

January 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: Elizabeth Magovern, Solicitor
William McMullen, Engineer
Kim Y. Berger, Secretary

Visitors –Eldon Kibler, Frank Sabatucci

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 December 7, 2017. Vote 3-0.

POLICE DEPARTMENT – November’s report was submitted.

FIRE DEPARTMENT – No report

BUSINESS FROM FLOOR

Eldon Kibler, 420 Snyder Road, requested the Supervisors pass an ordinance banning the use and installation of digital metering devices.

After installation Mr. Kibler was advised that this is regulated by the PUC and the Supervisors cannot override the PUC. He was asked to contact his State Representative

Frank Sabatucci was present to discuss the rezoning of a certain portion of Pottsville Pike where Axxcess Mechanical was housed. The consensus of the supervisors was that they would consider rezoning that area up to the two homes adjacent to the property.

TAX COLLECTION For December: The tax collector collected \$625.04 in real estate taxes, \$544.90 in interim taxes and \$55.00 in per capita taxes.

A motion was made by Gary Hadden and seconded by William Klein to accept the tax collectors report. Vote 3:0

ROADMASTERS REPORT DECEMBER 2017

FUEL USED

Ford – 25.98 gal diesel
GMC Dump – 31.08 gal diesel
GMC Utility – 26.5 gal diesel
M-2 #4 – 15.68 gal diesel

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M-2 #7 – 60.35 gal diesel
GMC pick up – 20.520 Diesel

WORK PREFORMED

Marked 15 drains on Adams Rd for plowing
Filled in hole on Ohlinger Road
Opened up pipe on Ontelaunee Drive (Burke)
Replaced hydraulic hoses on utility box spreader
Plowed and cindered December 9, 10, 14, 16, 25, 26 and 30
Washed trucks and spreaders (3 times)
Washed Kubota loader (3 times)
Removed mower from F-Kubota and installed boom and doors
Repaired light switch in salt shed
New playground equipment installed at Rec B
Took 2 benches and 1 trash can from Rec A to Rec B to install
Ground from Rec B loaded on our truck and hauled away.

HOURS WORKED

Total 135
34 hours plowing and cindering
5.5 hours Rec B

SIGNS ERECTED OR REPLACED

Replaced or installed 10 delineators on Orchard Lane

PURCHASES & EXPENSES

Lift (regen Kubota Loader)	75.60
Lift (Hydraulic hose and fittings for spreader)	154.64
Miller Municipal (various signs)	622.20
Kuzans (electric switches & covers)	25.25
Total	\$877.69

Roadmaster
Kenneth Stoudt

Mr. Stoudt stated that we have almost one salt bin empty from the weather events we have had.

A motion was made by Gary Hadden and seconded by William Klein to hire **Chuck Randazzo** as a part time employee for the road crew. Vote 3:0

ENGINEER’S REPORT – DECEMBER 2017

1. Willow Glen Subdivision

An improvement installation inspection report is attached.

2. **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 developer's consultant has provided a time extension grant to the Board of Supervisors (copy attached). The extension delays actions required by the Board of Supervisors to July 15, 2018.

We recommend the Board of Supervisors accept the grant of the time extension by the developer.

3. **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.

4. **Ryder Land Development**

ARRO is conducting periodic inspections of the site improvements.

5. **Ashley Furniture Land Development Plan**

ARRO is conducting periodic inspections of the site improvements.

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

The Ontelaunee Township Planning Commission conditionally approved 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.

We recommend the Board of Supervisors conditionally approve the Final Plan of Reading-Berks Storage LLC conditioned upon the receipt of NPDES approval, executed Improvement and Stormwater Operations & Maintenance Agreements and submission of fully executed final plans.

7. **Road Opening Permits**

#10542.45 - Cable Services (Willow Glen) – We recommend a release of escrow funds totaling \$7,907.06. The remaining escrow of \$1,976.77, minus costs incurred by the Township, will be held until November 1, 2018.

