

January 7, 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 – Kim Fasnacht (SSM), Damon Hall (Rutters), David Martineau (Rutters), Landon Bernheiser (GBDF), Dane Miller

A motion was made by Gary Hadden and seconded by William Klein to approve the minutes from the meeting on December 6, 2018. Vote 3:0.

An executive session was held immediately prior to this meeting to discuss possible litigation.

POLICE DEPARTMENT – no report

FIRE DEPARTMENT – no report

BUSINESS FROM FLOOR

Ms. Fasnacht, Mr. Hall, Mr. Martineau and Mr. Bernheiser were waiting for motions regarding the Rutters development..

TAX COLLECTION : A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the Tax Collector report for December as follows:

Real Estate Taxes -	\$ 1,514.71
Real Estate Interims -	\$26,296.90
Per Capita Taxes	\$ 161.00

Vote 3:0

ROADMASTERS REPORT DECEMBER 2018

FUEL USED

GMC pick up – 16.13 Diesel
GMC utility – 19.39 gal diesel
Tiger – 30.25 gal diesel

HOURS WORKED

158.75 total hours
10 hours – brush cutting along roads

WORK PREFORMED

Bring mowers from Rec A and B to shed
 Replace and install signs
 Plow, spreader and truck maintenance
 Remove mower from F-Kubota – install broom
 Remove mower from Tiger – install blower
 Pick up walk behind snow blower from Lift
 Rebuilt F mower Deck
 M2 #4 to Highland for dead battery
 Checked roads
 Cleaned up shed for mower winter storage
 Emptied all trash containers at Rec A and B
 Hired Ed Sallade as part time for snow plowing
 Cleaned up all mowers and maintenance for the winter
 60” Exmark from Rec A to Lift for starter problems
 Changed batteries on lights on Ontelaunee Drive
 Met with Anthony Rentschler regarding snow removal at pump stations

SIGNS

No Trucks – Willowcreek and Verdun Dr.
 No Trucks – Willowcreek and Nantucket Dr.
 No trucks – Willowcreek and S. Calais
 No trucks – Snyder and Calais
 Railroad sign – Heffner Lane
 Replace stop sign – Bewley and Snyder
 Replaced stop sign – Snyder and Hannibal
 Moved to not enter signs on Hannibal and Snyder
 Replaced stop sign – Leesport Ave and Berkley Park Rd.
 Replaced stop sign – Loose Lane and Kindt Corner Road
 Installed 35 mph – Slater Road
 Removed 35 mph – Slater Road
 Installed no winter maintenance – Canal Street
 Installed no winter maintenance – Ida Red Drive
 Installed S. Riverside and Pottsville Pike (struck by vehicle)
 Installed 2 red delineators on Gernants Church Road
 Replaced Ontelaunee Twp. sign – Slater Road
 Replaced No Parking/stopping sign on Ontelaunee Drive

PURCHASES & EXPENSES

Kuzan’s (Def, Hardware, Tools, bolts, nuts, misc.)	172.77
American Rock Salt	6,011.91
Lift (repairs to 60” Exmark; belt for mower; anti scalp rolls)	1,400.38
Lift (walk behind snow blower)	2,419.00
Highland (3 new batteries for M2 #4)	339.76
Bilco (sweatshirts and gloves)	400.61
Arlan Wessner (patch Ontelaunee Drive)	1,650.00

Total **\$12,394.43**

Mr. Hadden stated that in the PSATS monthly magazine it stated that the municipality must bid for maintenance contracts for road signals. Solicitor Magovern stated that since this is a specialized service you don't have too. Besides the amounts are lower than the bid requirements.

ENGINEER'S REPORT –DECEMBER 2018

1. GDBF Subdivision

A subdivision plan for the GBDF parcel (subdivision for the Rutter's facility) located at the intersection of SR 0061 and New Enterprise Drive was reviewed at the December 20, 2018 Planning Commission meeting.

Recommendation for approval of waivers and conditional plan approval of the final plan are listed on the meeting agenda.

2. Five Star International

A preliminary/final land develop plan was received and reviewed for discussion at the Ontelaunee Township Planning Commission meeting on December 20, 2019.

