

May 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 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 – Kenneth Quell (Fire Chief), Dane Miller

A motion was made by Gary Hadden and seconded by William Klein to approve the minutes from the regular meeting on April 4, 2019. Vote 3:0.

POLICE DEPARTMENT – April report

FIRE DEPARTMENT – no report

BUSINESS FROM FLOOR -

Mr. Dane Miller report that the school will be hiring their on school police officer and will not be asking for a school resource officer.

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

Real Estate Taxes -	\$227,613.27
Real Estate Interims -	\$ 4,597.20

Vote 3:0

ROADMASTERS REPORT APRIL 2019

FUEL USED

41.255 regular gas

HOURS WORKED

203.50 total hours
16.25 twp. building hours
50.25 hrs at Rec Areas

WORK PREFORMED

Maintenance to plows and spreaders
Took off all plows and spreaders for storage
Washed trucks, spreaders and tractor
Mowed at township building
Mowed Rec A & B

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Collected trash at Rec A & B
Swept shop and shed
All mowers serviced at Lift
Exmark 60 and Exmark 72 taken to Rec A and B
JD Zero and Kubota mower serviced here
Cleaned up leaves at township building
Patched Belleman's Church Rd. and Rt. 61/Willowcreek Rd/Snyder at Berkley Road
Swept off Dries Bridge, Bowers Bridge and Willowcreek Bridge
Mowed along Roads
Drug Ballfield 2 times
Picked up weed killer and trailer for road crew
Bill, Gary and I attended convention at Hershey
Had Straub move all mailboxes to front of building
Met with Brian Hassinger of SSM at RAWA about temporary water line
Me with Ronnie Mohl for trimming branches for cameras on E. Huller Lane.
Made up new sewer pump station signs

SIGNS

Replaced temporary stop at Rt. 73 and Ontelaunee Drive
Replaced object warning sign at Dries Bridge

PURCHASES & EXPENSES

Kuzan's (supplies for April)	294.66
Lift (air filter, oil, service and maintenance of tractors)	1,090.06
Lowe's (patch)	126.88
Tractor Supply (round up)	377.31
Straub (move mailbox)	300.00
Spayds (mulch Rec A)	7,500.00
EM Kutz (mushroom shoes and bolts)	582.56
EM Kutz (barbide edge)	680.00
Total	\$10,951.47

Roadmaster

Kenneth Stoudt

ENGINEER'S REPORT – APRIL 2019

1. Rutter's

All conditions of final plan approval have been met with the final being the receipt of executed Improvement and Stormwater Management Agreements and bond. The plans can now be signed by the Planning Commission and Board of Supervisors and released to the developer for recording.

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. Harvest Subdivision

Attorney Magovern's correspondence to the developer regarding escrow revisions necessary for the correction of identified deficiencies was provided to the Township under separate cover.

3. **Willow Glen**

An improvement inspection report is attached.

4. **Beechwood Subdivision**

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.

The following subdivision/land development plans remain active (Items #5 through #15); however, there is no activity since our last report.

5. **Five Star International**

The 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.

The developer has requested capacity information required for a future Component 3 Sewage Facilities Planning Module submission.

6. **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 and a review correspondence provided to the developer.

7. **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.

8. **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 allocation correspondence of MTA was received. We recommend approval of the invoice provided by MTA totaling \$1,681.96 representing sewer charges not invoiced by or reported to MTA for the project site.

The sewage facilities planning module (exemption) was forwarded to PADEP on April 2, 2019.

A sewer capacity agreement was provided by Attorney Magovern's office and forwarded to the developer's consultant on January 16, 2019.

9. 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.

10. 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.

11. 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.

12. 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 received inquiries from the developer's consultant indicating the project is now moving forward.

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. 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.

16. General Engineering

ArcGIS Online has now been activated and ARRO personnel will be returning a new dataset to the Township in May with some updates.

17. Road Projects

- a. Documents for bidding through PennBid to replace the crosspipe on Gernants Church Road and to install inlets and pipe to the inlet installed during the 2018 Road Project have been prepared. The documents were forwarded to the PennDOT Municipal Services representative for approval; however, we did not receive approval (or denial) of the project in time for bid opening at the May Supervisors meeting. We have now received verbal approval from the PennDOT representative and the tentative bid due date now on PennBid is (approximately 2:00 p.m.) prior to the June 6, 2019 Supervisors meeting.
- b. ARRO will provide the grading plan and scope of work for Willow Creek Road to the Township in the coming weeks in order to obtain quotes for project completion in the spring.