8. **Margaret Avenue**

ARRO is working with Attorney Magovern's office regarding the preparation of the necessary easement/agreement documents for existing utilities prior to the township vacating Margaret Avenue.

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A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the time extension for the Route 222 (Brassler Plan) to July 15, 2018. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by William Klein to conditionally approve the Final Plan of Reading –Berks Storage LLC conditioned upon the receipt of NPDEs approval, executed Improvement and Stormwater Operations and Maintenance Agreements and submission of fully executed final plans. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to release escrow funds in the amount of \$7,907.06 to Cable Services Company and to hold escrow funds of \$1,976.77 until after the one year guarantee period of project completion of November 1, 2018. This is for a road opening permit for services done at Nantucket and Calais. Vote 3:0

MS4: Nothing to report this month

SOLICITOR :

A motion was made by Kenneth Stoudt and seconded by William Klein to adopt Resolution #2018 3- adopting an employee handbook for Township employees. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to adopt Resolution #2018- 4 approving the disposition of certain records. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to adopt Resolution #2018-5 approving the revised fee schedule. Vote 3:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to adopt Ordinance #2018-1- adding a new article VII to Chapter 16 of the Code of Ordinance regarding obtaining a permit for parade, event, procession or assemblage. Vote 3:0

CODE ENFORCEMENT – report submitted by Kraft Code Services.

Mr. Stoudt stated that Kraft Code Services is doing an excellent job for the Township and their reports are great to look at and keep everything on track.

OTMA - No report

EMA COORDINATOR – Nothing to report.

POLICE COMMISSION – 2 new vehicles will be put into service in the next month or so.

PLANNING COMMISSION – minutes have been received for December.

PARK & REC– January meeting has been cancelled.

The new playground equipment at the soccer/basketball court have been installed and we just need to add the stone, fabric and mulch.

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for December in the amount of \$171,365.90. Vote 3:0

ARRO Consulting, Inc.	7,563.82
Comcast 1	807.40
Comfort Pro, Inc	1,093.00
Deluxe Business Checks and Solutions	38.14
Elite Fuel Service	3,468.21
Family Dollar	10.01
Frederick K. Hatt, Attorney-at-Law	1,490.58
H. A. Thomson Co.	2,853.00
Hartman Valeriano Magovern & Lutz P.C.	3,595.00
Hemmigs Plumbing	183.00
INTUIT	610.00
J.P.Mascaro & Sons	1,377.60
KIM BERGER	60.45
Kraft Code Services LLC	19,582.47
KUZANS HARDWARE	147.76
LIFT, Inc.	230.24
MET ED	4,374.84
Miller Municipal Supply LLC	622.20
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	67,782.53
OFFICE SERVICE CO.	63.62
Omega Systems	1,007.50
PIRMA	21,862.00
ProAsys	222.50
PSATS UC GROUP TRUST	242.05
READING EAGLE COMPANY	137.35
Reading Office Maintenance	425.00
Ready Refresh	7.98
Rhoads Energy Corporation	109.68
Rieck's Printing	85.00
SAM'S CLUB	69.10
SCHLOUCH INCORPORATED	24,608.02
Stratix Systems	1,001.52
TELCO, INC.	191.25
VERIZON	153.56
Wm. Orr & Sons, Inc.	5,975.00
	<u>172,149.38</u>

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OLD BUSINESS:

NEW BUSINESS:

The auditors increased the Roadmaster hourly rate by \$0.69 to \$17.69 an hour.

A motion was made by Gary Hadden and seconded by William Klein to increase the road crew hourly rate by \$0.50 to \$16.50 an hour. Vote 3:0

UPCOMING MEETINGS/INFO:

January 8 – 6 p.m. – NBRPD

January 9 – 7 p.m. - Rec Board

January 11 – 7 p.m. – OTMA

January 18 – 7 p.m. – Planning Commission

February 1 – 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 8:00 p.m. Vote 3:0

Respectfully

Kim Y. Berger
Secretary