

July 2, 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 Vice-Board Chairman William Klein, in the Ontelaunee Township building, with Board Supervisor Gary Hadden present.

Additional Meeting Attendees: Bethany Auman, Solicitor
William McMullen, Engineer
Kim Y. Berger, Secretary

Visitors- No Visitors

A motion was made by Gary Hadden and seconded by William Klein to approve the minutes from the regular meeting on June 6, 2019. Vote 2:0.

An executive session was held June 28, 2019 to discuss possible litigation.

POLICE DEPARTMENT – May Report

FIRE DEPARTMENT – June report

BUSINESS FROM FLOOR – No one present

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

Real Estate Taxes -	\$38,333.84
Real Estate Interims -	\$ 448.20
Street Light Tax -	\$ 90.00

Vote 2:0

ROADMASTERS REPORT JUNE 2019

FUEL USED

Cans – unleaded – 50.50 gal
GMC pick up – diesel – 23.06 gal
Ford Pick up – unleaded – 16.57gal
Tiger – diesel – 61.07 gal

HOURS WORKED

210.25 total hours
12.5 twp. building hours
37.5 hrs at Rec Areas
133.75 mowing along roads

WORK PREFORMED

Mowed at township building
Mowed along roads
Mowed at parks
Mowed sewer pumping stations
Mowed State roads as per contract
Drug ballfield as needed
Replaced batteries in lights on ontelaunee Drive
Empty trash at Rec A from rentals
Trimmed bushes Heffner Lane and Snyder Road
Took brush to Dauberville
Filled gas cans several times
Maintenance on mowers and Tiger
Changed runners on Tiger
Met with Hank Koch on Margaret Road
Met with bill from Wessner on Willow Creek Road grading
Sprayed along roads
Barricaded Leesport Ave/ E. Huller/ Snyder Road for Flooding

SIGNS

Replaced 25 mph sign – Willow Creek Road
Replaced delineator – Ontelaunee Drive
Installed delineator 200 block of Kerns Road

PURCHASES & EXPENSES

Kuzan’s (supplies for June)	429.90
Millers Lawnmower (weedwacker string)	14.00
Batteries and Bulbs (15 – 6 volt batteries)	91.45
Lowes (Round up and ground clear)	156.78
Total	692.13

Roadmaster Kenneth Stoudt

A motion was made by Gary Hadden and seconded by William Klein to proceed with the line painting thru the Berks County COOP at the roadmasters discretion. The Single yellow line that was listed on the report needs to be evaluated to change to a double yellow line. Vote 2:0

ENGINEER’S REPORT – JUNE 2019

1. Rutter’s

ARRO personnel have been conducting inspections of site improvements to be offered for dedication to the Township as well as periodic inspections of on-site improvement installations.

2. Willow Glen

Maps depicting dedicated roadways have been provided to the Township under separate cover.

3. Beechwood Subdivision

July 2, 2019

The developer and their consultant provided as-built plans and dedication documents for Beechwood Drive to the Township. ARRO provided comments regarding variations of the descriptions received for Beechwood Drive to the developer, their consultant and the Township under separate cover.

Revised dedication documents have not been received from the developer.

4. 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 from the developer and are currently being reviewed by ARRO personnel. A review correspondence will be provided to the developer, their consultant and the Township.

5. Five Star International

The final 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.

We forwarded, under separate cover, the developers legal counsel correspondence regarding the calculation of EDU's for the project.

A Sewage Facilities Planning Module Exemption Request has been provided by the developer's consultant. We recommend the Board of Supervisors approve the Sewage Facilities Planning Module Exemption Request.

UGI – Temple LNG Parking Land Development Plan

Plans and documents to meet the final condition correspondence provided to the developer by ARRO on June 9, 2017 have been received. The Supervisors granted conditional approval on December 1, 2016.

Revised plans were received for review with an escrow estimate being forwarded to Attorney Magovern's office for preparation of an Improvement Agreement and Stormwater Maintenance Agreement. Attorney Magovern's office discovered that UGI has consolidated parcels not previously indicated to be consolidated requiring the resubmittal of plans for the project prior to drafting the final agreements.