18. Water System Engineering & Reporting

- a. ARRO is preparing the Consumer Confidence Report and has completed the Water Allocation Permit and reporting documents.

- b. The requirement for a Comprehensive Monitoring Plan (CMP) was forwarded to the Township and water system operator. Unless otherwise directed, we will begin discussions with the Ontelaunee Township staff and water system operator regarding moving forward with preparation of the CMP by ARRO.

19. Sanitary Sewer System Engineering

- a. Ashley Furniture Industries, Inc. has filed an appeal to their industrial discharge permit (#20–2019). ARRO personnel and Attorney Magovern’s office are exchanging information pertaining to the appeal.
- 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.

ARRO will be presenting an extension to the Professional Services Agreement for operations to the Board of Supervisors for their approval. The extension to the existing Professional Services Agreement will reflect an increase of \$115.00 per month (from \$3,710.00 to \$3,825.00 per month).

- 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 are scheduled to verify the leak has been resolved on May 1, 2019.
- c. The individual Omnisite account for PS #6 was established. Envirep and JS Instrumentation attempted the connection of the new flow meter to the Omnisite. However, the OmniSite is incapable of receiving the connection from the new meter. The indicated connection is not applicable to the OmniSite as PS #6 and a different communication card must be placed in the meter. The pulse signal card has a cost of \$740.00 with an installation cost of \$940.00. This option was an upgrade at the time of purchasing the meter thought not to be required. Once this work is complete and the operation verified, MTA can be provided the log in and password information for PS #6 to review daily.

We request authorization to proceed with the purchase and installation of the pulse signal card for PS #6.

- d. Approval of the MTA Chapter 94 by PADEP was received.
- e. Approval of the LBA Chapter 94 Report was received with removal of the CAP by PADEP noted in the correspondence. Sewage Facility Planning Exemptions can now be considered.

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PADEP has requested additional information be provided to LBA to document the dual run events were in fact during abnormal rain events reported by Ontelaunee Township at pump stations in the LBA service area in 2018. ARRO will provide the information to LBA's consultant as requested.

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to authorize proceeding with the purchase and installation of the pulse signal card for Pump Station #6 at a cost of \$940.00. Vote: 3:0

WATER: March report was submitted

MS4: Nothing to report.

SOLICITOR :

Solicitor Magovern stated that she has been in contact with the representative from P3 Towers regarding the possible placement of a tower on Ontelaunee property.

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to authorize the Solicitor to give a proposal to P3 Towers for a monthly base rent and additional rent for each company locating their service on the tower. Vote 3:0

CODE ENFORCEMENT – report submitted by Kraft Code Services.

EMA COORDINATOR – Meeting being held 5/11 at 9 a.m. regarding a dam breach

Mr. Miller contacted the Corp of Engineers regarding the Kernville Dam. There should be little to no impact if that dam should be removed.

Mr. Miller contact the US Geological regarding the blasting of New enterprise - have not received an answer yet.

Mr. Miller stated that there will be a First responders program on May 25 at the Leesport Market

POLICE COMMISSION – Mr. Hadden stated that there are a lot of issues going on right now. Contract negotiations will be starting soon.

PLANNING COMMISSION – No meeting held in April

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for April in the amount of \$359,760.89 Vote 3:0

General expenditures - \$ 257,090.11
Water Expenditures - \$ 36,662.28
Sewer Expenditures - \$ 66,008.50

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GENERAL ACCOUNT

Xpress Bill Pay	210.60
SAM'S CLUB	36.39
Ready Refresh	7.98
Met Ed	3,502.21
Met Ed	468.11
Met Ed	267.96
Lowes Home Centers	126.88
Comfort Inn at the Park	416.25
Tractor Supply Co.	296.77
Comcast 1	268.41
Tractor Supply Co.	80.54
Brittney Hadden	55.00
POSTMASTER	112.01
POSTMASTER	153.34
POSTMASTER	55.00
Berks Co. Solid Waste Authority	250.00
E.M.KUTZ, INC.	680.00
E.M.KUTZ, INC.	582.56
Frederick K. Hatt, Attorney-at-Law	175.00
Hartman Valeriano Magovern & Lutz P.C.	759.00
Hartman Valeriano Magovern & Lutz P.C.	4.04
Hartman Valeriano Magovern & Lutz P.C.	33.00
Hartman Valeriano Magovern & Lutz P.C.	40.18
Hartman Valeriano Magovern & Lutz P.C.	2.59
Hartman Valeriano Magovern & Lutz P.C.	297.00
Hartman Valeriano Magovern & Lutz P.C.	1,871.91
Hartman Valeriano Magovern & Lutz P.C.	33.00
Hartman Valeriano Magovern & Lutz P.C.	1,150.50
JB Environmental Services LLC	195.00
Kraft Code Services LLC	8,510.50
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	68,734.24
READING EAGLE COMPANY	299.05
Rhoads Energy Corporation	386.31
Rieck's Printing	1,380.00
TELCO, INC.	567.00
VERIZON	89.50
H. A. Thomson Co.	884.00
J.C.EHRLICH	286.00
J.C.EHRLICH	260.00
J.C.EHRLICH	585.00
J.C.EHRLICH	745.00

