

July 6, 2017

Township of Ontelaunee
35 Ontelaunee Dr.
Reading, PA 19605

The regular meeting of the Ontelaunee Township Board of Supervisors was called to order at 7:00 pm by the Board Chairman Kenneth Stoudt, in the Ontelaunee Township building, with Board Supervisors William Klein and Gary Hadden present.

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

Visitors –Chief Brian Horner, Gregg Bogia (Bogia Engineering), Eric Clemmer (BCIU), Karen Chandler (Reading Eagle), Carl Blessing (BCIU), Brittany Lessig, Marco Lessig

The meeting was opened with the Pledge of Allegiance to the Flag.

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 June 1, 2017. Vote 3-0.

POLICE DEPARTMENT – A motion was made by William Klein and seconded by Gary Hadden to approve the May and June police report. Vote 3:0

FIRE DEPARTMENT – No report

BUSINESS FROM FLOOR

Gregg Bogia from Bogia Engineering was present to discuss the stop sign proposal at Tube Drive and Berkley Road that was presented to the Township a month or so ago. Mr. Bogia stated that sight distance is an issue. Also there is a yield sign for the traffic coming out of Tube Drive. The proposal would be to remove the yield sign and add a stop sign on Tube Drive as well as relocating the stop sign on Berkley Road closing to the intersection.

After much discussion a motion was made by Gary Hadden and seconded by Kenneth Stoudt to remove the stop bars, change the yield sign to a stop sign on Tube Drive and relocate the stop sign on Berkley Road to closer to the intersection. Solicitor Magovern was authorized to prepare and advertise the ordinance for August meeting. The cost for the change and the preparation and advertising of the ordinance will be borne by BCIU not to exceed \$2,500.00.

TAX COLLECTION For June: The tax collector collected \$24,529.05 in real estate taxes, \$3,671.51 in interim taxes and \$180.00 in street light taxes. A motion was made by Gary Hadden and seconded by William Klein to accept the tax collectors report. Vote 3:0

ROADMASTERS REPORT JUNE 2017

FUEL USED

GMC Pick up – 24.490 gal diesel

Cans – 18.613 unleaded gas
Ford – 26.722 gal diesel
Tiger – 68.971 gal diesel
GMC Utility – 23.502 gal diesel

WORK PREFORMED

Mowed and weed wacked along roads and intersections
Made calls to Jozwiak and others for Ashley problems
Filled in and graded Canal Street
Kill Switch installed on M2#7 at Highland
Put 195 tons of salt in shed
Washed and cleaned up Loader from salt
Installed shelves and put garbage bags at both rec areas
Cleaned out spoutings on township building
Mowed Bewley retention pond
Mowed sewer pump stations
Mowed Northe Point
Mowed Township building
Picked up tires on E Huller and Kindt Corner Roads
Bill took 27 tires to Ag Center for recycling
Tiger and mower maintenance
Tiger to Stephenson for repairs

HOURS WORKED

Total 248.25
23.50 hours at township building
33.75 hours Rec A & B
108.75 hours mowing roads and intersections, Sewer pump station
10 hours putting salt in shed

SIGNS ERECTED OR REPLACED

Replaced No Parking – Peach Street
Replaced Height 14' sign on Willow Creek Road
Installed 2 no dumping signs/Willow Creek Road
Reattached curve sign on Orchard Lane
Change Stop sign at E. Huller and Willow Creek Road
Install High Visibility Delineator/E. Huller and Willow Creek Road
Install 2 High Visibility Delineator reflectors at Kindt Corner and Ontelaunee Drive
Install 2 no dumping yard waste signs/Willow Creek Road
Replaced divided Highway sign/Rt. 61 & Mohrsville Road
Replaced 5 delineators on Ashely Way
Replaced stop sign/Belleman's Church Road & Indian Manor Drive
Replaced 2 railroad crossing signs – Orchard Lane
Replaced 2 turn chevrons/Canal St. and Orchard Lane

