



TOWNSHIP OF SPRING

BERKS COUNTY, PA
2850 WINDMILL ROAD
SINKING SPRING, PA 19608
Tel. (610) 678-5393
Fax. (610) 678-4571
www.springtwpberks.org

BOARD OF SUPERVISORS MEETING MINUTES MAY 28TH, 2024

OPENING OF MEETING: Chairperson Smith called a regular business meeting of the Board of Supervisors to order at 7:00 p.m. on Tuesday, May 28, 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, Wertz, Royer, and Kocher were present. Also present were John Groller, Dean Murray, Mary Rossi, Paul Darrah, Jen Bensinger, Jeremy Baez-Reyes; Chief Hackman, Aaron Wozniak, Judy Houck, Chief Powell, Jim Moll, Jason Reichert, Colin Macfarlane; Esq, Fire Captain Johnathan Fritz, Fire Technician Matthew Risell, numerous firefighters, and family members. March Koch; Concordia Group, Doug Sikes, and Amanda's i-Phone attended via ZOOM.

AGENDA AMENDMENTS: None
To accommodate the guests attending this evening, Ms. Smith skipped ahead on the agenda to the fire department promotions.

ACTION ITEMS FOR APPROVAL:

9. Authorize Promotion-Deputy Fire Chief

Chief Hackman requested the authorization to fill an open internal promotion for Deputy Fire Chief to Capitan Johnathan Fritz, effective June 2, 2024.

10. Authorize Promotion- Fire Rescue Captain/Shift Commander

Chief Hackman requested the authorization to promote Technician Matthew Risell to the rank of Fire Rescue Captain/Shift Commander, effective June 2, 2024.

Motion to promote Captain Johnathan Fritz to Deputy Fire Chief and Technician Matthew Risell to Fire Rescue Captain/Shift Commander effective June 2, 2024 was made by Mr. Stuck and seconded by Mr. Kocher. Upon roll call, All Supervisors present voted affirmatively, with Mr. Wertz abstaining.
MOTION CARRIED

Chief Hackman noted that, with the Department's promotions, there is an opening for a Technician, and he will start the process of filling that position.

OPEN TO THE FLOOR:

Doug Sikes, 313 Harvard Boulevard, expressed his dismay that the curbing in front of his property is painted yellow. He noted that he cannot park in front of his entire property now and would like an explanation as to why.

Mr. Darrah stated that the Township is bringing every intersection up to code from PennDOT specs for sights and visuals. Mr. Darrah pointed out after the Board reviewed the visual of Mr. Sikes's property that there is a crosswalk in front of his property, and it is illegal to park within 20 ft of a crosswalk, noting this is a state regulation.

Public Hearing Scheduled for Amendments to Mixed-Use Regulations

Colin Macfarlane, Esq, stated that the Public Hearing scheduled for this evening is tabled, noting that the Township decided to implement feedback from the Township Planning Commission. Therefore, the law requires that those changes and the entirety of the Ordinance be resubmitted to the County and Township Planning Commission. The proposed date for the Hearing is July 8, 2024.

The motion to authorize the resubmission of the updated Mixed-Use Regulations Ordinance to the Township and County Planning Commission, along with the authority to advertise the Hearing for July 8, 2024, was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED

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

1. Minutes from May 13, Regular Business Meeting
2. List of Bills for Approval
 1. **General Fund - \$84,872.44**
 2. **Refuse Tax Fund- \$33,630.37**
 3. **Sewer District #3- \$62,821.83**
 4. **Fire Protection- \$22,131.52**
 5. **Capital Fund- \$44,990.73**
3. Release of Financial Security for the Reserve at Iroquois
Mr. Reichert stated that this is the first payment request from the Metropolitan Development Group for the Reserve at Iroquois for the release of financial security in the amount of \$1,365,326.83, which represents a satisfactory completion of the remaining work associated with the Improvements Agreement Security. The remaining Balance of Escrow is \$642,444.50.
4. Authorization of Payment #3 for the Yerger Boulevard Stormwater Facility
Mr. Reichert stated this payment request is for the retrofit of the stormwater basin at Yerger Boulevard. The requested amount for release is \$7,393.00 and represents the final payment for the Project, noting that the total cost was \$237,032.35.
5. Authorization of Engineering Work Order (EWO) P240472.000 for Entech Engineering, Inc. for the NPDES Permit Renewal-Mr. Darrah stated that the permit for the WWTP is renewed annually every five years. The EWO consists of Entech Engineering, Inc. assisting the Township in finalizing the application and permit for submission to the DEP. The cost of the EWO is \$6,900.00.

ACTION ITEMS FOR APPROVAL: *(Continued)*

6. Authorization of EWO 115324.110 for Entech Engineering, Inc. for the Reading Avenue Dig & Replace Project-Mr. Darrah stated this EWO is for authorization to do additional engineering work and prepare the bid packet. The cost for the additional scope of work is \$68,000.00.

