

August 2, 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: Beth Auman, Solicitor
 William McMullen, Engineer
 Kim Y. Berger, Secretary

Visitors – David Kostival(Reading Eagle), Kenny Quell (Leesport Fire Co.), Dane Miller, Jamie Schlesinger, Tom Unrath, Lisa Chillot, Jeff Chillot, Mark Koch, Hank Koch, Nunzio Robert, Mark Carrol, Curtis Hall, Walter Pohl, Richard Reilly

A motion was made by William Klein and seconded by Kenny Stoudt to approve the minutes from the meeting on July 5, 2018. Vote 3:0.

POLICE DEPARTMENT – June Report was presented

FIRE DEPARTMENT – Kenny Quell read the June report – 36 calls, 19 of which were in Ontelaunee Township

BUSINESS FROM FLOOR

Jamie Schlesinger from PFM Financial was present to review the option of refinancing the 2013 A & C note for water and sewer that was taken out with the Jonestown Bank. The 2013 A & C notes must be refunded due to the OTMA dissolution, in addition the Township will have a savings of approximately \$80,000.00. The 2013 series rate of 2.15% will reset in a few months and then could be a max of 5%. That being said, the Township will lock in with this refinance thru Delaware Valley Regional Finance Authority and will have a rate of approximately 2.8% till maturity of the loan. We will have a monthly interest payment and then a yearly principal payment. The loan will be for \$1,565,000.

After further discussion, a motion was made by Gary Hadden and seconded by William Klein to adopt Ordinance #2018-8 authorizing the application for approval of the issuance of the 2018 notes. Vote 3:0

Mark Koch, representing Mr. Pohl and Allen Myers Company was present to discuss a potential project that will be coming before the planning commission and the Zoning Hearing board.

The proposed project is owned currently by Mr. Pohl however, Allan Myers is interested in constructing an asphalt plant on this property of 18 acres. It is a self-contained facility. Natural gas will be used to run the plan. There will be a small office and lab as well as silos and stock piles. This will be exactly like the facility in Paradise, Lancaster County. There will be approximately 10 employees onsite with a total of 40 employees.

Mr. Hadden stated that his company does do work with the Allan Myers company and so any decisions he will have to abstain from voting.

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Mr. Koch stated they would have to go to the Zoning Hearing Board for a special exception and Planning Commission, which the Supervisors have no problem having them do both simultaneously, the risk would be on the property owner.

Mr. Koch also stated that they would also like to present a preliminary/final plan to the planning commission. The supervisors agreed that this would be acceptable.

Mr. Koch stated that they would move forward with this project.

Mr. Unrath was questioning if the Township knew anything about the land for sale at Kindt Corner and Cider Mill and what the plans were for it. At this point, the supervisors only know that it is up for sale.

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

Real Estate Taxes -	\$21,935.64
Real Estate Interims -	\$ 174.41
Street Light -	\$ 1,445.50

Vote 3:0

ROADMASTERS REPORT JULY 2018

FUEL USED

GMC pick up – 29.1 Diesel
Ford – 24.99 gal Diesel
Gas cans – 50.36 Unleaded gas
Gas cans – 15.033 diesel
Kubota loader – 21.3 gal diesel
GMC Utility – 22.31 gal diesel

WORK PREFORMED

Picked up and install PS #8 sign
Mowed pump stations
Mowed North point and Bewley retention pond (2)
Mowed at Township building
Mowed Rec A & B
Mowed along roads and intersections
Reattached outfield fence at ball diamond
Drug baseball field and cleaned out shed
Sprayed at twp building and along roads
Tiger to Stephenson for oil leaks
JD Zero turn to Lift for coil problems
Maintenance on Toro push mower
Cleaned out ditch in Bewley pond
Straightened and cement and painted bollard on Leesport Ave
Patched Slater Road
Removed large tree branch on Berkley Park Road
Removed large cement chunk from Leesport Avenue
Removed tire and 3 bags of trash from Leesport Avenue
Install 2 red warning lights on Ontelaunee drive

Cement in trash receptacle at Rec B and change receptacle at basketball court
Painted bollards and fire hydrant
Emptied trash at rec A 4 times
Delivered and picked up barricades for block party – Katylyn Drive
Attend flagger school