Recommendation for approval of waivers and conditional plan approval are listed on the meeting agenda.

3. Allan Myers Land Development

The Board of Supervisors provided conditional preliminary/final plan approval at their meeting held November 1, 2018. No additional submissions have been received to address conformance to the conditions of approval; however, a meeting is scheduled for January 8, 2019 with their consultants regarding stormwater facilities for the project.

4. Rutter's

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 project has received NPDES permit authorization. A request regarding commencing earthmoving activities for the project was received with comments being provided to the Township and Solicitor under separate cover.

5. Jurgielewicz Expansion

A Non-Residential Sanitary Sewer Questionnaire has been received for the project and is currently under review. Estimated EDU allocation requirements for the project were forwarded to the Supervisors and Attorney Magovern under separate cover.

6. 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.

Recommendation for conditional approval of the sewage facilities planning module (exemption) is listed on the meeting agenda.

7. 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.

The developer's consultant has provided a revised improvement cost estimate and the final revised plans. Revised cost estimates were provided and forward information to Attorney Magovern's office for the preparation of the required Improvement and Stormwater agreements.

8. 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.

9. 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.

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

11. **Infinity Capital Land Development Plan**

As reported last month, ARRO conducted a review of the site improvements to date. Landscape (topsoil, trees, seeding, and mulch) items are required to be installed prior to our recommendation that the project improvements have been completed. To date an escrow release has not been requested by the developer.

12. **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.

13. **Harvest Subdivision**

ARRO is currently reviewing the request for escrow reduction received from the developer on November 27, 2018. ARRO is reviewing the request and work completed since the last escrow release (and to be completed) to verify the escrow reduction request. In addition, we are conducting a review of work necessary for the correction of deficiencies identified in the driveway apron and curb ramp review for inclusion in the escrow value as well as a review of the current unit prices listed in the escrow spreadsheet.

An improvement inspection report is attached.

14. **Willow Glen**

A site report regarding swale construction to the rear of parcels along Nantucket Drive is attached.

Improvement inspection reports are attached.

15. **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.

16. 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.

17. General Engineering

- a. ARRO personnel visited the site of Leesport Borough Water Authority (LBWA) water main leaks on SR 0061 on 12/22/18 & 12/24/18. The leaks impacted the stormwater infrastructure located on SR 0061 and it was originally implied that the stormwater facilities were the responsibility of the Township. The stormwater facilities are not the responsibility of the township. Verification and confirmation from representatives of LBWA was provided to ARRO representatives that the water leaks were the cause of the problem and repair to all impacted facilities were the responsibility of LBWA.
- b. ARRO personnel continue to compile GIS mapping for the municipality and working on integrating sanitary sewer and water facilities and customer (sewer & water) information into a database. The resulting mapping will provide topographical mapping of the municipality with sanitary sewer and water lines and overlays of sewer, water and sewer/water customers.

18. Road Projects

- a. The 2018 Road Improvement Project was closed (MS-999 Approved) by the PennDOT Municipal Services Representative.

19. Water System Engineering & Reporting

- a. There are no activities to report for the period.

20. Sanitary Sewer System Engineering

- a. The second round of permit applications was received, and a finalized list will be sent to the Township for review and discussion at next month's meeting.
- b. ARRO personnel investigated the conditions of the manhole in question during a recent rain event. The improved infiltration conditions remain. Additional communications will occur with the owner. If no improvements are made by next month's meeting, ARRO will forward correspondence to the Leesport Farmers Market regarding the issue.
- c. We are currently reviewing the proposed revisions to the Maiden Creek Township Authority IMA, specifically but not limited to the financial ramifications of EDU based versus water consumption based billing.
- d. The replacement flow tube for the PS #6 flow meter was delivered to the Township for installation by Chris Hemmig on December 17, 2018. Once the flow tube is installed JS

Instrumentation will install the electronic components and the relocation of the noted components.

- e. ARRO will provide updates for the Rules & Regulations to Attorney Magovern's office.

