

April 4, 2019

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 – Kenneth Quell (Fire Chief), Dane Miller, Mark Stabolepszy (SSM), Paul Stoltzfus (New Enterprise), Mike Clark (New Enterprise) Report from Reading Eagle, Kent Worbel (ReMax)

A motion was made by Gary Hadden and seconded by William Klein to approve the minutes from the regular meeting on March 7, 2019. Vote 3:0.

POLICE DEPARTMENT – March report

FIRE DEPARTMENT – March report submitted

BUSINESS FROM FLOOR -

Mark Stabolepszy (SSM) presented information regarding New Enterprise wanting to expand their Quarry eastward from where they are mining now to the area along route 61, currently owned by F. & G. Hartman. Mr. Stabolepszy presented diagrams showing fencing and grass berms etc. to allow for a more aesthetic look to the area. New Enterprise is looking to rezone the area from IC to GI so that they may purchase the land and continue mining along Route 61.

After discussing, the supervisors offered their opinions and that they were not in favor of rezoning the area at this time.

Discussion then moved to New Enterprise wanting to rezone the land that they already own to the rear of their quarry.

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to start the process of changing the zoning for the New Enterprise property (in the rear) from IC to GI. This is contingent on receiving the \$5,000 escrow and having the information presented to the Board prior to the Planning Commission meeting in April. Vote 3:0

TAX COLLECTION : A motion was made by Gary Hadden and seconded by William Klein to approve the Tax Collector report for March as follows:

Real Estate Taxes -	\$32,669.79
Real Estate Interims -	\$ 446.61

Vote 3:0

A motion was made by William Klein and seconded by Kenneth Stoudt to grant permission to the Tax Collector to shred documents from 2011. Vote 3:0

ROADMASTERS REPORT MARCH 2019

FUEL USED

GMC pick up –30 gal Diesel
GMC utility – 26.3 gal diesel
M2 #7 – 59 gal diesel
GMC dump –39.99 gal diesel

HOURS WORKED

213.50 total hours
64.25 hours – snow related
9 hrs at Rec Areas

WORK PREFORMED

Plowed and Cindered – March 1 – 4
Put salt in shed
Cleaned and washed trucks from salt
Vehicles to Highland for inspections
GMC Dump had driveshaft repairs
Picked up signs and posts at Miller Municipal
M2 #7 to Kutz for tool box estimate
Plow cutting edges and shoes picked up- at Kutz
Drug ballfield
Collected trash at Rec A & B
Measuring and checking intersections for line painting
Plow and spreader maintenance
Barricaded Snyder Road on 3/22 for flooding
Take off and store plows
Taking Z-turns to Lift for service
Removed tree on Snyder Road
Insurance rep inspection of garage and shed
Equipment maintenance and swept shop
Cleaning up old traffic lights for shed

SIGNS

Replaced No Parking (Orchard Lane) hit – cut off
Replaced weight limit sing – Ontelaunee Drive – hit – cut off
Replaced stop sign – Gernant’s and Cider Mill – Hit – cut off

PURCHASES & EXPENSES

Kuzan’s (fasteners, screws)	111.60
General Recreation (home plate)	131.21
American Rock Salt (107.38 ton salt)	7,088.16
Miller Municipal (signs, post, rivets)	1,629.30
E. M. Kutz (repairs to truck; shoes, cutting edges)	768.89

April 4, 2019

County Plumbing (change lights in PD)	1,064.88
Berman Freightliner (M2 #4 water leak)	294.67
Highland Auto (inspections, driveshaft repairs)	2,685.19
Total	\$13,773.90

Roadmaster Kenneth Stoudt

Mr. Stoudt stated that he was gathering information for the bid for line painting that the Berks County Coop will be handling. There are many many arrows to be done as well as the normal line painting. The arrows will be done with Thermoplastic.

Mr. Stoudt stated that the bridges were swept off.

