

April 5, 2018

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
Jason Holmgren, Kraft Code Services
Kim Y. Berger, Secretary

Visitors – Kenneth Quell, Leif Greis (Reading Eagle) Kai Miller, John Messing, Matt Hovey (Wolf Baldwin and Assoc.), David Crossett (Cornerstone Law Firm LLC), Cleon Swartzentruber (Infinity Capital, LLC)

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 March 1, 2018. Vote 3-0.

Executive session were held March 12, 14, 19, 27 and 30 to discuss personnel.

POLICE DEPARTMENT – February Report was distributed

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FIRE DEPARTMENT – February and March report was distributed

BUSINESS FROM FLOOR –

Matt Hovey, representing Kai Miller and Brandt Welker from 416 Snyder Road, Reading, PA was present to discuss the intentions of using their property for a special event venue.

The property is in an R-1 Zoning district on 7.96 acres. The intended use would be for weddings, birthdays and other special events. It would be used two to three times a month usually from Friday to Sunday.

It was stated that the event would close down by 10 p.m. All activities would be held in a tent in the field, sometimes a bounce house for a birthday party. The event would be limited to 50 guests and 25 service people. The parking would be two lots off Snyder Road. Portable bathrooms would be used and the intent is to eventually keep them for the season.

The only lighting would be in the tent and some pathway lights. The electricity would be supplied by portable generators. There is no intention of using the barn.

April 5, 2018

Mr. Holmgren from Kraft Code Services stated that there would need to be Zoning Hearing Board approval.

Driveway access would need to be looked at as well.

Solicitor Magovern stated that the property owner should fill out a Zoning Hearing Board application and to be very specific in the details.

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

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|------------------------|--------------|
| Real Estate Taxes - | \$145,032.80 |
| Real Estate Interims - | \$ 876.06 |
| Street Light - | \$ 705.60 |

Vote 3:0

ROADMASTERS REPORT MARCH 2018

FUEL USED

Ford –26.17 gal diesel
GMC Dump – 50.98 gal diesel
M-2 #7 – 39.68 gal diesel
GMC pick up – 26.660 Diesel
Kubota loader – 19.83 gal diesel
GMC utility – 43.02 gal diesel

WORK PREFORMED

Plowed and salted – March 6, 7, 21, 22
Washed trucks and equipment – 2 times
Removed trees from Slater Rd and Kerns Rd.
Checked roads and cleared branches 2 times
Took XMark 60”/72” F-Kubota and Kubota loader to Kubota for service
Serviced Kubota mower, John Deere Mower and Zero turn
Cleaned up pile of ceramics dumped on Canal Street
Picked up 3 TV’s and tires along roads
M-2 #4 & #7 Ford – GMC Utility/Dump Truck/Pick up inspected at Highland
Ford to Manderbach’s for warranty work
M2#7 to Highland for noise – center bearing on drive shaft
GMC utility to Kutz for new chain on Vbox Spreader, new chute ordered
Patched Berkley Rd and Willow Creek Road
Started spreading 12 yds of stone at Rec B
Put 47 tons of salt into shed
Took blades to Stichter for sharpening
Cut up trees laying along Gernant’s Church Rd.
Changed cutting edges and shoes on several plows
Equipment maintenance
Met with Bill to go over Roads for this year
Moved trucks and mowers back and forth between Highland and Lift.

HOURS WORKED

Total 239.75
93.75 hours plowing and cindering

SIGNS ERECTED OR REPLACED

- Replaced 40 mph sign –Wiley’s Road
- Replaced administration sign at township building
- Straightened
 - Street sign - Bowers Road/Wiley’s Road
 - Stop sign – Indian Manor/Gernants Church Road
 - Stop sign – Ontelaunee Dr/Ohlinger Rd
 - Stop sign – Shackamaxon St. / Rt. 61
 - Street sign – Kindt Corner/Ontelaunee Drive
 - 25 mph – Gernants Church Road
 - Curve sign – Gernants Church Road