PURCHASES & EXPENSES

Millers Lawnmower (3 trimmer heads)	86.97
Kuzans (wet/dry vac filter /2 knee pads)	32.97
Kuzans (3 crates/pliers/nuts/bolts)	58.85
Kuzans (marking paint/no smoking signs)	29.96
Kuzans (drive up cleaner)	17.97
Kuzans (engine cleaner/keys)	30.23
EJB/Miller (signs)	944.40
EJB/Miller (chevron brackets/2 chevrons/coveralls)	173.30
Stichters Sharpening (Tiger and mower blades)	282.00
EJB/Miller (10 greenline delineators)	273.00
Stony Creek Rentals (haul Tiger to Stephenson)	292.50
Grainger (trash bags)	409.12
Highland (battery disconnect on M2 #7)	292.59
Miller Lawnmower (repair push mower)	39.18
Lowes (cold patch)	324.15
Kuzans (hose washers/hydraulic caps/welding gloves)	48.62
Grainger (washer solvent/9 volt batteries)	49.13
American Rock Salt (195.92 tons of salt)	11,069.48
Lowes (2 round up)	59.96

Total **\$14,514.38**

Roadmaster
Kenneth Stoudt

Mr. Stoudt stated that he hopes to have the Tiger Tractor back on Monday.

Mr. Stoudt stated that all 200 tons of salt was pushed into the salt shed.

A motion was made by Gary Hadden and seconded by William Klein to install stainless steel running boards on the pick up by Engles Framing at a cost of \$350. Vote 2:0 (Kenneth Stoudt abstained due to this company being owned by a family member)

ENGINEER’S REPORT FOR JUNE

1. Annual Road Improvement Project

The annual road improvement project as approved by the Board of Supervisors at their May meeting was submitted and approved by PennDOT for the use of liquid fuel funds.

Bids are due to be submitted to the Township building prior to 3:00 p.m. and opened at the Supervisors meeting on July 6, 2017.

OTMA has retained Wexcon, Inc. to abandon the use and fill the meter chambers located at the intersection of Wingco Lane and Margaret Street.

2. **MS4**

ARRO has provided an advertisement for publication for the public comment period (July 28, 2017 to August 27, 2017) and public meeting (August 3, 2017) for the Pollutant Reduction Plan.

3. **Willow Glen Subdivision**

An improvement installation inspection report is attached.

4. **Harvest Subdivision**

An improvement installation inspection report is attached.

5. **Brassler Parcel (Berks 222) Land Development Plan**

There were no plans received for review following the Ontelaunee Township Planning Commission meeting of June 16, 2016.

The project received NPDES approval via correspondence from PADEP dated June 23, 2017.

6. **Schuylkill Valley School District (SVSD) Land Development**

The project commenced and ARRO will be conducting inspections of the site improvements as necessary.

7. **UGI – Temple LNG Parking Land Development Plan**

The quote received from Remote Control Tree Removal LLC was forwarded to UGI for approval/concurrence via their consultant on June 21, 2017. To date we have not received a response.

8. **Ryder Land Development**

A pre-construction meeting was held June 23, 2017. Pursuant to the discussion at the pre-construction conference, the project was anticipated to commence following the July 4th holiday. ARRO will be conducting inspections of the site improvements as necessary.

9. **Sheetz Redevelopment Land Development Plan**

A pre-construction meeting was held June 14, 2017. The project commenced and ARRO will be conducting inspections of the site improvements as necessary.

10. **Ashley Furniture Land Development Plan**

Revised plans, necessary to address the April 20, 2017 ARRO review comments, have been received electronically and are currently being reviewed.

The requisite Improvement Agreement and Stormwater Maintenance Agreement on behalf of the Board of Supervisors and Improvement Agreement for sanitary sewer and water service on behalf of OTMA have been prepared by Attorney Magovern and forwarded to the developer's consultant.

PADEP approved the no sewage planning required request of Ashley's Consultant by correspondence dated June 7, 2017.

A pre-construction meeting was held June 6, 2017 with the BCCD. Earthmoving activities have commenced and ARRO will be conducting inspections of the site improvements as necessary.