21. 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. Emergency Maintenance Services conducted the maintenance activities at PS #1 & PS #3 on January 4, 2019 as authorized at the December 6, 2018 Supervisors meeting.
- c. ARRO personnel responded to a reported sanitary sewer blockage on Leesport Avenue. The cause was a blockage in the customers lateral.
- d. Kraft Code Services and ARRO personnel visited 5309/5311 Pottsville Pike regarding a sanitary sewer overflow on the parcel. We will forward results of the site visit under separate cover.
- e. Tributary Chapter 94 Reporting information requests for Ontelaunee Township were received from Maiden creek Township Authority and Leesport Borough Authority. ARRO will prepare the tributary Chapter 94 report and forward to the respective Authority consultant and Ontelaunee Township.

A motion was made by Gary Hadden and seconded by William Klein to acknowledge earthmoving activities commencing on the proposed Rutter's site as approved by their NPDES permit. However, this acknowledgement in no way implies that that all conditions of land development approval provided by the Board of Supervisors on December 6, 2018, including but not limited to outside agency approvals and approvals for easements and right-of-ways have been or can be met by the developer. Vote 3:0

Discussion was held regarding some issues that were raised at the last meeting regarding the homes on Nantucket that back up to properties along Snyder Road. After some research it was discovered that some of the homes on Nantucket were to have rain gardens installed however, it was not done. Therefore, a motion was made by Gary Hadden and seconded by William Klein authorizing Arro Consulting to contact Forino regarding the deficiencies and issues regarding rain gardens on Nantucket Drive. Vote 3:0

WATER: December report was submitted

Discussion was held regarding the Leesport water main break on Route 61. This break had nothing to do with Ontelaunee even though it was in the township. The break was completely Leesport's problem, even though the township did send our engineer out to the sight on numerous occasions due to some issues that Leesport was indicating were the Township's responsibility. That being said, a motion was made by Gary Hadden and seconded by Kenneth Stoudt to bill Leesport for the Solicitor and Engineers time . Vote 3:0

SEWER:

A motion was made by Gary Hadden and seconded by William Klein to contract with Yellow Rose Enterprises, LLC to clear the pump stations of snow after 4 inches per snow event at a cost of \$350 per snow event on a graduated scale based on snowfall. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve the Sewage Facilities Planning Module for UGI – Berks Mechanical contingent on receipt of the treatment capacity allocation from the Maiden Creek Township Authority and resolution of additional EDU's required for the site. Vote 3:0

Regarding this UGI-Berkshire Mechanical, discussion was held regarding the number of EDUS and if the property had still retained their one EDU from when the home was demolished. It is our understanding that they currently have one and that they need 5 more.

MS4: Nothing to report

SOLICITOR :

A motion was made by Gary Hadden and seconded by William Klein to adopt Ordinance #2019-1 disbanding, abolishing and terminating the Township Recreation Board. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to adopt Resolution #2019-3, amending, restating and reaffirming the Omnibus fee resolution for public water and sewer service. Vote 3:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve Forino third request for the reduction of escrow funds for work completed in the Harvest under Letter of Credit #540001853 in the amount of \$16,100.00. Vote 3:0

CODE ENFORCEMENT – report submitted by Kraft Code Services.

EMA COORDINATOR –

Emergency management training for elected Officials – January 30, 2019 from 8 a.m. to 10:00 a.m.

POLICE COMMISSION – Mr. Hadden reported two new officers started today.

PLANNING COMMISSION –

M & G Realty Subdivision (Rutters)

On the recommendation of the Planning Commission, a motion was made by Kenneth Stoudt and seconded by Gary Hadden to grant waivers as follows: Sec. 3.02 (Preliminary plan submission), Sec.4.22 (Site Context Map), Section 4.23 (Resources and Site Analysis), Section 4.2451 &4.351908(Steep Slope Analysis), Section 4.3520 - Wetlands. Vote 3:0

On the recommendation of the Planning Commission a motion was made by Kenneth Stoudt and seconded by William Klein to grant conditional final plan approval based on satisfying the requirements of ARRO review correspondence dated 12-19-18. Vote 3:0

