



Borough of Sinking Spring
BOSS FORWARD
REVITALIZATION COMMITTEE
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SINKING SPRING
BOSS FORWARD REVITALIZATION COMMITTEE
BOARD OF DIRECTORS

MEETING MINUTES
APRIL 21, 2022

Call to Order

Bernie Campbell (BOSS VP) called the meeting to order at 7:00 PM at the Borough of Sinking Spring Council Chambers, 3940 Penn Avenue, 19608.

Present

Bernie Campbell (Vice President-Whirley Drinks-ED)
Mike Hart (Member-Borough Manager-ED)
Brian Hoffa (Member-Chair SSB Econ Comm-P)
Robert Metzger (Member-SSB Econ Comm-ED)
Jaime Perez (Member-Resident-P)
Sam Loth (BOSS Coordinator-CDS-ED-D/SCG-P)

Note: Teams: ED-Economic, D/SCG-Design/Safe-Clean-Green, P-Promotion

Absent

Lisa Gantner (Member-SSB Recreation-D) *Authorized*
Merlin Weaver (President-RBAR-ED) *Authorized*

Guests

Brian Triest (Resident)
Johanny Cepeda-Freytiz (Candidate PA House 129th District Representative)

A Quorum was present.

Board Member Bernie Campbell

- BOSS offers its condolences to member Bernie Campbell and family on the loss of Bernie's Father recently. Thank you for your service Bernie and we are all pleased to see you with us again.

Approval of Minutes

Motion by Brian Hoffa to approve the Meeting Minutes of March 17, 2022. Second by Jaime Perez. Motion passed 5 Yes / 0 No / 2 Absent

Treasurer's Report

- Brian Hoffa: Lisa Gantner could not be present this evening. The current balance in the BOSS General Fund is \$ 3,402.52 through April 15, 2022

Motion to approve the Treasurer's Report tabled until the May 19th BOSS Meeting.

Jim Adams – Letter of Resignation

- Sam Loth: Jim Adams has tendered his letter of resignation from the BOSS Board of Directors effective immediately. Jim cited his retirement and subsequent move to the South. Jim thanked the Board for a rewarding and gratifying term with BOSS.
- Sam Loth: The Executive Committee later accepted with regrets, Jim's letter of resignation. A letter from the Board and signed by Merlin Weaver, President, was transmitted to Jim thanking him for his years of service.

PROJECTS

BOSS Central Business District Infrastructure Improvement Project (CBD-IIP)

BOSS Phase 2 Groundbreaking Ceremony

- Brian Hoffa: We had a successful and widely reported Groundbreaking for the Penn/Columbia/Cacoosing Avenues intersection realignment project. Senator Argall and staff, all Berks Commissioners, representatives from U.S. Rep. Chrissy Houlahan, U.S. Senator Bob Casey, the Berks Chamber and others attended and spoke briefly about the project. WFMZ-TV 69 covered the event.

Phase 2 Construction Start

- Mike Hart: Reported that the construction contract has been awarded and that demolition will begin next week of structures in the path of the new intersection. Mike expects that construction of the new intersection and approach roads will begin by May 15th.
- Jaime Perez: The Borough can file a notice of the CBD-IIP with the Berks County Recorder of Deeds. This would automatically notify potential property buyers in the redevelopment zone of the project when a Deed Search is conducted.

Phase 4 PennDOT Redesign of Penn/Shillington/Mull Intersection Realignment

- Sam Loth: I have several suggestions for the BOSS BoD to respond to PennDOT's changes to the Official Map design for our Phase 4 intersection.
 - Prepare an Executive Summary of the 4-Phased Revitalization Project that emphasizes the economic development goals behind the proposed infrastructure changes which clearly states that these proposed improvements are designed to strengthen the economic sustainability of the Borough over the long term. The BOSS transit improvements on the Official Map are designed to improve local traffic flow and as a result, this improves the LOS of the Phase 4 intersection. The Economic Development Plan is primary and propels the transit improvement proposals on the Official Map.
 - Conduct an abbreviated Economic Impact Analysis of the proposed PennDOT intersection redesign. Compare the beneficial tax revenue to the County, School District and Borough of the original design vs the new PennDOT design; determine if there would be lost tax revenues because of the land use changes that would occur under the PennDOT intersection and land use redesign.
 - Contact the regional public transit agencies BARTA (Berks County) and the SRTA (Lancaster County) regarding the long-range proposed plan to locate a 'bus transfer station' within the Borough's revitalization zone. Advance this proposal for the benefit of transit efficiency and measure whether PennDOT's redesign of the land use will negatively affect transit's ability to implement the bus transfer site.

BOSS invites PennDOT to consider these factors when advancing and adjusting their engineering designs for the Phase 4 intersection traffic flow.

- Bernie Campbell: Are all impacted businesses in the construction zone aware of PennDOT's changes? Should there be a conference call to those businesses initiated by BOSS?
- Mike Hart: PennDOT is still reviewing their options for access to several businesses along Shillington Road. The design is still dynamic; until we have a clearer idea of the emerging design, we could do a disservice to impacted businesses.