HOURS WORKED

Total 274.75 hours

39.5 hours for Rec A & B
38.00 mow at township
8 hours flag school

SIGNS ERECTED OR REPLACED

Reinstalled 3 no parking/stop – Wileys Road
Replaced red delineator on Ontelaunee Drive
Replaced 2 white delineators on Willow Creek Road
Replaced white delineators at Rt. 222 and Dries Road
Installed red delineator on Snyder Road
Replaced 2 white delineator on Ashley Way
Move 25 mph sign on Kerns Road
Install 5 ton weight limit sign at Adams and Ontelaunee Drive
Install red warning lite on weight limit sign – Ontelaunee Drive & Shoey Road
Install red warning stop at Kindt Corner and Ontelaunee Dr.
Installed hinged stop sign at Rt. 61 & Belleman’s Church Road
Moved Todd Drive sign from old to new pole (Met Ed Changed pole)
Install 10 ton weight limit and arrow at Calais and Snyder

PURCHASES & EXPENSES

Kuzans (supplies for July)	168.54
Lift – replace 2 coils on JD Zero	359.55
Lowes (sakrete and roundup)	106.87
Tractor supply (weed killer)	63.59
Stoney Creek Rentals (take tractor to Stephenson)	247.50
Miller Municipal Supply (sign for PS #8)	32.90
Miller Lawnmower (drive wheel and gear for toro mower)	28.63

Total **\$1,007.58**

Roadmaster Kenneth Stoudt

Mr. Stoudt reported that the Tiger tractor should be coming back this Saturday.

ENGINEER’S REPORT – JULY 2018

1. McIntosh Farms Subdivision

The preliminary plan titled McIntosh Farms Phase I was reviewed by the Township Planning Commission at their July 19, 2018 meeting. The plan was tabled for resolution of zoning items and review comments. The plan did not comply with the previous conditional use and a new conditional use request must be presented to the Supervisors for review and approval. Action on

this plan is due on or before September 21, 2018 by the Ontelaunee Township Board of Supervisors.

2. **UGI – Berkshire Mechanical Land Development Plan**

The sketch plan entitled UGI Energy Services c/o Berkshire Mechanical reviewed at the July 19, 2018 Planning Commission meeting. As a Sketch plan, no formal action was required.

3. **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.

No additional document or plan submissions have been received from the developer to address the remaining conditions of approval.

4. **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.

The project agreements (Improvement, Stormwater Maintenance, Sewer Capacity) were forwarded to the developer on May 14, 2018 by Attorney Magovern's office. To date we are not aware of the agreements and escrow being received by the Township.

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.

5. **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.

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

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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 contacted the developer regarding the status of this project and was informed the project is still active and they are pursuing outside agency approvals.

7. **Infinity Capital Land Development Plan**

ARRO is conducting periodic inspections of the site improvements.

8. **Ryder Land Development**

ARRO is conducting periodic inspections of the site improvements.

9. **Sheetz**

Sheetz has requested release of escrow funds (Bond) provided to the Township and OTMA. A final inspection was conducted by ARRO and all improvement as required by the respective agreements have been installed.

Therefore, we recommend the full release of Bond #019059157 in the amount of \$502,601.00 issued to the Ontelaunee Township Supervisors and Bond #30010104 in the amount of \$20,590.00 originally issued to the Ontelaunee Township Municipal Authority conditioned on posting of a separate Maintenance Bond in the amount of \$65,728.14.

10. **Harvest Subdivision**

ARRO personnel conducted an assessment of existing improvements along Ida Red Road/Adams Road and provided correspondence regarding the improvements to Forino Co., L.P. A response to the correspondence was requested to be provided prior to the August 2, 2018 Supervisors meeting.

11. **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.

12. **General Engineering**

- a. Todd Richardson of EPA contacted ARRO requesting approval to place a 1 ½" bituminous overlay on Wiley's Road along the project area to the intersection of Ontelaunee Drive and on Ontelaunee Drive from Wiley's Road to SR 0073. I discussed the same with Supervisor Stoudt and provided Mr. Richardson with a concurrence for the scope of work.

13. **Road Projects**

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- a. A Notice of Intent to Award was issued to New Enterprise Stone and Lime Co., Inc. for the 2018 Road Improvement Project and we have received the required bonds and Certificate of Insurance. We are currently preparing the contract document binders and will issue a Notice to Proceed to the contractor and schedule a pre-construction conference in the coming week.

Attorney Magovern's office provided ARRO with the easement documents to present to the Adams Brother owner for the discharge of a proposed storm sewer pipe on their property on Gernants Church Road.