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.

The submission for the UGI – Temple LNG Parking Land Development Plan prompted contacts with the developer’s consultant regarding parcel consolidations that occurred that are not referenced on the plan.

The Sewage Facilities Planning Module Exemption was approved by PADEP on May 1, 2019.

7. **Ashley Furniture Land Development Plan**

The Township has been informed that the Letter of Credit (LOC) for the project will expire and not be renewed as of July 11, 2019. Although we were waiting for a representative of Ashley Furniture to contact us, ARRO personnel will schedule a final inspection to confirm non-renewal of the LOC is satisfactory.

Pursuant to the Improvement Agreement a maintenance security equal to 15% of the improvement costs is required to be provided by the developer. This requirement should be discussed further with the Township and Attorney Magovern’s office.

8. **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.

We received additional information from the developer’s consultant regarding the proposed flow meter to be used and a requested revision to the Sewer Capacity Agreement. The information was forwarded for review to the Township, Attorney Magovern and ARRO Operations/Sanitary Engineer under separate cover.

9. **Berman Freight Land Development Plan**

A meeting occurred with Berman Freight representatives regarding proposed expansion of their facility (building additions and additional parking areas). It is anticipated that a Land Development Plan will be submitted in the near future for the project.

The following subdivision/land development plans remain active (Items #11 through #15); however, there is no activity since our last report.

10. **Brassler 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.

11. 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.

12. 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 the 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.

13. 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.

14. 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.

15. General Engineering

Updated GIS datasets have been returned to the Township. ARRO will produce new sanitary sewer and water distribution wall maps at the Township's instruction.

16. Road Projects

- a. Bid results for the from PennBID to replace the crosspipe on Gernants Church Road and to install inlets and pipe to the inlet installed during the 2018 Road Project will be provided to the Supervisors.
- b. ARRO personnel reviewed Orchard Lane with Supervisor Stoudt. Capacities of the existing swales (due to sediment and vegetation), the removal of swales and the capacity of the pipes under the railroad bed appear to be attributing to stormwater not being conveyed properly.
- c. ARRO is providing the grading plan and scope of work for Willow Creek Road to the Township in order to obtain quotes for project completion.

17. Water System Engineering & Reporting

- a. ARRO is preparing the Consumer Confidence Report for submission to the Township the week of June 10th.
- b. ARRO will begin discussions with the Ontelaunee Township staff and water system operator regarding moving forward with preparation of the CMP by ARRO. The CMP is due for submittal to PADEP on or prior to August 19, 2019.

19. Sanitary Sewer System Engineering

- a. ARRO personnel and Attorney Magovern's office have exchanged information pertaining to the appeal of Ashley Furniture Industries, Inc. appeal regarding their industrial discharge permit (#20-2019).

A proposed revised scope of testing will be provided to the Township for review that will reduce requirements of facilities only discharging wastewater with domestic wastewater characteristics.

- b. 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. Services/activities were conducted identified under the Routine Operations scope of services outline in the Professional Services Agreement between Ontelaunee Township and ARRO.
- b. ARRO personnel responded to a reported low pressure sewer leak at 1065 Heffner Lane. The leak was noted as being the responsibility of the property owner (on the house side of the check valve). ARRO personnel provided a synopsis of the investigation to date under separate cover. Due to the lack of a repair to the discharge we recommend a formal Notice of Violation be forwarded to the parcel owner.

July 2, 2019

- c. The individual OmniSite account for PS #6 was established and the flow meter and OmniSite cross connection is complete. ARRO personnel will provide MTA with the necessary information to retrieve flow data from the OmniSite for PS #6.
- d. ARRO is continuing to communicate with PADEP directly, as requested by the LBA consultant, regarding additional information regarding the dual run events at PS #7 in 2018.
- e. Emergency fuel levels at a number of pump stations are at or below a favorable level and we will be coordinating bringing the fuel levels to full capacity.
- f. ARRO will be presenting quotes to the Supervisors for the removal of accumulated grease/grit and cleaning the pump station wet wells.

