- 14- Fire Protection- \$130,126.00
- 18- Capital Fund- \$15,548.43

3. PPL Right-of-Way Agreement

The agreement is for the PPL pole along Papermill Road, located in the center of the six-acre parcel transferred to the Township from the Concordia Group. Due to the widening of the right-of-way and the addition of lanes, the pole needs to be shifted. Mr. Reichert said that staff reviewed the agreement with the Township Solicitor and recommended approval, with the addition that, when the Township develops the parcel, if there is any issue with the pole's location, PPL will be required to relocate it.

4. PACT One, LLC Payment Application

Authorization to approve PACT One LLC's Payment Application # 3 in the amount of \$333,488.60 for work completed on the 2025 Sanitary Sewer Upgrade Project. Entech Engineering, Inc., & The Infrastructure Committee reviewed the request and recommended approval. Mr. Murray confirmed for Ms. Smith that road repair, which will be base to grade, is scheduled to begin next week, noting that 90% of the curbing and sidewalks are complete.

5. Pension Plan Amendment

Mr. Groller requested approval for the Solicitor's office to review and advertise the proposed Pension Plan Ordinance #471, required with the creation of the 401(a) Plan, which will be effective for new hires beginning January 1st, 2026.

6. Addendum to Resolution 2025-21

Mr. Murray stated that Resolution 2025-21, approved at the last Board Meeting, to apply for an LSA Grant for an addition to the Public Works Garage, listed the incorrect monetary value of the grant application and requested an Addendum.

7. Formal Offer of Employment-Firefighter/EMT

Chief Hackman requested approval to hire Cody. L. Whitfield for the position of full-time Firefighter/EMT. Mr. Whitfield completed all background screening and is expected to begin his employment on December 9th, 2025, at a starting rate of \$28.53 per hour and will be on a 12-month probationary period as per the terms of the IAFF Local 4755 Collective Bargaining Agreement.

8. Conditional Offer of Employment-Police Officer

Chief Brock requested approval to extend a Conditional Offer of Employment to a candidate for the Police Officer position, which is a budgeted position.

ACTION ITEMS FOR APPROVAL: (Continued)

9. 2026 Preliminary Budget

Mr. Groller requested that the Board accept the 2026 Proposed Preliminary Budget in the amount of \$44,037,260.00., which represents a 6.4% increase. Mr. Groller noted that the increase is due to rising personnel costs associated with providing the appropriate level of service to residents, additional capital expenditures, and the annual increase in trash & recycling. Overall, operational expenses increased by 5.8%. The General Fund (the main operating fund) is approximately \$520,000.00 above the 2025 budget. The proposed budget does not increase property taxes, fire protection, or trash services. There will be a slight increase in the fire hydrant tax millage of 0.4 mills, and recycling rates are increasing \$25.00 per dwelling unit.

Mr. Groller stated that final consideration and final adoption of the 2026 budget is scheduled for the Board of Supervisors Meeting on December 22nd, 2025.

10. 2026 Summer Playground Fees

The Parks and Recreation Board is recommending that the registration fees for the 2026 Summer Playground Program remain the same as they were in 2025.

Mr. Stuck asked about the notes he read in the Parks and Recreation Board minutes exploring the possibility of the YMCA taking over the Summer Playground administration. Ms. Houck confirmed with Mr. Stuck that the YMCA's rates will depend on the agreement it has with the municipality. Ms. Houck stated that it is too late for the summer of 2026, noting that she is looking into it.

Motion to approve Action Items #1 through #10 was made by Mr. Stuck and seconded by Mr. Kocher. Upon roll call, all Supervisors present voted affirmatively, with Mr. Stuck abstaining from voting on payment of check #115317, Mr. Wertz abstaining from payment of Fire Fund #14, and Ms. Smith abstaining from payment of check #115340. MOTION CARRIED

Mr. Groller welcomed Craig Conrad, the Township's new Public Works Director.

TOWNSHIP DIRECTORS

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

Ms. Smith said that Wernersville Road looks great. Mr. Wozniak updated the Board on the progress of the “junk yard” on Penn Avenue. Mr. Wozniak confirmed for Mr. Stuck that Sunoco had reported that they are working on Land Development Plans.

B. Parks and Recreation Department – Ms. Houck submitted a Monthly Report

C. Engineering Department– No Report

D. Finance Department– No Report

E. Human Resources– No Report

F. Public Works – Mr. Conrad submitted a Monthly Report

G. IT Department – No Report

PUBLIC SAFETY

- A. Police Department – Chief Brock submitted a Monthly Report and said that, going forward, per Mr. Royer's request, the reports will list the Department's assists to other agencies.
- B. Township of Spring Fire Rescue Services–No Report
- C. West Side EMAs –No Report
- D. Western Berks Ambulance Association– No Report

SOLICITOR: –No Report

OLD BUSINESS: – None

NEW BUSINESS:

Ambulance Authority Discussion

Mr. Tucci addressed the Board, stating that one way they can provide services differently is to create a Municipal Authority. Mr. Tucci said that Lancaster, PA has had an authority for two (2) years, and one is forming in the Pittsburgh area. Mr. Tucci stated that the 1st step in starting an Ambulance Authority is to get Municipalities, the ones that are already major contributors, to say yes, they would be interested in starting discussions to form an Authority. Mr. Tucci explained that, with an Authority, the funding approach would be different. After discussion, the Board agreed to explore creating an Authority, suggesting waiting until the new year, with the new Supervisors coming on Board.

ANNOUNCEMENTS:

- 1) Ms. Smith welcomed and congratulated the two (2) newly elected Supervisors in attendance, Lauren Robertson & Zach Zeoli.
- 2) The next Board Meeting of Supervisors is scheduled for Monday, December 8th, at 7:00 p.m.

ADJOURNMENT: There being no further business, Chairperson Smith adjourned the meeting at 7:40 p.m.

Respectfully submitted,



Mary L Rossi
Township Secretary

