

November 1, 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
Jason Holmgren, Zoning Officer
Kim Y. Berger, Secretary

Visitors – Kenny Quell, Dane Miller, Jim Williams, Stephen Glascoe, Linda Glascoe, Justin Sterner, Megan Bermudez, Gayle Werner, Solomon Lausch, Ray Torres, Shirley Leone, Janice Heffner, Kasia Azzolina, Anthony Foscone Sr., Jason Gilmer, Kathleen Murray, Bryan Hayward, Nathan Baron, Landon Bernheiser

A motion was made by Gary Hadden and seconded by William Klein to approve the minutes from the meeting on October 4, 2018 and special meeting of October 11, 2018. Vote 3:0.

POLICE DEPARTMENT –September Report was presented

FIRE DEPARTMENT – No report was presented

BUSINESS FROM FLOOR

There were numerous residents at the meeting to ask some questions regarding the Allan Myers asphalt plant that is proposed on Leesport Avenue.

Their concerns are the noise, the smell and truck traffic that could impact the Willow Glen development.

The supervisors understood their concerns and are empathetic to their positions, however, the site for the plant is in an industrial district and the development is meeting all zoning regulations.

As far as the noise and light issues, the township does have ordinances that the plant will have to adhere to. In addition, as far as the smell is concerned, this development will be regulated by the State and Federal government and will have to adhere to their policies as well. It was stated that the lighting for the asphalt plant will be lower than the lighting that is currently at the UGI plant.

The Supervisors will be taking a tour of the state of the art plant in Paradise, Lancaster County. This plant in Lancaster County will be the model that the plant in Ontelaunee will be modeled after.

One of the residents was also concerned about the truck traffic driving thru the development.

The township will post some signs that there is no truck traffic except local deliveries. In order to enforce it, the Township will have to create an ordinance.

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Solicitor Magovern stated that there is a County comprehensive plan that was developed and anyone is welcome to come to the office and review it.

Solomon Lausch – Library representative, was present to thank the supervisors for their support of the Library and to ask again for support for 2019.

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

Real Estate Taxes -	\$ 600.99
Real Estate Interims -	\$2,013.88
Per Capita Taxes	\$ 175.00

Vote 3:0

ROADMASTERS REPORT OCTOBER 2018

FUEL USED

GMC pick up – 27.55 Diesel
Gas cans – 29.51 Unleaded gas
Tiger – 53.48 Diesel

HOURS WORKED

230.5 total hours
47 hours Rec A & B
25.25 Twp. building

WORK PREFORMED

Mowed at the Township building
Mowed Rec A & B
Mowed along roads and intersections
Mowed sewer pump stations
Picked up tires along roads
Picked up trash from Rec A & B
Exmark to Lift for oil/filter change and reset computer
Met with Bill & New enterprise on Gernants Church Road
Mowed soccer field – 3 extra times
Equipment maintenance on tiger
Stephenson replaced broken hydraulic hose on Tiger
Changed blades on ExMark at Rec B
Replaced signs on Geiger's Hill
Wessner fixed washout at Berkley Park Road
Wesner finished walkway at Rec
Tiger to Stephenson equipment for heater and A/C
Planted mums at sign and front of office and mulched
Working on 2 GMC fuel tanks – remove rust and paint
Howard mower to Lift to repair
Picked up parts at Ag Industrial
Exmark at Rec B to Lift

SIGNS ERECTED OR REPLACED

Installed two – 20 mph advisory signs
Reinstalled be prepared to stop

Replaced stop sign and post (2 times)
Installed new slippery when wet
Installed trailer drive sign & post
Replaced Birch Lane sign
Fixed Snyder Road and Heffner Lane sign
Installed yellow delineator on Berkley Park Road
Installed fire hydrant marker on Hafer Drive
Installed delineator Berkley Park Road

PURCHASES & EXPENSES

Kuzan's (invoices for October)	244.97
Kantner's tires (remove rims from 6 tires)	15.00
NAPA (fan belt for tiger)	13.10
Bilco (ear plugs)	24.62
AG Industrial (oil, blades, bolts, nuts)	743.70
Miller Municipal (signs)	435.80
Lift (oil and filter change and reset computer, repair mower)	453.61
Stephenson (replace hydraulic hose – Tiger)	1,314.53
Wesner, Arlan (repair catch basin, Berkley Park)	3,905.00
Total	\$7,150.33

Roadmaster

Kenneth Stoudt

ENGINEER'S REPORT – OCTOBER 2018

1. Five Star International

A preliminary/final land develop plan has been received for review at the Ontelaunee Township Planning Commission meeting scheduled for November 15, 2018. Action on this plan is due on or before February 12, 2019 by the Ontelaunee Township Board of Supervisors.

