

December 1, 2016

Township of Ontelaunee
35 Ontelaunee Dr.
Reading, PA 19605

The regular meeting of the Ontelaunee Township Board of Supervisors was called to order at 7:05 pm by the Board Chairman Kenneth Stoudt, in the Ontelaunee Township building, with Board Supervisors William Klein and Gary Hadden present.

Additional Meeting Attendees: Mike Schwenk, Code Enforcement
Elizabeth Magovern, Solicitor
William McMullen, Engineer
Kim Y. Berger, Secretary

Visitors – Karen Chandler (Reading Eagle), Heath Kearney (STV for UGI), Jaime Schlesinger (PFM Financial Advisors)

A motion was made by Gary Hadden and seconded by William Klein to approve the meeting minutes as written from the Board of Supervisors meeting on November 3, 2016. Vote 3-0.

POLICE DEPARTMENT – October’s report was submitted.

FIRE DEPARTMENT –no report submitted

BUSINESS FROM FLOOR

Heath Kearney, STV representing UGI was present to review the UGI project with the Supervisors. The supervisors are looking for some clearing of trees/brush for sight distance at the intersection of Willow Creek Road and East Huller Lane.

After discussion, the following actions took place.

In regards to UGI Land Development, on the recommendation of the Planning Commission, a motion was made by Gary Hadden and seconded by William Klein to grant waiver from Sections 3.20, 5.2141, 5.2142, and 7.34 of the SALDO and also 309.c. of SWM as requested by the developer’s engineer at the Supervisors meeting of 12/1/16. Vote 3:0

In regards to the UGI Land Development, on the recommendation of the Planning Commission, a motion was made by Kenneth Stoudt and seconded by Gary Hadden to grant preliminary/final plan approval based on waiving section 3.20 and addressing the items in ARRO’s review letter dated October 19, 2016, receiving approvals from outside agencies as well as clearing the clear sight triangle at E. Huller Lane and Willow Creek Road. Vote 3:0

Jamie Schlesinger-PFM Financial Advisors was present to discuss the refinancing the OTMA 2009 Bonds.

The current interest rate is 5%. Mr. Schlesinger stated that the bonds would be refinanced in two different steps. The first step would be to refinance about 9.7 million dollars. The OTMA could

possibly do a bank loan instead. The savings would be about 15% or 1.5 million dollars over the 22 year span.

Mr. Schlesinger was present to discuss the township guaranteeing the bonds as they are currently doing. With the next bond issue the Township would need to agree to guarantee the bonds.

After further discussion, a motion was made by Kenneth Stoudt and seconded by William Klein to have the solicitor advertise the guarantee ordinance. This will need to be approved at the January meeting. Vote 3:0

TAX COLLECTION

A motion was made by Gary Hadden and seconded by William Klein to acknowledge the tax collected for the month of November - \$4,418.48 for R. E. Tax, \$84.76 for R. E. Interim, \$829.23 for Tax Claim and \$212.50 for Per Capita Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to exonerate \$5.00 in Per Capita Taxes for October for one deceased resident. Vote 3:0

Tamala Dresh	Deceased	\$5.00
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ROADMASTERS REPORT NOVEMBER 2016

FUEL USED

Cans – 10.475 gal unleaded

WORK PREFORMED

Mowed at Rec A & B
Mowed along roads
Installed bagger on John Deere Zero Turn
Kubota loader to Lift for electrical repairs
V-Box spreaders installed on 3 trucks
Tailgate spreaders installed

HOURS WORKED

110.75 total hours – 18.25 hours for Rec A and B and 10 hours for township building

SIGNS ERECTED OR REPLACED

Replaced stop sign – Kindt Corner and Cider Mill
Installed two alternate Rt. To 61 sings
Replaced Ashley Way and Ontelaunee Drive sign
Replaced Pillar Lane sign
Replaced Stone House lane sign
Replaced no parking/stopping on Ashley Way sign
Replaced Leesport Ave & E. Huller Lane sign
Replaced Grube Lane and Dries Rd. sign
Replaced stop sing at Park Road and Dries Road
Replaced 10 ton arrow on Snyder Road

PURCHASES & EXPENSES

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Kuzan's (3 fire ext, batteries, markers)	192.88
Bilco Safety (work gloves and insulated gloves)	82.21
EJB (25 – 10 x 2 galvanized posts)	1,125.00
Total	\$1,400.09

Roadmaster
Kenneth Stoudt

Engineer's report

1. Mohrsville Road

A.H. Moyer, Inc. intends to commence the project on December 5, 2016 and complete the inlet, pipe and trench restoration portions of the project prior to December 31, 2016 as required by the contract.

