



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

MEETING MINUTES
MAY 19, 2022

Call to Order

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

Present

Lisa Gantner (Member-SSB Recreation-D/SCG)
Mike Hart (Member-Borough Manager-ED)
Brian Hoffa (Member-Chair SSB Econ Comm-P)
Robert Metzger (Member-SSB Econ Comm-ED)
Sam Loth (BOSS Coordinator-CDS-ED-D/SCG-P)

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

Absent

Merlin Weaver (President-RBAR-ED) A
Bernie Campbell (Vice President-Whirley Drinks-ED) A
Jaime Perez (Member-Resident-P) A

A Quorum was present.

Approval of Minutes

Motion by Brian Hoffa to approve the Meeting Minutes of April 21, 2022. Second by Mike Hart. Motion passed 4 Yes / 0 No / 3 Absent

Treasurer's Report

- Lisa Gantner: The balance remains steady at \$3,402.53 with no activity.
- Sam Loth: Delivered the printed membership form and membership address for LOCUS, a division of Smart Growth America. Lisa will enroll the BOSS Committee in LOCUS membership costing \$150 annually. LOCUS is a cooperative of mixed-use developers, municipal leaders & nonprofit community development groups.

Motion by Brian Hoffa to approve the Treasurer's Report (Mar 15 – May 15) as presented. Second by Robert Metzger. Motion passed 4 Yes / 0 No / 3 Absent

PROJECTS

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

Phase 2 Construction Challenges

- Mike Hart: Reported that the construction is underway. Weekly job meetings have begun with representatives from CMS Construction, ARRO Engineering, PennDOT Inspectors plus a representative of Traffic, Planning & Design (TPD).
- Mike Hart: The project is being slowed down by a PennDOT decision to place Phase 2 on the ECMS list; this decision was made unilaterally by PennDOT because the \$ 783,805 PennDOT MTF Grant that was awarded to Sinking Spring toward Phase 2 construction contains Federal dollars. Among other things, this ruling requires that construction infrastructure piping be manufactured with PennDOT inspectors present. **The exact same piping is available now for purchase and installation but because of the ECMS rule, the one manufacturer able to supply the piping can't do the project with PennDOT inspectors before September.**
- Sam Loth: Doesn't this ruling put the actual PennDOT grant in jeopardy? Ironic, the PennDOT grant ruling causes the delay and jeopardizes the grant itself because the money can't be used before the grant deadline extension.
- Mike Hart: Yes, we could lose some money. We need to extend the grant deadlines yet again. I'm working with PennDOT representative Laura Montgomery to try and change the ECMS designation.
- Sam Loth: Last month, I proposed several options for responding to PennDOT's unilateral decision to completely change the Phase 4 design. Now PennDOT again is imposing itself quite heavily on our project. The Borough Council and BOSS volunteers have spent years working to make this project a reality and now, this monolithic agency is sweeping it all out from under us. I submit that this is undeserved and unreasonable behavior from PennDOT. I advise that BOSS contact the office of U.S. Rep Chrissy Houlahan and PA Senator David Argall to report these actions and explain that these decisions are threatening the Borough's long-range economic redevelopment plan.
- Mike Hart: The incredible part of this is that now, PennDOT's rules prevail, but once the project is completed, PennDOT will turn the roadway back over to us, the Borough, to maintain at our expense.
- Sam Loth: Once we become members of LOCUS, we could inquire into their technical assistance programs. These include transportation safety & planning for complete streets. LOCUS (Smart Growth America) is a powerful entity; they may be able to help in some way.
- **BOSS Consensus: Give Mike Hart another 10 days to work with Laura Montgomery. If there is no progress, contact Houlahan and Argall for meetings.**

Phase 4 PennDOT Redesign of Penn/Shillington/Mull Intersection – Response Suggestions from 04/21/2022

- Sam Loth: 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 BOSS 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 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 which are secondary to the economic development goals.
 - 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.