PURCHASES & EXPENSES

| | |
|--|-----------|
| Manderbach (check engine lite) | no charge |
| Deere Country (service kits for 2 mowers) | 127.10 |
| Highland (service/inspections for M2 #7; GMC pick up, GMC dump) | 986.29 |
| Kuzan’s (Gorilla Glue, degreaser, hardware, sandpaper, danger tape) | 97.77 |
| Lift (oil, service for M5 loader, mower, Exmark 60” and 72”) | 2,189.34 |
| General Recreation (pitching rubber/drag mat) | 244.74 |
| EM Kutz (repair/service A frame on M2 #7 plow) | 1,772.96 |
| EM Kutz (cutting edges and shoes) | 1,388.16 |
| Todd’s Transmissions (computer for GMC Dump transmission) | 1,732.50 |
| Lowe’s (9 bags of cold patch) | 114.19 |
| Tractor Supply (sprayer wand) | 16.95 |
| Berks Soil and Stone (12 yds stone, 3 rolls fabric, staples for rec B) | 443.00 |
| Stephenson Equipment (2 cans of Tiger paint) | 58.32 |
| American Rock Salt – (49.6 tons of salt) | 2,802.42 |
| Bilco (ear plugs/universal spill kit) | 229.83 |

Total **\$12,203.57**

Roadmaster
Kenneth Stoudt

Mr. Stoudt stated that he hopes that they are done with the salt for the year.

ENGINEER’S REPORT – MARCH 2018

1. Brassler Parcel (Berks 222) Land Development Plan

At their meeting of March 1, 2018 the Board of Supervisors granted Preliminary/Final Conditional Approval upon obtaining a PennDOT HOP permit for the Driveway Access on Allentown Pike, a stormwater HOP permit for discharge on East Huller Lane, enter into 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.

April 5, 2018

No additional submissions have been received from the developer to address the conditions of approval.

2. Perdue Driver Depot Land Development Plan

The Supervisors provided waivers as requested and as recommended by the Planning Commission at their meeting on March 1, 2018.

At their meeting held March 17, 2018, the Planning Commission recommended the Supervisor grant Preliminary/Final Conditional Approval based on satisfying the conditions in the ARRO review correspondence of March 13, 2018.

We recommend the Board of Supervisors grant Preliminary/Final Conditional Approval based on satisfying the comments in the ARRO review correspondence of March 13, 2018.

We received notification from BCD regarding their observation of fill placed on the Perdue site. The notification was provided to Perdue by BCD.

3. Infinity Capital Land Development Plan

The Planning Commission granted the waivers requested and also granted Preliminary/Final Conditional plan approval based on satisfying the comments in the ARRO March 14, 2018 plan review correspondence. They have received E & S and NPDES approval from BCD. A revised plan and supporting documents were received and ARRO prepared a review correspondence dated April 5, 2018.

We recommend the Supervisor to grant the waivers for Sections 3.20 (Preliminary Plan Approval), 4.2503/5.881(Traffic impact study), 4.2514/5.882 (Impact Studies – Utility, Fiscal, Environmental, Hydrogeological, Steep slope/ soil) 5.214(Curbing/Sidewalk), 305(ground water recharge), 306(Water quality) and 314.A.4.c (Basin floor slope).

We recommend the Board of Supervisors grant Preliminary/Final Conditional Approval based on satisfying the comments in the ARRO review correspondence of April 5, 2018.

4. McIntosh Farms Subdivision

A Sketch plan was received for McIntosh Farms. ARRO will review the plan and provide a review correspondence to the Planning Commission in advance of their meeting scheduled for April 19, 2018.

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

The Ontelaunee Township Supervisors granted conditionally 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.

6. 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.

7. **Ryder Land Development**

ARRO is conducting periodic inspections of the site improvements.

8. **Ashley Furniture Land Development Plan**

ARRO is conducting periodic inspections of the site improvements.

9. **Brenntag Addition**

We reported at the March Supervisors meeting that Brenntag was proposing a 2,200 square foot addition to their facility and that the addition will be placed in an area that is currently paved. The addition is not in an area of existing paving; however, the determination that the project is not subject to Land Development remains applicable.