2. Willow Glen Subdivision

Improvement installation inspection reports are attached.

An escrow release recommendation was forwarded to the Township under separate cover.

3. Harvest Subdivision

An escrow release recommendation was forwarded to the Township under separate cover.

4. Brasler Parcel (Berks 222) Land Development Plan

There were no plans received for review following the Ontelaunee Township Planning Commission meeting of June 16, 2016. Action for this plan by the Board of Supervisors is due on or prior to January 16, 2017.

5. Ryder Land Development Plan

The plan was conditionally approved by the Board of Supervisors at their meeting of October 6, 2016. The condition of plan approval was satisfactorily addressing the plan comments contained in the ARRO review correspondence of October 6, 2016. Revised plans and additional information was received and reviewed with the developer's consultant. The final signed plans have not been submitted to the township as of this date.

ARRO finalized the escrow agreement spreadsheets and forwarded them to the Township Solicitor. The Township Solicitor finalized the requisite Improvement Agreements, Stormwater Maintenance Agreement on behalf of the Board of Supervisors and Improvement Agreements for sanitary sewer and water service on behalf of OTMA. The documents were forwarded by the Township Solicitor to the developer's legal counsel.

6. Vossloh North America Land Development

The agreements and escrow have been received by the municipality. Upon review, approval and recording of the agreements the municipality can release the fully executed land development plans.

7. Schuylkill Valley School District (SVSD) Land Development

There were no plans received for review following the Ontelaunee Township Planning Commission meeting of October 20, 2016. Action on the plan is required by the Ontelaunee Township Board of Supervisors on or prior to January 18, 2017.

8. UGI – Temple LNG Parking Land Development Plan

The plan was tabled by the Board of Supervisors at their meeting of November 3, 2016. Action on the plan is required by the Ontelaunee Township Board of Supervisors on or prior to January 18, 2017.

Revised plans and additional information was received by ARRO and a revised review letter will be provided. To date, the E&S and NPDES submission to the BCCD has not been completed.

A request regarding clearing the clear sight triangle at the intersection of Willow Creek Road and Huller Lane was forwarded to the developer's consultant via e-mail.

9. Sheetz Redevelopment Land Development Plan

The plan was conditionally approved by the Board of Supervisors at their meeting of November 3, 2016. The conditions of plan approval was satisfactorily addressing the plan comments contained in the ARRO review correspondence of October 19, 2016 and obtaining outside agency approval.

The developers engineer requested an additional stormwater waiver for Sections 308 (see attached correspondence). We recommend the Board of Supervisors grant the requested waiver.

On the recommendation of the Engineer, a motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve Forino's request for release of \$56,352.00 from their escrow funds for work completed in the Willow Glen Development. Vote 3:0

On the recommendation of the Engineer, a motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve Forino's request for release of \$83,419.00 from their escrow funds for work completed in the Harvest Development. Vote 3:0

On the recommendation of the Engineer, a motion was made by Gary Hadden and seconded by William Klein to approve an additional stormwater waiver for Sections 308 –

Streambank Erosion for the Sheetz Redevelopment. Vote 3:0

MS4 – Secretary Berger stated that the Website has been updated with some new brochures; articles etc. and there are copies for the public to pick up and read.

Secretary Berger stated that she has also have been working on the BMP list.

Discussion was held on the stencils for at the storm drains. There is no mandate that states the stencils have to be used at the storm drains, but it certainly helps fulfill requirements in the public education and outreach.

Different stencils and prices were reviewed.