7. Shiloh Hills Park-Master Site Plan

Ms. Houck stated that the Parks and Recreation Board is requesting approval to develop an RFP for the Master Site Plan for all of the undeveloped land at Shiloh Hills Park, noting that initially, there was discussion of doing an RFP just for the northwest parcel. Ms. Houck stated that the Parks and Recreation Board determined that the Township budgeted enough money to do an RFP for all the undeveloped land to address concerns about the lack of kitchens and pickleball courts.

Ms. Houck passed out copies of the Master Site Plan 2003 for Shiloh Hills Park per Ms. Smith's request for information from the original plan. Ms. Houck and the Board reviewed and discussed the information. The Parks and Recreation Board is seeking authorization to create an RFP for the Master Site Plan for parcels 2 and 3, which are still undeveloped.

Ms. Houck confirmed for Mr. Stuck that the amphitheater on the plan had not been built and noted that Phase 1 had also included a dog park area, but insufficient funds were available to build it. Ms. Houck said that a Master Site Plan is more of a conceptual idea, and sometimes, when all the engineering work is completed, it does not always come out like desired, or funding may be an issue.

Mr. Groller said that funding for the Project may not have moved forward with the elected officials at that time. Ms. Houck stated that this version of the Master Site Plan does not show the locations of water and sewer lines or delineate precisely where the stormwater detention facilities are; all of that detail is done as part of the engineering process.

Ms. Smith asked what needs to be done to finish the Comprehensive Plan. Ms. Houck said that she spoke to the consultant last week, noting that the 4th draft has been sent back, and that she expects the 5th draft by June 10, 2024, for the Parks and Recreation Board to review at their June meeting. Ms. Houck said that the Parks and Recreation Board reviewed the draft Comprehensive Plan for errors and things missing from the scope of work, noting these were again related to the consultant.

Ms. Houck said that because this is a community-wide park serving the entire Township, the Parks and Recreation Board felt it was essential to get community input through a survey on what people want to see at this park.

Mr. Wertz asked if there are grants for the Project. Ms. Houck said that the funds are budgeted for the Master Site Plan and that it would be her recommendation to go after grant money for the construction, as that is the big-ticket dollar item, noting by that time, the Comprehensive Plan will be done, and we will have the Master Site Plan, noting that those are what DCNR looks for when it comes to construction. Ms. Houck pointed out that the Comprehensive Plan and all Master Site Plans are being done to DCNR specifications, which should help with the funding process.

ACTION ITEMS FOR APPROVAL: *(Continued)*

7. Shiloh Hills Park-Master Site Plan *(Continued)*

Mr. Royer noted that horseshoe pits are on the plan and wondered if they get utilized in public parks, noting he has never seen anyone using one.

Mr. Kocher said that if the Board agrees to spend money on the Master Site Plan, it must commit to building.

8. TRANE Software-Hosting Services Contract

Ms. Houck requested approval for the proposed three (3) year contract with Trane Technologies. TRANE Technologies currently provides the Township with hosting services, system back-ups, software updates, and annual maintenance for the Tracer Ensemble HVAC Operating System for the administrative building and the police station. The contract is up for renewal, and if the Township pays annually, we receive a 4% discount. The total contract price is \$42,904.65 for three (3) years. The first payment for 2024 will be \$12,689.28. Ms. Houck confirmed for Mr. Stuck that this is the company the Township is currently using, and the Township has no complaints.

* 9. & 10. *Moved to the beginning of the meeting*

11. Contract Award-2024 Roadwork-Maintenance Portion

Mr. Darrah said the bid opening was held this morning, and all Board members received the bid information via email and at their seats this evening. The Township only received one (1) bid for the maintenance portion from Asphalt Maintenance Solutions, LLC (AMS). Their bid for the 2024 maintenance portion was \$180,346.00. Mr. Darrah confirmed for the Board that AMS is typically the only company that bids for this portion of the roadwork.

12. Contract Award- 2024 Roadwork-Construction Portion

Mr. Darrah stated that the Township received four (4) bids. The low bidder for the Project is H&K Group for \$1,020,230.57. Mr. Darrah noted that Ivy Court was added to the Project and that the cost is higher than what was budgeted. Mr. Darrah requested approval to move forward with awarding both bids, noting that though the cost is higher than anticipated, money was budgeted for paving in-house this year, and due to many personnel issues, the work will not be able to be done in-house so that those funds can be utilized.

Mr. Kocher stated that a couple of other cul-de-sacs in the Township have a low PSI and at least two(2) more that are as bad as Ivy Court, and questioned if the Township will be paving them as well.

13. Conditional Offer of Employment/Certify Hiring List

Chief Powell requested certification of the hiring list effective May 28, 2024. Chief Powell requested authorization to offer a Conditional Offer of Employment to one of the Department's top three candidates.