- b. ARRO contacted both Schlouch, Inc. and their subcontractor, AMS regarding oil bleeding on roadways (specifically Ontelaunee Drive) receiving oil & chip under the 2017 road improvement project. The bleeding is due to the 100 degree plus surface temperatures over several days and the added traffic volume on the roadway. AMS will be applying screenings to the road surface during the next couple stretches of hot and sunny days to alleviate the bleeding.
- c. The survey along Willow Creek Road to be used in the preparation of cut and fill calculations as part of a roadside grading project to enhance stormwater flow tentatively scheduled for the week of July 16th was postponed due to rain delays. The work is scheduled for the week of July 30th, weather permitting.

14. Water System Engineering & Reporting

- a. ARRO met with potential developers and utility providers regarding water service to the western side of SR 0061 north of New Enterprise Drive. It is our understanding that the process for extension of water service to this area was approved by the utility provider and is currently in the design/permitting phase.
- b. ARRO personnel are preparing self-liquidating reports for both the sanitary sewer and water system debt refinancing. The report will be based on financial information compiled by Jamie Schlesinger of PFM.

15. Sanitary Sewer System Engineering

- a. ARRO and Ontelaunee township staff discussed and established the perceived surcharge program parameters and process for moving forward with the program. The goal is to implement the program in the third quarter of 2018.

Testing at PS #4 & PS #7 is to be implemented as soon as possible.

- b. Mr. Rehab conducted smoke testing July 5th. ARRO personnel have provided the Township with a report of the smoke testing and recommendations under separate cover. One of the recommendations is to replace a number of existing manhole frames and covers with watertight manhole frames and covers to prevent stormwater infiltration into the sewer system during rain events.
- c. ARRO personnel reviewed sanitary sewer options for the western side of SR 0061 north of New Enterprise Drive with potential developers. The developers have indicated they are in

communication with property owners for the acquisition of the required easements to service the parcel(s).

- d. A motion regarding a contract with Envirep for pump station maintenance is on the meeting agenda for action. The contract was originally approved by OTMA in January of 2018. This contract reflects a name change from OTMA to Ontelaunee Township.

16. 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 following tasks were completed as part of the additional on-call sanitary sewer operator services.
 - Observed the replacement of the capacitor for pump 2 by Denny's Electric and the pumping and cleaning of PS #8 by Kline Septic Services as approved by the Board of Supervisors at last month's meeting.
 - Solicited quotes for additional work to be conducted at PS #8 that was discovered following its pumping and cleaning (resetting pump 1, troubleshooting pump 2). The quotes will be provided to the Board of Supervisors upon receipt.

Per Sheetz request of releasing the escrow funds and after a final inspection was conducted by Arro and all improvements as required were installed, a motion was made by Gary Hadden and seconded by William Klein to release Bond #019059157 in the amount of \$502,601.00 issued to the Ontelaunee Township Supervisors and Bond #30010104 in the amount of \$20,590.00 originally issued to the Ontelaunee Township Municipal Authority conditioned on posting of a separate Maintenance Bond in the amount of \$65,728.14 .Vote 3:0

WATER: July report was submitted

A motion was made by William Klein and seconded by Gary Hadden to approve the proposal from Hemmig's Plumbing for water services including PA One Calls, hydrant flushing and chlorine residual sampling for the 2019 and 2020 calendar years. The monthly billing will be \$3,750. The current contract expires December 31, 2018. No increase in price. Vote 3:0

SEWER:

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the proposed service contract with Envirep for routine maintenance to the sewer pump stations at a cost of \$6,080.00. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by William Klein to approve the quote from MJ Reider for sampling of strong waste at a sampling billing of \$180. Vote 3:0

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MS4: Ms. Berger stated that we have received the draft NPDES permit and a public notice is posted for 30 days.

SOLICITOR :

A Public hearing was held from 7:54 p.m. to 8:00 p.m. regarding the zoning amendment.

One question was raised from the public as to what the Township thought was going to be put in there. At this time, it is unknown, the realtor is hoping to have a buyer purchase it for commercial use.