11. Williamsport Holdings Subdivision

Williamsport Holdings LP has submitted a subdivision plan, partially located in Ontelaunee Township and Leesport Borough, pertaining to the subdivision of the existing Lift, Inc. parcel into three parcels. One parcel, located in Leesport Borough, is currently being proposed for development of a Dunkin Donuts. The subdivision plan will be first reviewed at the Ontelaunee Township Planning Commission meeting to be held July 20, 2017. Action on the plan will be required by the Ontelaunee Township Board of Supervisors on or prior to October 18, 2017.

12. Reading-Berks Storage LLC (19 Willow Creek Land Development Plan)

Reading-Berks Storage LLC has submitted a land developments plan for the placement of storage units on 19 Willow Creek Road. This parcel previously received approval, via an agreement with Reading-Berks Storage, LLC, for storage units depicted as Phase I. Phase I construction was scheduled to begin after the July 4th holiday and ARRO will provide site improvement inspections as needed.

The land development plan proposes the development of Phase II storage units. The Land Development plan will be first reviewed at the Ontelaunee Township Planning Commission meeting to be held July 20, 2017. Action on the plan will be required by the Ontelaunee Township Board of Supervisors on or prior to October 18, 2017.

13. Storm Water Management (SWM) Ordinance

The following parcels provided plans and documents for review under the Ontelaunee Township Stormwater Management Ordinance.

- a. Matula – Ohlinger Road: SWM application, plans and fee received for review under Appendix G (Stormwater Management Practices for projects which are exempt under Section 402).
- b. SR 0061, Sec. 13M Betterment Project: Plans and documents were received from McMahon Associates on behalf of PennDOT. A request for submission of the SWM application and fee was forwarded to Stephen Giampaolo of McMahon Associates via e-mail on June 27, 2017.

ARRO has discussed coordination for the processing and inspection of drainage plan exempt projects with Jason Holmgren of Kraft Code Services.

14. Road Opening Ordinance

The following are Road Opening Permit activities for the above referenced period.

- a. Cable Services (for Comcast) – Calais Drive: Application, plans and fee and escrow (\$11,499.40) received for the placement of conduits within the Calais Drive right-of-way between Snyder Road and Nantucket Drive. Permit approval and issuance on June 27, 2017.
- b. Americomm LLC (for Comcast) – Osterling Drive: Application and plans received for the placement of conduit by boring/directional drilling across Osterling Drive. An escrow calculation is being prepared and will be forwarded to the applicant.

15. Street Light Ordinance

Revisions to the ordinance pertaining to the use of LED lighting were provided by Attorney Magovern’s office. ARRO provided Attorney Magovern’s office recommendations regarding post anchoring hardware.

16. 8 Pillar Drive - Driveway

Correspondence was forwarded to the owner outlining the deficiencies of the driveway installed on Wiley’s Road. To date, no response or communications have been received from the owner as a result of the correspondence. A copy of the correspondence was forward to the Township under separate cover.

The following street work bids for 2017 were opened:

Construction Masters Services, Reading	\$220,288.10
New Enterprise, Reading	\$223,321.15
Schlouch Incorporated, Blandon	\$222,864.90

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to accept the lowest responsive bid for the 2017 Road Improvement Project conditioned upon the Township Engineer and Solicitors review of the bid documents. Vote 3:0

Mr. Hadden wanted to thank Bill McMullen and Solicitor Magovern and their firms for all the assistance that was given in making Ashley’s expansion become a reality.

MS4:

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to advertise the public comment period and public meeting for the NPDES Stormwater discharge pollutant reduction plan. Vote 3:0

SOLICITOR :

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to have the solicitor advertise the proposed amendment to the Lighting Ordinance. Vote 3:0

Discussion was held regarding the street lights on Wingco Lane and Margaret Lane.

Discussion was held regarding canceling of advisory board meetings when there is no business is to be Conducted. If there is no business to be conducted for the Planning Commission or Rec Board meetings a sign will be posted on the door stating the meeting has been canceled and an email will be sent to the board members.