Mr. Stoudt also mentioned that RAWA is changing out some water pipes and during the next 60 days, there will be pipes above ground. The engineer will have the pipes protected from the street by cement barricades, barrels with flashing lights and stone.

ENGINEER'S REPORT – MARCH 2019

1. Five Star International

The plan was conditionally approved at the February 7, 2019 Supervisors meeting. No additional submissions have been received to address conformance to the conditions of approval.

A sewer capacity agreement was provided by Attorney Magovern's office and forwarded to the developer's consultant on January 16, 2019.

The developer has requested capacity information required for a future Component 3 Sewage Facilities Planning Module submission.

2. Allan Myers Land Development

The Board of Supervisors provided conditional preliminary/final plan approval at their meeting held November 1, 2018. A revised plan and supporting documents were received and a review correspondence provided to the developer.

3. Rutter's

Approval of waivers and conditional plan approval was granted by the Board of Supervisors at their December 6, 2018 meeting. A submission containing a plan to address conditions of plan approval was dated March 18th with additional revisions being provided to address the sanitary sewer extension construction, easements and dedication.

Attorney Magovern's office reviewed the sanitary sewer easements obtained by Rutter's from Schneider Electric and GBDF for the sanitary sewer extension and eventual dedication of the easements and improvements to the Township and provided comments to Rutter's.

Earthmoving activities commenced along with the installation of stormwater facilities required by the NPDES permit approval. We have since received submittals for the stormwater improvements. Periodic site inspections are being conducted by ARRO. A PennDOT inspector has been on-site during improvement installations pertaining to the HOP's issued for the project.

A request for field observation for the installation (tentatively late in the week of 4/8/19) for a portion of the sanitary sewer extension was received from the site contractor.

Attorney Magovern's has prepared the Improvement and Stormwater Maintenance Agreements. The draft agreements have been forwarded to the developer for review.

4. Jurgielewicz Expansion

The Sewer Capacity Agreement prepared by Attorney Magovern's office was forwarded to the developer's consultant on February 11, 2019. A meeting with the developer's consultant was held on February 12th to discuss sampling and flow meter requirements.

5. UGI – Berkshire Mechanical Land Development Plan

Approval of waivers and conditional plan approval was granted by the Board of Supervisors at their December 6, 2018 meeting. No additional plan submission has been received from the developer to address the conditions of approval.

The allocation correspondence of MTA was received. We recommend approval of the invoice provided by MTA totaling \$1,681.96 representing sewer charges not invoiced by or reported to MTA for the project site.

The sewage facilities planning module (exemption) was forwarded to PADEP on April 2, 2019.

A sewer capacity agreement was provided by Attorney Magovern's office and forwarded to the developer's consultant on January 16, 2019.

6. Brasler Parcel (Berks 222) Land Development Plan

At their meeting of March 1, 2018 the Board of Supervisors granted Preliminary/Final Conditional Approval. A PennDOT HOP for the Driveway Access on Allentown Pike has been issued. The stormwater HOP permit for discharge on East Huller Lane (applicant Ontelaunee Township) has not been issued. Additional conditions of plan approval are to enter into an agreement with the township for the storm water maintenance of the facilities on East Huller Lane, final approval from Muhlenberg Township and addressing the remaining comments in the ARRO review correspondence dated Feb. 15, 2018.

Attorney Magovern's office has been provided information for the final preparation of the required Improvement and Stormwater agreements.

7. Harvest Subdivision

We conducted a site verification of work necessary for the correction of deficiencies identified in the driveway apron and curb ramp review for inclusion in the escrow value. The cost estimate for repairs to driveway aprons and sidewalks verified to date was forwarded to the Township and Attorney Magovern under separate cover.

8. Willow Glen

ARRO personnel replied to the request regarding the light heads to be provided in the development. We also provided a response to the developer that acceptance of dedication of roads within the development would not be considered until all sidewalks are complete.

Improvement inspection reports are attached.

The following subdivision/land development plans remain active (Items #9 through #15); however, there is no activity since our last report.