A motion was made by Gary Hadden and seconded by William Klein to purchase 3” stencils. Vote 3:0

SOLICITOR –

A motion was made by Gary Hadden and seconded by William Klein to adopt Ordinance #2016-5, Sewage Disposal, effective date January 1, 2017. Vote 3:0

Discussion was held regarding the Medical Marijuana Act. The sale of marijuana in Pennsylvania will be highly regulated. The facilities will need to be in an industrial district. After discussion of how the facilities will be regulated, A motion was made by Kenneth Stoudt and seconded by Gary Hadden to have the Solicitor review the zoning and return to the supervisors her recommendation on an ordinance amendment. Vote 3:0

Discussion was held on mini cell phone towers that are starting to appear in the Berks County area. These towers are usually placed in the road right-a-way and could cause safety issues.

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to have the Solicitor draft an ordinance regulating these towers. Vote 3:0

CODE ENFORCEMENT - Mr. Schwenk presented his November report.

In regards to the property on Pottsville Pike that would like to turn two residences into one, Mr. Schwenk stated that as of today, the property owner has not contacted him. Mr. Schwenk wanted to know how to proceed. The supervisors asked Mr. Schwenk to keep on top of it and give him a call.

OTMA – the time for the OTMA meetings starting January 2017 will be changing from 1 p.m. to 7 p.m. on the 2nd Thursday of the month.

EMA COORDINATOR – nothing to report

POLICE COMMISSION – Mr. Hadden stated that the Chief’s position has been advertised and applicants will have until December 30 to send in their application.

PLANNING COMMISSION - nothing to report

PARK & REC– nothing to report

EXPENDITURES

A motion was made by William Klein and seconded by Gary Hadden to approve expenditures for November in the amount of \$325,449.37. Vote 3:0

ARRO Consulting, Inc.	15,771.17
Berks Co. Solid Waste Authority	250.00
Berks Fire Water Restorations Inc	729.22
BERKS PRODUCTS (Fuel)	69.52
Bilco Safety Products, Inc	82.21
Checks For Less	102.95
Comcast 1	194.59
Comfort Pro, Inc	99.00
COUNTY PLUMBING & ELECTRIC	427.21
Crime Alert Berks County	125.00
DCED	52.00
E.J.BRENEMAN, L.P.	1,931.00
Elite Fuel Service	1,201.76
H. A. Thomson Co.	830.00
Hartman Valeriano Magovern & Lutz P.C.	2,652.82
J.C.EHRLICH	383.00
J.P.Mascaro & Sons	1,513.44
Kenneth M.STOUDT	61.88
KIM BERGER	119.57
KUZANS HARDWARE	18.03
Larson Design Group	276.50
MET ED	3,842.62
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	131,026.58
OFFICE SERVICE CO.	83.15
POSTMASTER	304.49
READING EAGLE COMPANY	142.70
Reading Office Maintenance	170.00
Ready Refresh	7.62
Rieck's Printing	80.00
Schwenks Code Enforcement, LLC	2,512.50
Stichter Sharpening & Custom Machining	93.00
SV AMBULANCE ASSN.	3,000.00
SV COMMUNITY LIBRARY	5,000.00

T. M. Bailey Services, LLC	170.00
TELCO, INC.	483.75
TEMPLE FIRE CO. #1	2,000.00
The Wire Guys	190.00
UNION FIRE CO. #1 LEESPORT	18,000.00
VERIZON	118.76
Vist Bank	131,173.45
William Klein	<u>61.88</u>
	<u>325,449.37</u>

A motion was made by Gary Hadden and seconded by William Klein to approve the following transfers:

Transfer from Code Enforcement to General Checking Account covering the following:	
August invoice – Schwenk’s Code Enforcement Invoice	\$ 4,362.50
September invoice – Schwenk’s Code Enforcement Invoice	\$ 4,228.95
October invoice – Schwenk’s Code Enforcement Invoice	\$ 2,512.50
Total Transfer to General Checking Account	\$11,103.95

Transfer \$200,000 from the General Savings Account to the General Checking account to Cover invoices.
Vote 3:0

OLD BUSINESS - A motion was made by Gary Hadden and seconded by William Klein to approve the final budget for 2017. Vote 3:0

NEW BUSINESS

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to have the following meeting dates for 2017 advertised. Vote 3:0

Reorganization - Tuesday January 3, 2017 at 6 p.m. following by regular meeting at 7 p.m.
All other regular Supervisors meetings 1st Thursday at 7 p.m.
Planning Commission – 3rd Thursday at 7 p.m.
Park & Rec Board – 2nd Tuesday at 7 p.m.
Actual dates will be advertised in the newspaper

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve Telco repair the red signal ahead flashers at Route 222 and Park road at a cost of \$6,574.00. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve the snow policy for the township. Vote 3:0

ONTELAUNEE TOWNSHIP SNOW RELATED POLICY

To serve the public better, the township has adopted the following policy regarding snow related issues.