10. **General Engineering**

- a. Site investigations were conducted regarding Noll Pallets and earthmoving on the New Enterprise parcel. BCD has been notified for their input and investigation.
- b. The Brenntag site was visited and pond erosion reviewed as recommended by PADEP. A report of the site visit was provided under separate cover.
- c. Correspondence was forwarded to Redner's regarding non-compliance with stormwater discharge and buffer plantings on their property located on Redner's Way (Service Building). We have received correspondence and copies of contracts regarding resolution to both matters. The roof leader discharge installation to the existing pond and the planting of evergreens are scheduled to occur upon favorable weather conditions.
- d. PennDOT was contacted on March 29, 2018 regarding the depressed areas at the intersection of Ontelaunee Drive and SR 0073. My contact person indicated that the area foreman was going to contact our office to discuss the matter. To date we have not received a call from the area foreman.

11. **Road Opening Ordinance**

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

- a. UGI Utilities – for 297 Gernants Church Road: Application, plans, application fee (\$120.00) and escrow (\$1,463.00) received for excavations in an improved road surface for the installation of a service. Permit approval and issuance will be on April 5, 2018.

12. **Road Projects**

April 5, 2018

- a. Estimates for the proposed 2018 road project have been provided to the Board of Supervisors under separate cover.
- b. We received quotes to conduct a topographic survey along Willow Creek Road between the Grim driveway and Reading Storage driveway. The topographic survey will be conducted to determine quantities and a scope of work for grading activities to enhance stormwater flows to existing stormwater facilities (swales, inlets) along the Willow Creek Road in the area. The survey will also establish benchmarks along the project area that can be utilized by a contractor.

The cost of the topographic survey without the establishment or right-of-ways is \$2,800.00. The cost of the topographic survey with the right-of-way is \$3,840.00. Should the Supervisors decide to move forward we recommend the option for the right-of-way to be established. This will assist in the delineation of area available to conduct grading operations.

Mr. McMullen was asked to speak to Redners regarding the stop sign from Redners driveway onto Renders Way. There are a lot of people that are not stopping because it is a little small and is not permanent and blows over consistently. It would be great if we could add “opposing traffic does not stop”

MS4: Kim Berger stated that the audit went very well. The hot topic is illicit discharge and we will be discussing that in the future.

SOLICITOR :

A motion was made by Gary Hadden and seconded by William Klein to adopt Resolution #2018-8 changing the fees for Zoning Hearing Board Applications - \$1,600 for residential projects and \$2,000 for commercial projects. Vote 3:0

Discussion was held regarding setback changes for installation of buildings less than 150 square feet. It was discussed that it could be amended to be five feet from the side and five feet from the rear.

A motion was made by Kenneth Stoudt and seconded by Gary Hadden authorizing the Solicitor to draft the zoning ordinance amendment. This will also have to be brought before the Planning Commission. Vote 3:0

CODE ENFORCEMENT – report submitted by Kraft Code Services.

Mr. Holmgren, Kraft Code Services stated that he will be following up on a lot of property maintenance issues now that the weather is getting a little warmer.

Discussion was held on a property on Shoemakersville Road whereby the owner has abandoned the property. The solicitor will reach out to the County commissioners regarding blighted property.

EMA COORDINATOR –. Nothing to report

April 5, 2018

POLICE COMMISSION – the police cars are having new decals placed on them.

PLANNING COMMISSION –

On the recommendation of the Planning Commission a motion was made by Gary Hadden and seconded by Kenneth Stoudt to grant Preliminary/Final Plan approval based on satisfying the conditions from the letter of Arro dated 4/05/18 to Perdue Leesport Driver Depot and obtaining a sewer capacity agreement. Vote 3:0

On the recommendation of the Planning Commission a motion was made by Gary Hadden and seconded by William Klein to grant to Infinity Capital the waiver of Sections 3.20 (Preliminary Plan Approval), 4.2503/5.881(Traffic impact study), 4.2514/5.882 (Impact Studies – Utility, Fiscal, Environmental, Hydrogeological, Steep slope/ soil) 5.214(Curbing/Sidewalk), 305(ground water recharge), 306(Water quality) and 314.A.4.c (Basin floor slope). Vote 3:0

On the recommendation of the Planning Commission, a motion was made by Kenneth Stoudt and seconded by William Klein to grant Preliminary/Final plan approval based on satisfying the letter by Arro 4/05/18 to Infinity Capital. Vote 3:0

PARK & REC– the mulch is here for the tot lot.