9. Perdue Driver Depot Land Development Plan

At their meeting held April 5, 2018, the Board of Supervisors provided Preliminary/Final Conditional Approval based on satisfying the conditions in the ARRO review correspondence of March 13, 2018 and executing a sewer capacity agreement.

Attorney Magovern's office revised the project agreements (Improvement & Stormwater Maintenance) as requested by the developer's Attorney and forwarded them along with the Sewer Capacity Agreement to the developer on September 14, 2018. The developer's Attorney has indicated that the Sewer Capacity Agreement, Improvement Agreement and the SWM Maintenance Agreement and associated fees would not be forwarded by the developer until January of 2019.

Revised plans have been provided to the Township for signature by the Planning Commission and Board of Supervisors; however, the plans should not be released to the developer for recording until the agreements and escrow are received.

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

The Ontelaunee Township Supervisors granted conditional approval of the Final Plan submission. The conditions of approval were receipt of an NPDES approval, Improvement Agreement, Stormwater Operations & Maintenance Agreement and submission of fully executed final plans.

To date we have not received documents required by the conditional plan approval. The Improvement and Stormwater Maintenance Agreements were forwarded to the developer by Attorney Magovern's office on January 17, 2018.

11. UGI – Temple LNG Parking Land Development Plan

Plans and documents meeting the conditions of the Supervisors conditional approval granted on December 1, 2016 have not been received. The final conditions of plan approval were forwarded to UGI's consultant by ARRO's correspondence dated June 9, 2017.

ARRO has received inquiries from the developer's consultant indicating the project is now moving forward.

12. Infinity Capital Land Development Plan

As reported last month, ARRO conducted a review of the site improvements to date. A final escrow release has not been requested by the developer.

13. Ryder Land Development

ARRO provided the developer a punch list of items regarding the site improvements. To date there has not been a request for a final inspection or release of escrow.

14. Beechwood Subdivision

The information required for as-build drawings of the improvements and also the description and plan necessary for the dedication of the road was forwarded to the developer's consultant in November 2018. To date we are not aware that a request for reduction in the escrow or dedication of the roadway has been received for consideration by the Township.

15. Ashley Furniture Land Development Plan

We are waiting for a representative of Ashley Furniture to contact us that all site improvements have been completed and they are ready for a final inspection of the site improvements.

16. General Engineering

The ArcGIS program was installed and the data returned on the Township computer for sanitary sewer and water facilities and customers (sewer & water). OTWS staff is providing ARRO with the ArcGIS (ESRI) program documentation to set up their ArcGIS online account.

17. Road Projects

- a. We are preparing documents for bidding through PennBid to replace the cross pipe on Gernants Church Road and to install inlets and pipe to the inlet installed during the 2018 Road Project. The tentative bid due date would be on PennBid (approximately 2:00 p.m.) prior to the May 2, 2019 Supervisors meeting.
- b. ARRO will provide the grading plan and scope of work for Willow Creek Road to the Township in the coming weeks in order to obtain quotes for project completion in the spring.

18. Water System Engineering & Reporting

ARRO is preparing the Consumer Confidence Report and Water Allocation Permit as authorized at the March Supervisors meeting.

19. Sanitary Sewer System Engineering

ARRO will provide updates for the Rules & Regulations to Attorney Magovern's office. Proposed additions to the document include flow meter and monitoring manhole details for non-residential facilities and specifications for individual grinder pump units.

20. Sanitary Sewer Operations

- a. ARRO conducted services/activities identified under the Routine Operations scope of services outline in the Professional Services Agreement between Ontelaunee Township and ARRO.
- b. The individual Omnisite account for PS #6 was established. Envirep will connect the new flow meter to the Omnisite. Once this work is complete and the operation verified, MTA can be provided the log in and password information for PS #6 to review flows.
- c. ARRO operations personnel responded to a high water alarm at PS #2 on March 6, 2019. OTWS office staff investigated the occurrence and the high water alarm was found to be due to a blocked pipe at Cambridge Lee that caused a flow surge when the blockage was dislodged.
- d. ARRO prepared and forwarded Tributary Chapter 94 Reporting information to the Maidencreek Township Authority and Leesport Borough Authority. It should be noted that a number of dual run events were reported at pump stations in the LBA service area in 2018. These dual run events are noted in the LBA 2018 Chapter 94 Report submission to PADEP as being a result of abnormal flooding rain events.

