

**SPRING CITY BOROUGH COUNCIL MEETING  
MARCH 4, 2024**

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**CALL TO ORDER**

President Shaner called the meeting to order at 7:00 pm.

**ATTENDANCE**

President Donald Shaner, Vice President Christopher Yocum, Councilmembers Daniel Bauman, Dawn Chellel, Paul Kern and John McGuire. Mayor Michael Weiss, Police Chief Ryan White, and Solicitor Matthew Hovey.

**APPROVAL OF THE FEBRUARY 5, 2024 MINUTES**

Motion by Vice President Yocum to approve the February 5, 2024 minutes; seconded by Mr. McGuire. All in favor, motion passed.

**CORRESPONDENCE AND REPORTS**

Correspondence and reports from the Mayor, Borough Manager, Police Chief, Consultants, and Committees are posted and available for review at Borough Hall.

In addition to reviewing the reports:

President Shaner discussed the need for Council and the Mayor to submit Annual Ethic Forms. In response to questions, Solicitor Hovey clarified that even if Councilors submitted an ethics report in the fall as a candidate for office, one needs to be filed again. The report is always for the previous year so this will be for 2023, whereas the one filed as a candidate was for 2022.

President Shaner advised the committee chairpersons to provide their meeting minutes to the Borough Manager no later than the Friday before each Council meeting so they can be included in the meeting packets.

The council also discussed potholes on Bridge Street which is a PennDOT roadway.

**PUBLIC COMMENT**

John Trego, 120 Broad Street, asked if the no parking signs at the end of Central Avenue could be removed since the person that made the request no longer resides at the property.

Jerry Keiffer, 295 Poplar Street, inquired as to the purpose of the recent survey of the neighboring property, requested that sidewalks be installed along Poplar Street and Cedar Street, and questioned whether the building code requires commercial doors to open outward.

Gina Aello, 332 Yost Street, inquired as to whether LTL will be processing U&O permits and property transfers any differently from Motley.

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**OLD BUSINESS**

**NEW BUSINESS**

**1. Non-Uniform Employee Discipline Matter**

Mr. Kern motioned to approve the discipline recommended by Manager Tyler; seconded by Vice President Yocum. All in favor, motion passed.

**2. 2023 PA DCED Annual Audit and Financial Statement Prepared by Maillie LLP**

Mr. McGuire motioned to approve and adopt the annual audit statement prepared by Maillie LLP; seconded by Mr. Pennypacker. All in favor, motion passed.

**3. Resolution No. 2024-10 PA DCNR Boat Launch Grant Application**

Vice President Yocum inquired as to whether the resolution approves the grant application or the project. President Shaner confirmed that it authorizes the grant application.

Vice President Yocum motioned to adopt Resolution No. 2024-10; seconded by Mr. Kern. All in favor, motion passed.

**4. Request for Handicap Parking Space at 49 N. Main Street**

Mr. Bauman motioned to approve the request and designate a parking space at 49 N. Main Street as restricted to handicap parking only; seconded by Ms. Chellel. All in favor, motion passed.

**5. Buckwalter Subdivision Escrow Release No. 1 of \$178,094.79**

Vice President Yocum motioned to approve escrow release no. 1 in the amount of \$178,094.79 as recommended by Motley & Associates; seconded by Mr. McGuire. All in favor, motion passed.

**6. Hunsberger Road Maintenance Agreement with East Pikeland Township**

Solicitor Hovey advised that Hunsberger Road is co-owned by the Borough and East Pikeland Township. The Borough previously committed to East Pikeland Township during the land development process for the Hunsberger Road project to be responsible for the maintenance of the road which the developer is to pave. Solicitor Hovey reviewed the proposed agreement to effectuate that commitment and approved it from a legal perspective.

President Shaner motioned to authorize the execution of the agreement as presented; seconded by Mr. McGuire. All in favor, motion passed.

**7. Police Disciplinary Action**

President Shaner motioned to approve the discipline recommended by the Chief of Police in Internal Investigation Report 23-02; seconded by Mr. Kern. All in favor, motion passed.

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**8. Sewer Agreement for Spring City Elementary Expansion Project**

Solicitor Hovey explained that the Spring-Ford Area School District is nearing final land development approval from East Vincent Township for an expansion of the elementary school. Because the sewage from the school is processed by the Borough, an agreement is needed to address the pump required as part of the expansion.

Vice President Yocum motioned to authorize the Solicitor to prepare, and then the execution of an agreement with the Spring-Ford Area School District for that purpose; seconded by Mr. McGuire. All in favor, motion passed.