April 21 will be the Earth Day/Clean up day – 9 to 11:30 at the pavilion in Willow Glen

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for March in the amount of \$141,118.73. Vote 3:0

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| Alarm Tech Suppression | 310.50 |
| Albright College,Center for Excellence | 200.00 |
| American Rock Salt Company LLC | 9,206.04 |
| ARRO Consulting, Inc. | 22,977.02 |
| Arrow Safety Device Company | 99.80 |
| Axcess Industries, Inc. | 150.00 |
| BERKS COUNTY TREASURER | 521.67 |
| Berks Court Reporting Service | 220.00 |
| Berks Soil & Stone | 443.00 |
| Bilco Safety Products, Inc | 229.83 |
| Brittney Hadden | 953.06 |
| C. R. Blinds | 495.00 |
| Comcast 1 | 549.71 |
| Comfort Pro, Inc | 720.15 |
| Deer Country Farm & Lawn Inc. | 127.10 |
| E.M.KUTZ, INC. | 4,246.00 |

April 5, 2018

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| EHD (Engle-Hambright & Davies Inc.) | 531.00 |
| Elite Fuel Service | 2,611.99 |
| Frederick K. Hatt, Attorney-at-Law | 175.50 |
| General Recreation | 244.74 |
| H. A. Thomson Co. | 618.00 |
| Hartman Valeriano Magovern & Lutz P.C. | 2,889.50 |
| Highland Auto & Truck Repair | 1,728.81 |
| J.C.EHRLICH | 383.00 |
| J.P.Mascaro & Sons | 1,550.00 |
| JB Environmental Services LLC | 425.00 |
| KDI Office Technology | 80.00 |
| KIM BERGER | 96.10 |
| Kraft Code Services LLC | 1,228.25 |
| KUZANS HARDWARE | 202.37 |
| LIFT, Inc. | 2,189.34 |
| Long, Barrell & Co., LTD. | 4,668.36 |
| Lowe's Home Centers | 218.05 |
| MET ED | 4,563.38 |
| Nester's Sanitation Inc. | 98.00 |
| NORTHERN BERKS REGIONAL POLICE DEPT. | 69,152.82 |
| Northern Tool | 92.20 |
| OFFICE SERVICE CO. | 51.47 |
| Omega Systems | 195.00 |
| Ontelaunee Twp Tax Collector | 200.00 |
| POSTMASTER | 799.91 |
| ProAsys | 228.75 |
| READING EAGLE COMPANY | 691.30 |
| Reading Office Maintenance | 170.00 |
| Ready Refresh | 63.06 |
| Rhoads Energy Corporation | 495.91 |
| SAM'S CLUB | 46.88 |
| Stephenson Equipment Inc. | 58.32 |
| TELCO, INC. | 541.55 |
| Todd's Transmission | 1,732.50 |
| Tractor Supply Co. | 16.95 |
| United Document Destruction & Storage | 383.40 |
| VERIZON | 153.72 |
| W. B. Mason Co. Inc. | 171.47 |
| Wex Bank | 70.53 |
| | <u>141,266.01</u> |

OLD BUSINESS: Nothing

April 5, 2018

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by William Klein to contribute \$25 to the Berks County Conservation District for 2018. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to appoint Alia Emery as a member of the Park and Rec Board, term expiring December 31, 2020. Vote 3:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to hire Dale Heckman as a part-time sewer operation at \$53.55 per hour. Vote 3:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to increase the Secretary's hourly rate to \$25 per hour based on a 40 hour week. Vote 3:0

At this time Solicitor Magovern read the following statement:

The Ontelaunee Board of Supervisors announces that effective immediately, the Ontelaunee Township Municipal Authority has been dissolved and as such will cease operations and everything will revert to the Township.

The Township would like to thank the current members of the Authority for their service and dedication. The dissolution of the Authority is not based on any actions made by the current Authority members.

This decision was made after a careful look at all the factors, the most important of which is financial responsibilities.

Please be patient as the transition is occurring. We will continue to make decisions based upon the best interests of the township residents and customers. More information will be announced as the transition continues.

If you have any questions, please feel free to contact the Township Office at 610-926-4240 ext. 200.

UPCOMING MEETINGS/INFO:

April 9 – 6 p.m. – NBRPD

April 10 – 7 p.m. - Rec Board

April 19 – 7 p.m. – Planning Commission

May 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