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to permit Arro to inspect the sanitary Sewer at the Rutters property. Vote 3:0

WATER: March report was submitted

MS4: Kim Berger stated that during the audit last year, the Township was asked to hold a meeting or presentation regarding Illicit Discharge. This meeting should be advertised in addition to our normal public notice to alert residents to come to the meeting regarding learning how to prevent or handle illicit discharge. This meeting is scheduled for August 1. Dave Kee from Arro will perform the presentation.

SOLICITOR :

Solicitor Magovern presented Resolution #2019-4 for adoption. This resolution deals with the opposition of House Bill 349 requiring Municipalities to use two 3rd party agencies.

A motion was made by Gary Haden and seconded by Kenneth Stoudt to adopt Resolution #2019-4. Vote 3:0

CODE ENFORCEMENT – report submitted by Kraft Code Services.

EMA COORDINATOR – Mr. Miller stated that there will be a meeting at the Township meeting on May 11 at 9 a.m. regarding the flash drives that everyone received regarding a dam breach at the Ontelaunee Dam and how it would be handled.

POLICE COMMISSION – Mr. Hadden stated that the Police Department has received a \$20,000 grant to upgrade the server, a grant for speed enforcement and are working on a grant for Tobacco compliance.

Mr. Hadden also mentioned that the Chief contract negotiations continue.

PLANNING COMMISSION – No meeting held in March

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for March in the amount of \$214,285.03 Vote 3:0

General expenditures - \$161,896.09
Water Expenditures - \$ 35,469.92
Sewer Expenditures - \$ 16,919.02

Alarm Tech Suppression	335.00
Alarm Tech Suppression	156.00
Albright College, Center for Excellence	150.00
American Rock Salt Company, LLC	7,088.16
ARRO Consulting, Inc.	228.13
ARRO Consulting, Inc.	389.76
ARRO Consulting, Inc.	716.88
ARRO Consulting, Inc.	2,306.88
ARRO Consulting, Inc.	27.50
ARRO Consulting, Inc.	3,179.33
ARRO Consulting, Inc.	145.04
ARRO Consulting, Inc.	3,710.00
ARRO Consulting, Inc.	491.10
ARRO Consulting, Inc.	139.50
ARRO Consulting, Inc.	220.00
ARRO Consulting, Inc.	910.00
ARRO Consulting, Inc.	357.50
ARRO Consulting, Inc.	2,970.26
ARRO Consulting, Inc.	254.46
BERKS COUNTY TREASURER	308.92