2. Allan Myers Land Development

A preliminary/final land develop plan was conditionally approved at the Ontelaunee Township Planning Commission meeting held October 18, 2018.

Recommended action regarding the Supervisors conditional approval of the plan is listed on the meeting agenda.

3. Rutter's

The preliminary/final plan submission was reviewed and tabled at the September 20, 2018 Planning Commission meeting. A revised plan was received and will be reviewed at the November 15, 2018 Planning Commission meeting. Action on this plan is due on or before December 18, 2018 by the Ontelaunee Township Board of Supervisors.

Recommendation for approval of the Sewage Facilities Planning Module is listed on the meeting agenda.

We were informed that a subdivision plan for the Rutter's parcel from the Greater Berks Development Fund parcel will be provided pending resolution of right-of-way items.

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

A final plan was received for the project and will first be reviewed at the Ontelaunee Township Planning Commission at their meeting to be held November 15, 2018. Action on this plan is due on or before February 12, 2019 by the Ontelaunee Township Board of Supervisors.

5. **Greater Berks Development Fund (GBDF) Rezoning**

The proposed Zoning Map revision ordinance and exhibit was presented to the Ontelaunee Township Planning Commission at their September 20th meeting. The Planning Commission recommended the revisions as proposed. A public hearing for the proposed rezoning is listed on the meeting agenda.

6. **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 an improvement cost estimate and the final revised plans. We are currently reviewing the estimate and plans. Preliminary comments and a request for missing plan sheets have been forwarded to the developer's consultant. The improvement cost estimate splits the improvements as 30% within Ontelaunee Township and 70% within Muhlenberg Township. Following review and approval of the cost estimate and plans we will forward our recommendation to Attorney Magovern's office for the preparation of the required Improvement and Stormwater agreements.

7. **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. 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.

8. 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.

9. 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.

10. Infinity Capital Land Development Plan

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. They are currently occupying the structure(s) under a temporary C of O issued by Kraft Code Services.

11. 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.

12. Harvest Subdivision

As requested by the developer, ARRO completed a comprehensive review of curb ramps and driveway aprons within the development. A draft of the findings is being provided to the Township for review under separate cover.

An improvement inspection report is attached.

13. Willow Glen Subdivision

An improvement inspection report is attached.

14. Beechwood Subdivision

ARRO conducted site observations for all items listed by our punch list correspondence dated September 26, 2018. To date the remaining item to be verified is the cleaning and flushing of the storm sewer system.

One additional item not on the punch list that we became aware of is the lack of a street sign. Apparently the street sign was installed; however, it was struck and damaged by a vehicle.

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. The contractor is currently conducting final NPDES activities at the site.

16. General Engineering

New Enterprise, on behalf of EPA, placed a 1 ½" bituminous overlay on Wiley's Road along the EPA project area to the intersection of Ontelaunee Drive and on Ontelaunee Drive from Wiley's Road to SR 0073. An inquiry regarding the elevation of the paving at the intersection of Pillar Drive was made by a resident and the contractor indicated they would review and resolve the concern. A site visit for confirmation of the corrective actions will be conducted.

17. Road Projects

- a. New Enterprise Stone and Lime Co., Inc. commenced the 2018 Road Improvement Project on October 3rd. As of the preparation of this correspondence the remaining item to be completed was the trench restoration on the pipe crossing Gernants Church Road.
- b. A quote from AMS for conducting sealing operations on Redners Way is attached. The quote includes the cost per gallon for sealing Redners Way (200 Gallons - \$4,890.00) and the cost per gallon for additional quantity of sealing necessary to provide one day of work (350 gallons - \$6,597.00).

AMS has also provided a budget estimate of the corrective action conducted on Ontelaunee Drive (Twp. portion) which consisted of a slurry seal over the chip seal (Cape Seal). The Cape Seal is applicable when a roadway is experiencing cracking but shows limited signs of rutting or heavy oxidation. The other item, Ultra Thin Bonded Wearing Course, is visible on the PennDOT portion of Ontelaunee Drive and is typically used where there is minor rutting and oxidation of the roadway requiring sealing.

- c. ARRO will work towards preparing a grading plan and calculations of cut and fill volumes along Willow Creek Road to be used to obtain quotes to perform grading work in the spring of 2019.

18. Water System Engineering & Reporting

- a. We forwarded a Disinfection Requirements Rule (DRR) siting plan to the water operator and testing agency for review and submission to PADEP.