A motion was made by William Klein and seconded by Kenneth Stoudt to adopt Ordinance #2018-7 rezoning parcel number 68-4491-10-45-3859 and 68-4491-10-46-5344 located near 5869 Pottsville Pike from A-1 to IC. Vote 3:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to draft an ordinance to remove the per capita tax for Ontelaunee Township beginning calendar year 2019. Vote 3:0

A motion was made by William Klein and seconded by Kenneth Stoudt to amend the fee resolution increasing the tax certification to \$30 as well as the water and sewer certifications to \$30. Mr. Hadden abstained from voting due to family conflict. Vote 2:0

A motion was made by Gary Hadden and seconded by William Klein to have the solicitor draft and advertise the amendment to the residential rental inspection ordinance. Vote 3:0

Solicitor Aumen stated that there is a very rough draft of the intermunicipal agreement with Leesport and Bern Township. The staff and supervisors will review the rough draft and then a meeting will be held with the solicitor, engineer, office staff and supervisors to review and make recommendations before we can finalize a draft to be submitted to the other municipalities.

CODE ENFORCEMENT – report submitted by Kraft Code Services.

EMA COORDINATOR – Mr. Miller stated that during the recent storm events, he was monitoring the creeks and river.

Also the school is looking into an app called CrisisGo, whereby the parents and staff members are alerted to any hazardous condition.

POLICE COMMISSION – Mr. Hadden stated that two new cars will be in service within a week. Also a new detective will be announced at the next police meeting on August 13, 2018.

PLANNING COMMISSION – nothing to report

PARK & REC– no report

EXPENDITURES

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A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for July the amount of \$107,997.39. Vote 3:0

ARRO Consulting, Inc.	3,087.10
Comcast 1	213.53
Comfort Pro, Inc	3,787.60
Cummins Power Systems, LLC	348.00
DCED	99.00
Hartman Valeriano Magovern & Lutz P.C.	3,742.50
J.P.Mascaro & Sons	397.40
JB Environmental Services LLC	325.00
Kraft Code Services LLC	20,183.04
KUZANS HARDWARE	94.32
Lowe's Home Centers	366.21
MET ED	4,380.43
MILLERS LAWNMOWER SERVICE	28.63
NORTHERN BERKS REGIONAL POLICE DEPT.	69,152.82
OFFICE SERVICE CO.	37.99
PSATS UC GROUP TRUST	364.72
Rhoads Energy Corporation	523.53
SAM'S CLUB	64.98
T. M. Bailey Services, LLC	170.00
TELCO, INC.	567.00
Tractor Supply Co.	63.59

107,997.39

A motion was made by Gary Hadden and seconded by William Klein to approve total Water and Sewer expenditures for July in the amount of \$92,103.71. Vote 3:0

Water Expenditures \$31,684.21
Sewer Expenditures \$60,419.50

Borough of Leesport	-539.60
Commonwealth of Pennsylvania	-130.00
Denny's Electric	-2,225.00
Hemmig's Plumbing	-4,075.00
HVM	-1,605.04
Jeffrey Shott	-181.00
JS Instrumentation & Calibration LLC	-200.00
Leesport Authority	-50,832.50
Long Barrell	-3,069.85
Met Ed	-1,163.83
MJ Reider	-150.00
Ontelaunee Township	-2,989.32

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Reading Area Water Authority	-24,372.80
Reading Auto Parts	-135.12
Reading Eagle	-434.65
TOTAL FOR JULY	92,103.71
Water Expenses	\$31,684.21
Sewer Expenses	\$60,419.50

OLD BUSINESS: Nothing

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by William Klein to approve the proposal from Ehrlich for treatment of the vegetation along the guardrail on Willow Creek Road at a cost of \$585.00.

Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve the quotation from Neenah Foundry Company and purchase 6 manhole riser kits at a cost of \$7,851.00 Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve the construction of a storage building next to the shed at the Municipal building at a cost of \$15,547.00. The cost of this shed will be reimbursed by the police department over a number of years. It will be used for impounds or other items that need to be secured. Vote 3:0

Mr. Hadden stated that the police department has information on some cameras that could be mounted in areas of high vandalism or littering. The cameras would be completely controlled by the police department to see if we can apprehend some of the individuals dumping along some of our roads such as East and West Huller Lane and Willow Creek Road. More information will be coming.

UPCOMING MEETINGS/INFO:

August 7 – NATIONAL NIGHT OUT – 6 PM TO 9 PM – RAJAH, ORCHARD LANE

August 13 – 6 p.m. – NBRPD

August 14 – 7 p.m. – Rec Board

August 16 – 7 p.m. – Planning Commission

September 3 – OFFICE CLOSED – LABOR DAY

September 6 – 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 8:25 p.m. Vote 2:0

Respectfully

Kim Y. Berger, Secretary