**9. Sewer Force Main CIPP Lining – CoStars Project Authorization**

Vice President Yocum motioned to approve the project as proposed by the sewer engineer, consistent with the proposal contained in Council's packet; seconded by Ms. Chellel. All in favor, motion passed.

Solicitor Hovey confirmed that bidding is not required when the Borough uses a CoStars authorized contractor.

**10. Proposed Ordinance Regulating Massage Therapy Establishments**

Solicitor Hovey explained that the Police Department received credible reports of alleged illegal activity related to prostitution related to massage therapy establishments operating within the Borough. President Shaner, Manager Tyler, Chief White, Solicitor Hovey, and Code Enforcement Labe met to discuss potential options for the Borough to address these reports. Collectively, they recommend that the Borough adopt an ordinance licensing and regulating massage therapy establishments. Solicitor Hovey presented an outline for a potential ordinance based on one adopted by Middletown Township.

President Shaner motioned to authorize the Solicitor to prepare and advertise an ordinance consistent with the outline; seconded by Vice-President Yocum. All in favor; motion passed. Solicitor Hovey will set up the ordinance for action at Council's April meeting.

**PAYMENT OF THE BILLS**

**General Fund:** Adobe \$254.27; Advance Auto Parts \$127.13; Airgas USA \$46.71; Amazon Capital Services \$69.99; ApexCompu Corp \$55.00; AT&T \$135.61; Borough of Pottstown \$100.00; Brian Thornton & Sons Electric \$1,496.41; CCERT \$3,000.00; CCSWA \$7,162.40; Constable \$241.36; Crystal Springs \$28.97; Darlene Matsinger \$408.63; Debit Card \$29.67; deCordre Automotive \$426.41; Deere & Company \$55,697.50; Denney Electric Supply \$293.00; DrugScan \$705.00; Eastern Salt \$1,947.32; Flexible Benefits Group \$12,314.96; H&F Tire \$64.00; H.A. Berkhiemer \$121.26; H.A. Weigand \$409.00; High Swartz \$3,126.00; HostGator \$150.10; L&W Printing \$320.00; Limerick Hardware \$291.33; Little's \$446.42; LTL Consultants

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\$3,923.31; Maillie LLP \$16,280.48; Microsoft \$53.00; Mockenhaupt \$7,240.00; Motley Associates \$6,223.25; PA DEP \$100.00; PA UC Fund \$1,385.28; PECO \$2,297.68; Pennsylvania American \$200.85; ProShred \$54.50; Reliance Life Insurance Company \$760.59; Ron Black Agency \$2,072.00; Staples \$28.04; T.P. Trailers \$837.90; Universal Mailing Automation \$4,564.56; US Bank \$525.40; USPS \$424.45; Verizon \$556.98; Wensel's Truck Repair \$1,211.73; WEX Fleet \$2,087.09; Whitetail Disposal \$20,161.17; **Total \$160,456.71**

**Parks and Recreation Fund:** Briand Thornton & Sons Electric \$680.80; Comcast \$99.95; PECO \$78.28; Verizon \$58.78; **Total \$917.81**

**Sewer Fund:** Commonwealth of PA \$26,868.00; Crystal Springs \$11.49; EEMA O&M Services Group \$8,941.05; EEMA \$26,479.04; Flexible Benefits Group \$4,779.27; J.C. Ehrlich \$77.00; M.J. Reider Associates \$963.80; Mauger Energy \$1,236.29; PECO \$3,286.65; Pennsylvania American \$102.25; Pennsylvania One Call System \$6.84; Verizon \$128.34; W.G. Malden \$2,332.38; Whitetail Disposal \$190.40; Wind River Environmental \$2,055.06; **Total \$77,457.86**

Mr. McGuire motioned to approve payment of the bills; seconded by Mr. Kern. All in favor, motion passed.

**ANNOUNCEMENTS**

Sewer Committee 3/14 6:30 pm, Planning Commission 3/20 7:00 pm, Parks and Recreation Committee 3/21 6:00 pm; Emergency Services Committee 3/21 6:30 pm; Finance and Ordinance Committee 3/27 6:30 pm. Next council meeting 4/1 7:00 pm.

**ADJOURNMENT**

Vice President Yocum motioned to adjourn the meeting; seconded by Mr. Kern. All in favor, the meeting was adjourned at 7:28 pm.

*Respectfully submitted by  
Kisha Tyler, Borough Manager*