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J.P.Mascaro & Sons	650.00
KUZANS HARDWARE	79.12
LIFT, Inc.	498.23
LIFT, Inc.	143.93
Long, Barrell & Co., LTD.	347.94
OFFICE SERVICE CO.	5.90
OFFICE SERVICE CO.	34.58
Rieck's Printing	1,430.00
Straub Roofing & Concrete Inc.	300.00
T. M. Bailey Services, LLC	85.00
W. B. Mason Co. Inc.	176.68
W. B. Mason Co. Inc.	18.39
ARRO Consulting, Inc.	527.26
ARRO Consulting, Inc.	220.00
ARRO Consulting, Inc.	767.50
ARRO Consulting, Inc.	2,551.04
ARRO Consulting, Inc.	120.50
ARRO Consulting, Inc.	236.00
ARRO Consulting, Inc.	110.00
ARRO Consulting, Inc.	632.50
ARRO Consulting, Inc.	1,646.07
ARRO Consulting, Inc.	254.46
ARRO Consulting, Inc.	349.00
Comfort Pro, Inc	109.00
Kenneth M.STOUDT	130.90
LIFT, Inc.	34.85
LIFT, Inc.	413.05
OFFICE SERVICE CO.	23.72
Pioneer Pole Buildings, Inc.	1,500.00
SOS Business Machines	1,950.00
Spayds Greenhouses, Nursery & Floral	7,500.00
TompkinsVIST Bank	108,000.00
TompkinsVIST Bank	31,137.50
W. B. Mason Co. Inc.	56.79
William Klein	94.37
TOTAL	257,090.11

SEWER FUND

Delaware Valley Regional Finance Authori	780.00
Hartman Valeriano Magovern & Lutz P.C.	2,421.99
Hemmigs Plumbing	875.00
Leesport Borough Authority	51,085.44
MET ED	1,698.55

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PA. UC FUND	474.00
ARRO Consulting, Inc.	1,068.04
ARRO Consulting, Inc.	3,710.00
ARRO Consulting, Inc.	248.16
ARRO Consulting, Inc.	1,050.64
ARRO Consulting, Inc.	912.79
Envirep Inc	708.89
SOS Business Machines	975.00
TOTAL	66,008.50

WATER FUND	
Delaware Valley Regional Finance Authori	2,728.80
Hemmigs Plumbing	2,000.00
Hemmigs Plumbing	875.00
Hemmigs Plumbing	910.00
Borough of Leesport	3,068.33
PA. UC FUND	474.00
Reading Area Water Authority	20,118.11
ARRO Consulting, Inc.	1,223.04
COMMONWEALTH OF PA	4,000.00
M.J. Reider Associates Inc	290.00
SOS Business Machines	975.00
TOTAL	36,662.28

GRAND TOTAL	359,760.89
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OLD BUSINESS:

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to ratify the execution of the Rutter’s Improvements agreement and stormwater agreement and the execution of the plans. Vote 3:0

NEW BUSINESS:

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the replacement of the UPS unit in the controller cabinet of the traffic signal at Route 61 and Energy Drive at a cost of \$2,451.57. Vote 3:0

UPCOMING MEETINGS/INFO:

May 13 – 6:30 p.m. – NBRPD
May 16 – 7 p.m. – Planning Commission
June 6 – 7 p.m. - Board of Supervisors meeting

An executive session was held from 8:05 p.m. to 8:55 p.m. to discuss possible litigation.

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ADJOURNMENT

A motion was made by Gary Hadden and seconded by William Klein to adjourn the monthly meeting at 8:57 p.m. Vote 3:0

Respectfully

Kim Y. Berger, Secretary