- Robert Metzger: PennDOT's current proposed 'Ultimate Buildout' links the Spring Market Center ingress/egress to the BOSS proposed 'Main Street', creating a second four-way intersection south of Penn Avenue on Shillington Road. PennDOT seemed willing to build the entrance nub on the CBD (western) side of Shillington Road. The Borough would be required to purchase about four (4) properties and clear the land for PennDOT's construction.
- Sam Loth: Is building a second 4-way intersection only several hundred feet south of Penn Avenue the right idea? Wouldn't this new intersection require another 4-way signal? This connection can be desirable but the original Official Map design calls for a three-way intersection which we believe improves traffic flow more efficiently than a new four-way intersection.
- Brian Hoffa: PennDOT doesn't plan to signal this intersection and has commented that traffic will flow so smoothly, there will be no need for signaling.
- Sam Loth: Nevertheless, PennDOT's proposed 'Ultimate Buildout' design does state in writing that the "Signal is not required for the initial buildout" but that "Future signal (if required) would be coordinated with the SR 422 signal". In other words, PennDOT does not know with any certainty that their new intersection redesign will improve or worsen LOS in the revitalization zone.
- BOSS CONSENSUS: a) Sam contact Transit Agencies to initiate bus transfer discussion, b) Sam begin research for grant funding to A.D.D. several properties along Shillington Road and build the 'Main Street' nub on the western side of Shillington Road.

Phase 3 – New through route connecting Columbia Avenue with Shillington Road: Main Street

- BOSS CONSENSUS: a) For the FY-2023 round of funding from the DCED and PennDOT Multimodal Transportation Funding (MTF) Programs, applications should direct funding toward the 'Main Street' connector to Shillington Road.

New Town Center Redevelopment Project (NTC)

D&E Consultants D-1 Form-based Code Ordinance (Final Draft)

- Brian Hoffa: D&E has provided a final draft of the D-1 Ordinance and will make a presentation of this proposal to Borough Council at the April 27th Workshop Meeting. BOSS members are invited to attend this meeting.
- Sam Loth: I've read through the final draft and reviewed the presentation. I believe D&E and the Steering Committee have produced an excellent product. I want to remind BOSS that there is no provision in the final draft that addresses antenna, TV dishes and/or any other blighting influence of this category. I recommend that a clause be added to the Ordinance which restricts these types of hardware to flat rooftops or that 'cannot be seen by pedestrians along frontages', e.g. hardware must be mounted out-of-sight on rears or roofs.
- Mike Hart: Considering that the final draft is virtually completed, it is likely that Council will approve this Ordinance as is. However, there will be an opportunity to amend the Ordinance to include this type of consideration at any time in the future.

Design Guidelines for the Form-based Code D-1 Ordinance

- Sam Loth: Design guidelines are mentioned in the D&E FBC Ordinance many times. Now that we are closing in on a final Ordinance, we must begin the NTC FBC Design Guidelines project.
- Brian Hoffa: BOSS sent out an invitation to its distribution list, active members of Council, the Planning Commission and others. To date there are no volunteers.
- Jaime Perez: The project should be reviewed by our Borough Solicitor to determine whether Design Guidelines for D-1 should be professionally completed. I recommend BOSS research this option before creating a volunteer Committee.

BOSS TEAMS

BOSS Promotion & Publicity Team

BOSS Website Design & Development

- Robert Metzger: Marshall Pickard, Website Designer regrets that his progress on the project has been slow. He will have an outline for a new website design next week.
- Sam Loth: The contract provides for leeway on timing. Minutes of all meetings should be available to benefit the project and to provide a written record of the work being accomplished.

Promotional Event with SS Fire Company

- Brian Hoffa: The ‘Carnival’ event scheduled for Sunday, September 18, 2022 in the afternoon focuses on food trucks. We are calling this event “TRUCKTOBERFEST”. Several food trucks will be invited to set up at the Fire Company grounds adjacent to the Borough Park playing fields. BOSS and the Fire Company will need several volunteers to work with the Promotion Team on this project. The next meeting is May 3rd. Jaime Perez has previously volunteered to assist.

BOSS Design & Safe/Clean/Green Team

Volunteer Recruitment

- Brian Hoffa: Lisa Gantner asked me to pass on that she has two possible volunteers for the Design Team.

BOSS 3-YEAR ACTION PLAN
Projects & Grant Timelines

FY-2022 – FY-2024

- Sam Loth: I have edited and simplified the Action Plan as requested by BOSS. I have emphasized the CBD-IIP projects and highlighted the grant programs that center attention on these types of improvements.
- Sam Loth: I have included other programs such as the Façade Improvement Grant Program for applications to be written this year, 2022, and those that can be scheduled for 2023 and 2024. I request that all BOSS members review this draft and comment before or at next month’s meeting.

OLD & NEW BUSINESS

No old or new issues.

Adjourn

Motion by Brian Hoffa to adjourn at 8:30 PM. Second by Robert Metzgar. Motion passed 5 Yes / 0 No / 2 Absent

NEXT ‘LIVE’ MEETING
Thursday, May 19, 2022 at 7:00 PM
Borough Council Chambers