During the winter season, it is the Road Crew's policy to begin salting, cindering and plowing as soon as it is necessary.

All major thoroughfares will be done first. After the initial pass, the plow will return to widen the path.

The snow emergency routes are:

Calais Drive (entire length)

Verdun Drive (entire length)

Hannibal Lane

Nantucket Drive (entire length)

Indian Manor Drive from Belleman's Church Road to Gernant's Church Road

Gernant's Church Road from Indian Manor Drive to Loose Lane

Edinboro Lane (entire length)

The township supervisors are asking all residents with a fire hydrant in front of or on their property to adopt the hydrant during the winter months. Please shovel any snow that may accumulate around the hydrant. In a fire situation, seconds count and if the firefighters cannot find the hydrant or have to dig it out the lost time could result in catastrophic damage to your or your neighbor's home.

How You Can Help

1. Do not drive unless absolutely necessary
2. Remove your vehicles from the roadways, park in your driveway or yard if necessary to allow the crews to plow without any obstructions. If your vehicle is not removed from the street it most likely will be plowed in.
3. Prevent street flooding by clearing catch basins near your home to allow rain and melting snow to enter the drainage system.
4. All snow plows are angled the same way (to the driver's right) and will automatically push the snow that direction. It is impossible for the equipment operators to avoid pushing snow into cleared driveways and sidewalks. If you must clear your driveway prior to the completion of snow plowing, please keep in mind that the snow that is in front of the plow will unload wherever there is a cleared area. This is why snow is left in a cleared driveway as the street is plowed. Clearing an area on the side of the driveway from which the plow approaches will provide an area for the snow to unload before it reaches your driveway. This area needs to be at least five feet long and two to three feet wide.
5. It is unlawful to shovel, plow or snowblow any snow into the street or roadway.
6. Any property owner/tenant of every property fronting any street in the township is asked to remove from the sidewalks all snow or ice that has fallen within 24 hours after any snow event. Please have a path of 36 inches wide cleared.
7. Mailbox damage- the township is not responsible for any mailboxes that are located within the right of way, that are hit by snow, ice or snowplows.

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8. Please be patient with the equipment operators. Snow removal is a strenuous and time consuming task. It is our mission to make the streets passable and as safe for motorists as we can in the shortest period of time. Every storm is different and poses different challenges.

For those residents who feel they have a legitimate complaint should call the office at 610-926-4240 ext. 200 or email ontelauneetownship@comcast.net

There was discussion regarding the traffic signal pole at Rt. 61 and Berks Products Drive. On November 9 the mast arm was struck by a hit and run driver. At this point at least the mast arm will need to be replaced, possibly the pole. At this time, the pole and arm are still upright.

A motion was made by Kenneth Stoudt and seconded by William Kline to obtain a price to have this pole/arm replaced. Vote 3:0

There was discussion regarding the 2008 Kubota tractor. At this time it would need almost \$12,000 dollars' worth of repairs to keep it running. Mr. Stoudt received a price using Costars, of \$50,467.92. With our trade of the 2008 Kubota tractor the total price would be \$35,467.92. A motion was made by Gary Hadden and seconded by William Klein to replace the 2008 Kubota with a new 2016 Kubota tractor loader. Vote 3:0

ADJOURNMENT

A motion was made by Gary Hadden and seconded by William Klein to adjourn the monthly meeting at 8:55 p.m. Vote 3:0

UPCOMING MEETINGS/INFO:

December 8 – 1 p.m. – OTMA
December 12– 11 a.m. – NBRPD
December 15 – 7 p.m. – Planning Commission
December 23 and 26 – Office closed – Christmas Holiday

Respectfully

Kim Y. Berger
Secretary