



# TOWNSHIP OF SPRING

**BERKS COUNTY, PA**

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## **BOARD OF SUPERVISORS MEETING MINUTES**

**FEBRUARY 26<sup>th</sup>, 2024**

**OPENING OF MEETING:** Chairperson Smith called a regular business meeting of the Board of Supervisors to order at 7:05 p.m. on Monday, February 26<sup>th</sup>, 2024, 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 Smith, Stuck, Kocher, Royer, and Wertz were present. Also present were John Groller, Mary Rossi, Jen Bensinger, Jeremy Baez-Reyes, Judy Houck, Paul Darrah, Jim Moll, Jason Reichert, Aaron Wozniak, Chief Powell, Daniel Becker; Esq, Dean Murray, Jennifer Murray, and Chazz Alden from Representative Johanny Cepeda-Freytiz's office. Chief Hackman attended via ZOOM.

**ANNOUNCEMENT:**

Ms. Smith stated that an Executive Session was held prior to this meeting to discuss personnel matters.

**AGENDA AMENDMENTS:** None

**OPEN TO THE FLOOR:**

Chazz Alden, from Representative Johanny Cepeda-Freytiz's office, said they are holding a Women's Resource Fair this Saturday, March 2<sup>nd</sup>, at the Romanian Community Center on West Lawn Avenue. Mr. Alden said that more residents have been utilizing their office hours (1<sup>st</sup> and 3<sup>rd</sup> Friday mornings) at the Township, especially for the Property Tax Rebate Program.

**ACTION ITEMS FOR APPROVAL:** All items requiring action by the Board are listed below. Comments and discussion points are listed under the corresponding item.

1. Minutes from February 12<sup>th</sup>, Regular Business Meeting
2. List of Bills for Approval
  1. **General Fund - \$276,220.13**
  2. **Street Lighting Tax Fund - \$163.66**
  3. **Fire Hydrant Tax Fund- \$22,179.69**
  4. **Refuse Tax Fund - \$29,396.74**
  5. **Sewer District #3 Fund- \$103,483.96**
  6. **Fire Protection- \$15,509.47**
  7. **Capital Fund- \$86,510.30**

**ACTION ITEMS FOR APPROVAL:** *(Continued)*

3. Turf Fertilization/Weed Control 2024 Contract Award  
Ms. Houck recommended that the Board award the Contract to Tomlinson Bomberger Lawn Care and Landscape, Inc. of Lancaster, PA, in the amount of \$12,071.00. The project is being coordinated through PA CoStars.
  
4. Formal Offer of Employment-Assistant Manager/Facilities Director  
Mr. Groller stated that Dean Murray has completed all background screenings and recommends the Board extend a formal offer of full-time employment to Mr. Murray at a starting salary of \$110,000.00. Mr. Murray's official start date is Monday, March 25<sup>th</sup>, 2024.  
  
Mr. Murray said he and his wife thank the Board for the opportunity and look forward to getting to know everyone.
  
5. Management Development Program  
Mr. Groller recommended that the Board approve the Management Development Program through the Township's HR Consultant, Paragon Consulting Group, LLC. The program cost is \$5,500.00 per month.
  
6. EWO-WWTP Belt Press Program  
Mr. Darrah requested the Board's approval for the Screw Press Design, Permitting, and Bidding proposed by Entech Engineering, Inc. in the amount of \$35,165.00. Mr. Darrah stated that the Township received a \$475,000.00 grant for the project. Mr. Darrah said the project is going out to bid in the next several weeks and recommends purchasing the press immediately due to price increases and a 26-week lead time for delivery.
  
7. Authorization to Bid 2024 Roadwork Project-Tabled-No Action  
Mr. Darrah noted the list of roads for the proposed slurry seal. Mr. Darrah said the roads are down to one (1) development in the Township that will qualify for slurry seal as maintenance work is all caught up. This list still needs to be finalized, with Mr. Darrah noting that course samples need to be done and that on Reading Boulevard, he would like to do recycling reclamation, which would significantly lower the bid price. Mr. Darrah confirmed for Mr. Stuck areas in the Township where recycling reclamation was done previously.  
  
Mr. Groller said staff and the Road Engineer would review, obtain additional information, and return for authorization from the Board.
  
8. Authorization of Purchase Order WWTP 2024-13  
Mr. Darrah requested approval to purchase the RAS (return activated sludge) Pump from the George KELSO Company in the amount of \$10,305.00, noting the company is a CoStars Vendor. Mr. Darrah confirmed for Mr. Stuck that the price does not include installation and that Township staff will install it.

**ACTION ITEMS FOR APPROVAL:** *(Continued)*

Mr. Darrah confirmed for Mr. Stuck that other material rather than steel is not an option and noted the damage from the 2013 flooding.

*Motion to approve Action Items #1-6, & #8 was made by Mr. Kocher and seconded by Mr. Wertz. Upon roll call, all Supervisors present voted affirmatively. Mr. Wertz abstained from voting on Action Item #1 and Fire Fund #14 payment. Mr. Stuck and Ms. Smith abstained from voting on Action Item #5 and payment of check #110882. MOTION CARRIED*

**TOWNSHIP DIRECTORS**

- A. Zoning/Building Codes Department-Mr. Stuck questioned if the Township has any recourse to address dead trees along the road. Mr. Wozniak confirmed the Township's Ordinance states that any diseased or dying trees can be ordered to be removed within thirty (30) days. Mr. Becker stated if the Township believes it is a health and safety issue, the Township can order it removed, and if the tree is in the right-of-way, the Township must offer the wood to the property owner.
- B. Parks and Recreation Department – Ms. Houck submitted a Monthly Report.
- C. Engineering/Planning Department-
  - 1) Concordia Group -Mr. Moll gave the Board an “informal” report of the status of discussions staff is having with the Concordia Group regarding the 100-acre tract at the Reading Hospital.
- D. Finance Department – No Report
- E. Human Resources - No Report
- F. Public Works – Mr. Darrah said the Department received the new iPad and software to enter signs and their locations. For the last few days, staff has been trimming trees, and they have been going road to road, numbering all the catch basins and pipes going under the road to start entering the data.

**PUBLIC SAFETY**

- A. Police Department –Chief Powell submitted a Monthly Report and updated the Board on active investigations.
- B. Township of Spring Fire Rescue Services -No Report
- C. West Side Regional EMA – No Report

**SOLICITOR** –

- 1) Towing in the Township-Towing in the Township regarding options to revise the Towing Ordinance was discussed. After discussion, the Board opted to leave towing in the Township as it is for this year and have the Transportation Advisory Committee review the ordinance.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**ANNOUNCEMENTS:**

1. Next meeting will be held at 7:00 p.m. on Monday, March 11<sup>th</sup>, 2024.

**ADJOURNMENT:**

There being no further business, Chairperson Smith adjourned the meeting at 7:50 p.m.

Respectfully submitted,



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Mary L Rossi  
Township Secretary