Discussion was held regarding a sports equipment ordinance whereby we can enforce some regulations regarding nets / children playing in the street / etc. Solicitor Magovern will devise a draft for the August meeting.

CODE ENFORCEMENT – report submitted by Kraft Code Services.

OTMA – nothing to report

EMA COORDINATOR – Dane Miller, Kenneth Stoudt and Fire chief will meet on July 15 at 9 a.m. to review plan.

POLICE COMMISSION – nothing to report

PLANNING COMMISSION – nothing to report

PARK & REC– Mr. Stoudt stated he attended the last meeting and gave the board some books to look at, for the possibility of installing a piece of equipment in the rec area at the soccer field.

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for June in the amount of \$252,198.86. Vote 3:0

AG-Industrial, Inc.	167.84
American Rock Salt Company LLC	11,012.99
ARRO Consulting, Inc.	24,902.78
Berks County Conservation District	25.00
Berks Products Corp (Landswap)	547.50
Berks Products Corp (Rezoning)	1,146.12
Berks Soil & Stone	300.00
C. R. Blinds	2,595.00
Comcast 1	194.75
Comfort Pro, Inc	2,621.03
COUNTY PLUMBING & ELECTRIC	3,008.27

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Cummins Power Systems, LLC	985.23
E.J.BRENEMAN, L.P.	1,390.70
E.M.KUTZ, INC.	291.00
Family Dollar	4.51
Frederick K. Hatt, Attorney-at-Law	1,151.69
Fromm Electric Supply Corp.	103.50
Grainger	458.25
Highland Auto & Truck Repair	292.59
J.C.EHRLICH	383.00
J.P.Mascaro & Sons	1,509.36
KIM BERGER	111.26
Kraft Code Services LLC	23,773.65
KUZANS HARDWARE	167.59
LIFT, Inc.	27.20
Lowe's Home Centers	377.11
MET ED	4,340.16
MILLERS LAWNMOWER SERVICE	126.15
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	135,565.06
OFFICE SERVICE CO.	6.54
POSTMASTER	13.60
ProAsys	222.50
READING EAGLE COMPANY	560.50
Reading Office Maintenance	255.00
Ready Refresh	7.98
SAM'S CLUB	33.28
SCHUYLKILL VALLEY SCHOOL DISTRICT	77.40
Stichter Sharpening & Custom Machining	282.00
Stoney Creek Rentals	292.50
T. M. Bailey Services, LLC	170.00
TELCO, INC.	170.00
VERIZON	237.52
Vist Bank	31,952.95
Wex Bank	239.80
	<u>252,198.86</u>

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve transfer of \$63,336.85 from the Code Enforcement account to the General Checking account for Zoning and Code enforcement invoices of April, May and June. Vote 3:0

OLD BUSINESS: Nothing

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NEW BUSINESS

A motion was made by Gary Hadden and seconded by William Klein to ratify approval of the Sheetz Development Improvements Agreement and the Stormwater Maintenance Agreement. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve the Katylyn Lane Block party to be held on Saturday, July 22 from 1 p.m. until dark, rain date being July 29. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the Car and Bike Show to be held on Saturday August 26, 2017 from 9 a.m. to 6 p.m. to benefit Cancer Awareness thru the American Cancer society. This will be held at 19 B Willow Creek Road. A certificate of insurance is on file. There is to be no parking on Willow Creek Road. Vote 3:0

UPCOMING MEETINGS/INFO:

July 10 - 11 a.m. – NBRPD

July 11 – 7 p.m. - Rec Board

July 13 – 7 p.m. – OTMA

July 20 – 7 p.m. – Planning Commission

August 3 – 7 p.m. - Board of Supervisors meeting

ADJOURNMENT

A motion was made by Gary Hadden and seconded by William Klein to adjourn the monthly meeting at 8:35 p.m. Vote 3:0

Respectfully

Kim Y. Berger
Secretary