14. Bus Patrol Agreement with Wilson School District

Chief Powell stated that the Wilson School District (WSD) will install cameras in each standard school bus (not the vans). Chief Powell requested that the Board approve executing the agreement with the WSD, pending Solicitor approval.

ACTION ITEMS FOR APPROVAL: (Continued)

Motion to approve Action Items #1-8 & #11-14 were made by Mr. Kocher and seconded by Mr. Wertz. Upon roll call, All Supervisors present voted affirmatively, with Mr. Wertz abstaining from voting on payment of fire fund #14, Mr. Stuck abstaining from voting on payment for check 111503, and Ms. Smith abstaining on payment for check 111503. MOTION CARRIED

TOWNSHIP DIRECTORS:

A. Zoning/Building Codes Department -No Report

B. Parks and Recreation Department- Ms. Houck submitted a Monthly Report for April.

Ms. Houck reported that in May, the Department held the first Touch-A-Truck event at Shiloh Hills Park, which everyone seemed to enjoy. People were asking if the event would be held next year. Ms. Houck said she appreciated all the Departments that came out and participated with their staff and equipment, including public works, fire, and police.

C. Engineering/Planning Department

Reserve at Iroquois -Speed Hump Infrastructure Committee Recommendation

Mr. Reichert said in December of 2023, the Metropolitan Development Group approached the Township regarding the Reserve at Iroquois. Mr. Reichert noted that the Township will take ownership of the extension of Iroquois Avenue that runs through the development after the Project is completed. Mr. Reichert demonstrated where the developer was considering installing speed humps. The primary proposed cross ramp located in the development is located at a mid-block crosswalk. The concept was presented to the Infrastructure Committee (IC) at the February 20th public meeting. After review, the IC recommended that the Township Staff review the request internally and report back.

Mr. Reichert said that Township Staff, including engineering/planning, public works, fire, police, and the Township road engineer, Scott Anderson of Kraft Municipal Group, met and raised a few concerns.

- Studies show that there is an effect on the speed of emergency vehicles traveling through these types of roadways, noting it is measured in seconds, but every second counts in an emergency.
- When the Township takes ownership of this road, the intent was to funnel traffic through it and divert it from neighboring streets that seem to get a lot of cross traffic trying to jump from SR 724 to Penn Avenue. Studies have shown that when you implement these features, people learn about them and avoid going down that roadway.
- Public Works has concerns about maintenance and also the idea that if the Township installs speed humps at this location, this would encourage requests in other areas of the Township where they don't necessarily make sense.

Mr. Reichert stated at the May 21, 2024, IC Meeting that it was noted that Township Staff does not support instituting this feature. The IC passed a motion to recommend to the Board of Supervisors that the developer does not install speed humps based on staff recommendation. Mr. Reichert said staff suggested internally discussing any alternative options the Township may have to support pedestrians in that area.

TOWNSHIP DIRECTORS: *(Continued)*

C. Engineering/Planning Department *(Continued)*

Reserve at Iroquois -Speed Hump Infrastructure Committee Recommendation *(Continued)*Mr. Kocher questioned the location of the crosswalk and whether it was permissible in that location. Mr. Moll stated that the applicant chose the area for the crosswalk because that is where the sidewalk ends on one side of the road. The Township approved a waiver for the applicant to refrain from constructing a sidewalk on both sides of the entire length of the road.

Motion to deny the request for the installation of speed humps in the Reserve at Iroquois made by the Metropolitan Development Group was made by Mr. Kocher and seconded by Mr. Royer. Upon roll call, All Supervisors present voted affirmatively. MOTION CARRIED

D. Finance Department –No Report

E. Human Resources – No Report

F. Public Works- Mr. Darrah stated he is happy to announce that the digging started this morning for the Wyomissing Interceptor Project.

PUBLIC SAFETY

A. Police Department

1) Chief Powell submitted a Monthly Report for April.

2) Speed Study- Chief Powell said as requested, the Department has signs up on Cleveland Avenue and Garfield Avenue collecting speed data.

3) Chief Powell stated a significant accident occurred in the Township on Chapel Hill Road. The Board reviewed pictures Mr. Darrah took of the significant damage to the road, and Mr. Darrah reviewed the repairs that would need to be made.

B. Township of Spring Fire Rescue Services -Chief Hackman reminded everyone that there will be a parade and fireworks for the Wilson School District Graduation Cermonies this Friday.

C. West Side Regional EMA – No Report

SOLICITOR – No Report

OLD BUSINESS: None

NEW BUSINESS: None

ANNOUNCEMENTS:

1. Mr. Groller announced that the Vision Meeting will be held this Friday at 8:00 a.m.

2. Ms. Smith announced that there was an Executive Session before the meeting to discuss personnel matters.

3. Next regular BOS Meeting will be held at 7:00 p.m. on Monday, June 10, 2024.

ADJOURNMENT:

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

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary L Rossi". The signature is written in black ink and is positioned above a horizontal line.

Mary L Rossi
Township Secretary