



Borough of Sinking Spring
BOSS FORWARD
REVITALIZATION COMMITTEE
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Draft

SINKING SPRING
BOSS FORWARD REVITALIZATION COMMITTEE
BOARD OF DIRECTORS

MEETING MINUTES
JULY 15, 2021

Call to Order

Bernie Campbell (BOSS VP/Secty) called the meeting to order at 7:05 PM at the Borough of Sinking Spring Council Chambers, 3940 Penn Avenue, 19608.

Present

Bernie Campbell (VP/Secty-Borough Resident)
Mike Hart (Member-Borough Manager)
Robert Metzger (Council Economic Development)
Brian Hoffa (Council Economic Development)
Jim Adams (Member-Berks Industrial Development Authority)
Sam Loth (BOSS Coordinator)

Approval of Minutes

Motion by Brian Hoffa to approve the BOSS Meeting Minutes of June 17, 2021. **Second by Jim Adams.** Motion passed 5 Yes - 0 No - 2 Absent

Treasurer's Report

Lisa Gantner (Treasurer) was not present. Action tabled to the August 19, 2021 meeting.

Central Business District Infrastructure Improvement Project (CBD-IIP)

Status Report

- Mike Hart: Reported that the current delay is a result of local utility companies who must provide a plan for the final locations of any underground utilities that may require relocation due to construction. Plans must be submitted to PennDOT for review and approval.
- Mike Hart: All utilities except American Water have completed their work and have new deed documents lodged with the Berks Recorder's office. UGI will submit its plan on Monday, July 19th. These utilities should receive their final approval from PennDOT within a month.
- Bernie Campbell: What can we, as the BOSS Committee, do, to move this action forward?
- Mike Hart: I'll talk with the assigned PennDOT representative to determine if there is any 'carrot or stick' that can be exercised at this time.

Traffic Signals "Green Light – Go!" Grant

- Sam Loth: I am pleased to announce that PennDOT has awarded the Borough with a FY-2020/2021 Green Light – Go! Grant totaling \$276,664 for traffic signal work while reconstructing the Penn/Columbia/Cacoosing intersection.
- Sam Loth: I plan to write Chris Surovy (PennDOT Grant Program Representative) a thank you message for helping to move the grant forward.

House Appropriations Committee CBD-IIP Allocation

- Sam Loth: Rep. Houlahan has asked for quotes from the Borough to accompany the Appropriations Bill once it is reported out of committee.
- Board Discussion: The Board consensus is to have Sam draft quotes for Rep. Houlahan's office.

New Town Center Steering Committee

- Mark Evans of Derck & Edson has distributed a first draft of the D-1 Zoning Ordinance that will govern the "Form-based code" for the New Town Center design.
- Brian Hoffa: The Committee, Council and BOSS will review the draft over the next few weeks to draft opinions, questions, comments and suggestions. A date will be scheduled for D&E Meeting #3 at which a review of the draft will occur. Those opinions, etc. should be forwarded to both Brian Hoffa and Robert Metzgar prior to the meeting.

BOSS Forward Website Content Update

- Sam Loth: At our June meeting, Bernie suggested that He, Merlin and I work together to update the content on the new website. Unfortunately, both Bernie and Merlin are far too busy in their professions to do this work.
- Robert Metzger: I have an acquaintance, Marshall, who may be able to help. He said that the Borough also needs updates in its communications with its constituency. Perhaps there is a path forward to overcome both the Borough's and BOSS's needs.

Grants: Transportation Alternatives, Multimodal and Facade Applications

- Sam Loth: I'd like the Board to recommend to Borough Council that BOSS write three (3) grant applications between now and October 1st.
 - Transportation Alternatives: For a proposed "Sinking Spring Community Park" in the New Town Center plan. A preliminary scope is due to PennDOT by August 15th with a grant deadline of October 15th.
 - Multimodal Program [PennDOT & DCED}: The window will open in September. We should write an application for Phases 3-1 and 3-2 (the new through road) because it is likely we will utilize those already awarded funds for a full Phase 2 construction.
 - Keystone Communities Façade Program: Open window can be submitted at any time. At least 11 property/business owners were interested in a grant for building improvements when the Borough ran out of funding in Round 1.
- Sam Loth: I'd like a Motion to prepare Resolutions for the three grant applications to present to Borough Council at its August 5th meeting.
- **Motion by Bernie Campbell** to authorize Sam Loth to begin research on all three grant programs and to prepare Resolutions to be presented to Borough Council for approval at its August 5th meeting. **Second by Brian Hoffa.** Motion passed 5 Y – 0 N – 2 Absent.

Adjourn

Meeting adjourned at 7:45 PM.

NEXT 'LIVE' MEETING
Thursday, August 19, 2021 at 7:00 PM
Borough Council Chambers