A motion was made by Gary Hadden and seconded by William Kline to approve the proposal from Klines to clean the wet wells at the pumping stations at a cost of \$4,295.00. Vote 2:0

A motion was made by Gary Hadden and seconded by William Klein approving the payment to Maiden creek Township Authority in the amount of \$92,606.84 for capital contribution to the Phosphorus project as stipulated in the agreement. Vote 2:0

WATER: June report was submitted

MS4: The PRP (Pollution Reduction plan) will be discussed at the August 1, 2019 meeting as well as the illicit discharge.

SOLICITOR :

A motion was made by Gary Hadden and seconded by William Klein to approve Ordinance #2019-3, the Fireworks Ordinance. Vote 2:0

CODE ENFORCEMENT – report submitted by Kraft Code Services.

EMA COORDINATOR –.No report

POLICE COMMISSION – Mr. Hadden stated that police contract negotiations continue

PLANNING COMMISSION –

On the recommendation of the Planning Commission, a motion was made by Gary Hadden and seconded by William Klein to grant a waiver of Section 3.02 Separate Preliminary Plan submission for Horwith Trucking (Berman Freightliner). Vote 2:0

On the recommendation of the Planning Commission, a motion was made by Gary Hadden and seconded by William Klein to grant Conditional final plan approval based on satisfying the requirement of comments letter dated June 19, 2019 by ARRO to Horwith Trucking. Vote 2:0

July 2, 2019

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for June in the amount of \$232,565.82 Vote 2:0

General expenditures - \$186,253.22
Water Expenditures - \$ 33,576.09
Sewer Expenditures - \$ 12,736.51

ARRO Consulting, Inc.:	12,411.14
Batteries + Bulbs:	91.45
Berks Court Reporting Service:	260
Brian's Window Cleaning:	450
Comcast 1:	268.42
COUNTY PLUMBING & ELECTRIC:	103.17
Delaware Valley Regional Finance Authori:	3,508.80
Elite Fuel Service, LLC:	1,427.41
Exeter Supply Co, Inc:	4,230.00
Frederick K. Hatt, Attorney-at-Law:	1,439.95
Hartman Valeriano Magovern & Lutz P.C.:	7,062.00
Hemmigs Plumbing:	3,820.00
J.C.EHRLICH:	402
J.P.Mascaro & Sons:	682.5
KIM BERGER:	13.44
Kraft Code Services LLC:	26,556.21
KUZANS HARDWARE:	213.09
Lowes Home Centers:	156.78
M.J. Reider Associates Inc:	730
Met Ed:	4,328.70
MILLERS LAWNMOWER SERVICE:	14
Nester's Sanitation Inc.:	98
NORTHERN BERKS REGIONAL POLICE DEPT.:	137,468.48
Omega Systems:	95.8
Pitney Bowes:	180.66
ProAsys:	235
Purchase Power:	503.5
Reading Area Water Authority:	22,392.29
Reading Office Maintenance:	255
Ready Refresh:	7.98
Rhoads Energy Corporation:	465.74
T. M. Bailey Services, LLC:	170
TELCO, INC.:	1,943.40
W. B. Mason Co. Inc.:	580.91
TOTAL	232,565.82

July 2, 2019

OLD BUSINESS: Nothing

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by William Klein to approve the Block party on July 20, 2019 on Katylyn Drive. Vote 2:0

UPCOMING MEETINGS/INFO:

July 8 – 6:30 p.m. – NBRPD
July 18 – 7 p.m. – Planning Commission
August 1 – 7 p.m. - Board of Supervisors meeting

ADJOURNMENT

A motion was made by William Klein and seconded by Gary Hadden to adjourn the monthly meeting at 7:50 p.m. Vote 2:0

An executive session was held from 7:50 pm. To 8:45 pm to discuss potential litigation. No action was required.

Respectfully

Kim Y. Berger, Secretary