5 Star International

On the recommendation of the Planning Commission, a motion was made by Gary Hadden and seconded by William Klein to grant a waiver for Section 3.02 (Preliminary plan submission) Section 5.2141(Curbing and Sidewalk), Section 5.882(Including 5.8821- Utility impact study, 5.8822 - Fiscal Impact Study, 5.8823 - Environmental Impact Study, 5.8824 - Hydrological Impact Study, and 5.8825 - Steep Slope Analysis) and Section 307 of SWM Ordinance (Use of SCS Method for steam bank erosion). Vote 3:0

On the recommendation of the Planning Commission, a motion was made by Kenneth Stoudt and seconded by Gary Hadden to grant conditional final plan approval based on satisfying the requirements of ARRO review correspondence dated 11-14-18. Vote 3:0

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for December in the amount of \$182,029.52 Vote 3:0

Arlan R. Wessner, Inc.	1,650.00
ARRO Consulting, Inc.	14,162.45
Batteries + Bulbs	109.58
Berks County Conservation District	25.00
Berks Court Reporting Service	200.00
Bilco Safety Products, Inc	400.61
Brittney Hadden	1,600.00
Cable Services Company	1,976.77
Comcast 1	265.36
Deluxe Business Checks and Solutions	34.97
Elite Fuel Service	3,938.08
Frederick K. Hatt, Attorney-at-Law	2,916.60
H. A. Thomson Co.	302.00
Hartman Valeriano Magovern & Lutz P.C.	5,037.44
Highland Auto & Truck Repair	339.76
J.P.Mascaro & Sons	650.00
JB Environmental Services LLC	202.50
Kraft Code Services LLC	5,745.27
LIFT, Inc.	1,400.38
MET ED	4,320.85
Miller Municipal Supply LLC	797.50
Nester's Sanitation Inc.	98.00
New Enterprise Stone & Lime Co	34,656.30

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NORTHERN BERKS REGIONAL POLICE DEPT.	69,152.82
OFFICE SERVICE CO.	15.00
Omega Systems	1,788.00
ProAsys	228.75
PSATS	854.00
READING EAGLE COMPANY	1,683.90
Reading Office Maintenance	170.00
Ready Refresh	7.98
Rhoads Energy Corporation	558.65
Stichter Sharpening & Custom Machining	168.00
Tom Masano Ford, Inc.	26,249.00
VERIZON	178.80
W. B. Mason Co. Inc.	121.96
Woodland Manufacturing	23.24
	<u>182,029.52</u>

A motion was made by Gary Hadden and seconded by William Klein to approve total Water and Sewer expenditures for December in the amount of \$93,877.46. Vote 3:0

Water Expenditures \$61,270.44
Sewer Expenditures \$32,607.02

Del Valley Finance Authority (Del Val)	-780.00
Del Valley Finance Authority (Del Val)	-2,728.80
Hemmig's Plumbing	-8,409.00
Met Ed	-1,084.88
MJ Reider	-300.00
Office Service Company	-137.54
Ontelaunee Township	-3,340.18
Aquaflow Pump & Supply Co.	-1,650.00
Exeter Supply Co, Inc	-907.00
HVM	-1,078.64
Office Service Company	-444.04
Ontelaunee Township	17,499.34
Reading Area Water Authority	23,620.87
ARRO	-6,244.44
Exeter Supply Co, Inc	14,518.00
Kelly Burdick	-32.79
Kline's Services	-2,037.42
MJ Reider	-290.00
OmniSite	-1,800.00
Ontelaunee Township	-3,195.34

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Purchase Power	-503.50
Ontelaunee Township	-3,275.68

TOTAL	93,877.46
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WATER	61,270.44
SEWER	32,607.02

OLD BUSINESS:

NEW BUSINESS:

The Auditors increased the Roadmaster hourly rate to \$19.00.

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to increase the hourly wage for a road crew employee by 50 cents per hour. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to increase the Secretary/Treasurer hourly rate to \$26 per hour. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to increase the part-time water and sewer clerk to \$25.50 per hour. Vote 3:0

UPCOMING MEETINGS/INFO:

January 14 – 6 p.m. – NBRPD
January 17 – 7 p.m. – Planning Commission
February 7 – 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 8:15 p.m. Vote 3:0

Respectfully
Kim Y. Berger, Secretary