April 4, 2019

Checks For Less	70.45
Comcast 1	268.59
Comcast 1	278.59
COUNTY PLUMBING & ELECTRIC	1,064.88
Dallas Data Systems, Inc.	13,448.75
Dallas Data Systems, Inc.	216.12
Dallas Data Systems, Inc.	600.00
Dallas Data Systems, Inc.	200.00
Dallas Data Systems, Inc.	7,695.00
Delaware Valley Regional Finance Authori	2,728.80
Delaware Valley Regional Finance Authori	780.00
E.M.KUTZ, INC.	112.10
E.M.KUTZ, INC.	1,091.32
E.M.KUTZ, INC.	261.91
E.M.KUTZ, INC.	506.98
Elite Fuel Service, LLC	1,350.31
Elite Fuel Service, LLC	151.43
Elite Fuel Service, LLC	1,773.65
Envirep Inc	608.90
Essig Plumbing & Heating	423.00
Exeter Supply Co, Inc	217.84
Exeter Supply Co, Inc	-217.84
Exeter Supply Co, Inc	2,820.00
General Recreation	131.21
H. A. Thomson Co.	3,482.00
H. A. Thomson Co.	494.00
H. A. Thomson Co.	647.34
H. A. Thomson Co.	647.33
H. A. Thomson Co.	647.33
Hartman Valeriano Magovern & Lutz P.C.	65.00
Hartman Valeriano Magovern & Lutz P.C.	676.50
Hartman Valeriano Magovern & Lutz P.C.	749.12
Hartman Valeriano Magovern & Lutz P.C.	724.10
Hartman Valeriano Magovern & Lutz P.C.	235.20
Hartman Valeriano Magovern & Lutz P.C.	676.50
Hartman Valeriano Magovern & Lutz P.C.	33.00
Hartman Valeriano Magovern & Lutz P.C.	378.56
Hartman Valeriano Magovern & Lutz P.C.	264.00
Hartman Valeriano Magovern & Lutz P.C.	429.00
Hartman Valeriano Magovern & Lutz P.C.	5,728.10
Hartman Valeriano Magovern & Lutz P.C.	633.60
Hartman Valeriano Magovern & Lutz P.C.	633.60
Hemmigs Plumbing	875.00

April 4, 2019

Hemmigs Plumbing	875.00
Hemmigs Plumbing	2,000.00
Hemmigs Plumbing	140.00
Highland Auto & Truck Repair	2,278.43
Highland Auto & Truck Repair	72.00
Highland Auto & Truck Repair	31.00
Highland Auto & Truck Repair	72.00
Highland Auto & Truck Repair	231.76
J.P.Mascaro & Sons	650.00
JB Environmental Services LLC	260.00
KIM BERGER	4.44
Kraft Code Services LLC	1,684.20
KUZANS HARDWARE	324.14
LB Water Service, Inc.	1,875.00
Long, Barrell & Co., LTD.	831.53
Long, Barrell & Co., LTD.	831.53
Long, Barrell & Co., LTD.	6,678.30
M.J. Reider Associates Inc	290.00
Met Ed	3,598.41
Met Ed	335.94
Met Ed	489.83
Miller Municipal Supply LLC	1,506.80
Miller Municipal Supply LLC	126.50
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	68,734.24
OFFICE SERVICE CO.	9.06
Pioneer Pole Buildings, Inc.	9,847.00
Pitney Bowes	180.66
POSTMASTER	62.35
ProAsys	235.00
Purchase Power	503.50
Reading Area Water Authority	24,181.14
Reading Office Maintenance	170.00
Ready Refresh	7.98
Rhoads Energy Corporation	692.64
Stratix Systems	1,503.63
T. M. Bailey Services, LLC	87.10
TELCO, INC.	85.00
Tri-Valley YMCA	3,250.00
VERIZON	89.50
W. B. Mason Co. Inc.	177.48
W. B. Mason Co. Inc.	177.47
WB Mason	105.38

April 4, 2019

Wex Bank	27.60
Xpress Bill Pay	187.80
TOTAL FOR MARCH	214,285.03

OLD BUSINESS: None

NEW BUSINESS:

A motion was made by Gar Hadden and seconded by William Klein to purchase two reconditioned Canon Digital copiers thru the state contract with a package price of \$3,900.00.

A motion was made by Kenneth Stoudt and seconded by William Klein to contract with Spayds Landscaping to spray mulch in the recreation parks at a cost of \$7,500. This includes the mulch, delivery and spreading the mulch.

UPCOMING MEETINGS/INFO:

March 11 – 6:30 p.m. – NBRPD
March 21 – 7 p.m. – Planning Commission
April 4 – 7 p.m. - Board of Supervisors meeting

An executive session was held from 8:15 p.m. to 9:30 p.m. to discuss possible litigation.

ADJOURNMENT

A motion was made by Gary Hadden and seconded by William Klein to adjourn the monthly meeting at 9:35 p.m. Vote 3:0

Respectfully

Kim Y. Berger, Secretary