Phase 3/4 – New through route connecting Columbia Avenue with Shillington Road: Columbia Avenue Extension

- **BOSS CONSENSUS: For the FY-2023 round of funding from the DCED and PennDOT Multimodal Transportation Funding (MTF) Programs, applications should direct funding requests toward the ‘Columbia Avenue Extension’ connector to Shillington Road.**
- Sam Loth: In order to write both the DCED and PennDOT MTF Grant applications, I will need to know which agencies will be involved in this project and how each interacts with the project?
 - Will the Borough or PennDOT lead this project?
 - Which properties along Shillington Road will require A.D.D.?
 - Who will pay for these acquisitions and who will conduct the negotiations/appraisals, etc.?
 - Will the Berks County Redevelopment Authority be involved in this project?
 - Will the Borough be responsible for the 30% MTF Program match or will this requirement be waived?
 - Who will assist with the Budgets and estimates for the project? Will ARRO Engineers be involved?
 - Will PennDOT construct the “Columbia Avenue Extension Connector to Shillington Road”?
- Mike Hart: In our previous meeting with PennDOT in April 2022, PennDOT indicated that they will build the Ingress/Egress between Shillington Road and the Columbia Avenue Extension.
- Sam Loth: At the very least, I would require some clarity on these issues to write a succinct application. There may be a need to meet with PennDOT and/or other agencies. I have asked Brian Hoffa to act as a ‘go-between’ with the RATS Committee and PennDOT on this project. Mike Hart can assist with documents and connecting with outside companies such as ARRO Engineering.

New Town Center Redevelopment Project (NTC)

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

- Sam Loth: The Berks County Planning Commission generated a detailed review letter of the proposed D&E final draft of the D-1 Ordinance. What does the BOSS FBC Sub-committee propose to do to respond to the letter?
- Robert Metzger: I was very happy with the letter. I thought the Berksco Planning Commission liked the ordinance overall. I’m not sure that we need to have a completed Design Guide for the Ordinance before Council motions to pass the legislation?
- Brian Hoffa: Additionally, D&E and I will be making a presentation on Form-based Code to DCED representatives in Harrisburg later in September.

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

- Sam Loth: Design guidelines are mentioned in the D&E FBC Ordinance many times. I do believe the Borough will be required to produce a Design Guide for the D-1 District. Last month, Jaime Perez suggested that design guidelines could be created by a Professional Agency like Derck & Edson. He recommended that BOSS research this option.

BOSS TEAMS

BOSS Promotion & Publicity Team

Promotional Event with SS Fire Company

- Brian Hoffa: The Trucktoberfest event scheduled for Sunday, September 18, 2022 (rain date Sep 24th) in the afternoon focuses on food trucks. There are several suggestions such as an open ‘bandstand’ vs a ‘Battle of the Bands’. We are looking at how much of the Borough park area will be needed for parking, porta-potties and other logistics.
- Brian Hoffa: We believe that BOSS should have a presence at the event and maybe even sell BOSS merchandise.

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. I am requesting a Motion to approve forwarding Resolutions to Borough Council for the Façade Grant and the two MTF grants.

- **Motion by Mike Hart to authorize Sam Loth to bring three Resolutions to Borough Council for approval; DCED Façade Program, DCED & PennDOT Multimodal Transportation Fund programs. Second by Lisa Gantner.**
Motion passed 4 Yes / 0 No / 3 Absent

OLD & NEW BUSINESS

[BOSS Website Design & Development](#)

- Robert Metzgar: Marshall Pickard, Website Designer has put up a test site for BOSS Forward. I will see to it that all can access the test website for review.

Adjourn

Motion by Brian Hoffa to adjourn at 8:15 PM. Second by Robert Metzgar. Motion passed 4 Yes / 0 No / 3 Absent

NEXT 'LIVE' MEETING
Thursday, June 16, 2022 at 7:00 PM
Borough Council Chambers