18. Sanitary Sewer System Engineering

- a. A repair to the low pressure sanitary sewer force main lateral servicing 99 Berkley Road was observed.
- b. ARRO and Ontelaunee township staff continue to implement the surcharge and industrial waste permitting program utilizing revised parameters as discussed previously. The first round of permits was received and a list of responses has been forwarded to the Township. A draft letter for the late responses will be forwarded to the Township to be sent out.
- c. The Township was notified that a manhole on the Leesport Farmers Market is receiving infiltration. The township personnel contacted the owner regarding the problem and ARRO met with the owner. The owner has not had the chance to make the necessary repairs. The quick change in weather raised the priority of winterizing their facility. ARRO will follow up again on November 7. If no action has been initiated by this date, ARRO proposes a formal letter be sent to the owner officially addressing the necessity of the repairs and establishing a 60 day timeline.
- d. A violation notice was posted at 5309/5311 Pottsville Pike on Monday October 22, 2018. A letter written by the Township SEO stated that the owner was using a sump pump to pump sewage from their grinder pump unit into the field behind their property. When ARRO visited the property, the citation was given to one of the property owners, and an inspection of the property was conducted. The sump pump and hose had been removed, and the grinder pump was functioning as intended.

19. 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. A definitive date has not been received from Kline Septic service to re-set pump #1 and install the new pump to replace #2 in the wet well at PS #8 as approved at the September Supervisors meeting.

WATER: September report was submitted

SEWER:

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the proposal from Envirep Inc. to perform repairs to the impellers at Pump station #1 and #4 at a cost of \$10,730.80. Vote 3:0

MS4:

Attended the October 18 meeting of the MS4 steering Committee for Berks County

SOLICITOR :

A Public Hearing was held regarding rezoning of nine parcels along the east side of Rout 61 and south of Lakeshore Drive to IC.

A motion was made by Gary Hadden and seconded by William Klein to adopt Ordinance #2018-13 amending the zoning ordinance rezoning nine parcels along the east side of Route 61, on the south side of Lakeshore Drive currently within the A-1 and C district to now be zoned IC Industrial Commercial. Vote 3:0

Discussion was held regarding the adoption of the 2015 International Property Maintenance Code.

A motion was made by Gary Hadden and seconded by William Klein to authorize the solicitor's office to update and advertise the ordinance adopting the 2015 International Property Maintenance Code. Vote 3:0

An executive session was held from 8:20 p.m.to 9:25 p.m.to discuss possible litigation.

CODE ENFORCEMENT – report submitted by Kraft Code Services.

EMA COORDINATOR – The annual NIMS report was filed.

POLICE COMMISSION – no report

PLANNING COMMISSION –

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the Sewage Facilities Planning Module for Rutter's, contingent on receipt of Component 4B from the County Planning Commission. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to give Conditional Preliminary plan/Final approval for Allan Myers based on satisfying Arro letter requirement dated 10/17/18. Vote 3:0

PARK & REC– there were 12 rentals at the pavilion in Willow Glen.

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for October the amount of \$210,513.50. Vote 3:0

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Arlan R. Wessner, Inc.	22,943.35
ARRO Consulting, Inc.	17,395.31
Bilco Safety Products, Inc	24.62
Comcast 1	265.36
Comfort Pro, Inc	1,431.23
COUNTY PLUMBING & ELECTRIC	1,286.09
DCED	90.00
East Coast Cable Contracting	1,323.00
Elite Fuel Service	1,959.54
Fisher's Rt. 61 Properties LLC	2,000.00
Frederick K. Hatt, Attorney-at-Law	1,470.40
H. A. Thomson Co.	28.89
Hamburg Auto Supply	13.10
Hartman Valeriano Magovern & Lutz P.C.	5,962.79
Highland Auto & Truck Repair	384.42
J.C.EHRLICH	383.00
J.P.Mascaro & Sons	1,300.00
JB Environmental Services LLC	160.00
KANTNERS TIRE SERVICE, INC.	15.00
Kenneth M.STOUDT	60.90
KIM BERGER	125.94
Kraft Code Services LLC	6,941.98
KUZANS HARDWARE	49.88
LIFT, Inc.	508.18
MET ED	4,214.52
Miller Municipal Supply LLC	1,094.90
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	69,152.82
OFFICE SERVICE CO.	182.44
POSTMASTER	24.70
Potts Nurseries, LLC	64.00
ProAsys	228.75
PSATS UC GROUP TRUST	352.88
READING EAGLE COMPANY	754.00
Reading Office Maintenance	170.00
Ready Refresh	7.98
Relief Assoc. Union Fire Co. #1 Leesport	16,314.87
Rhoads Energy Corporation	499.73
Rieck's Printing	1,350.00
SAM'S CLUB	90.38
Stephenson Equipment Inc.	1,314.53
Stichter Sharpening & Custom Machining	72.00
T. M. Bailey Services, LLC	360.00

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TELCO, INC.	15,550.80
VERIZON	190.88
Vist Bank	31,130.28
W. B. Mason Co. Inc.	367.46
William Klein	60.90

A motion was made by Gary Hadden and seconded by William Klein to approve total Water and Sewer expenditures for October in the amount of \$181,955.81. Vote 3:0

Water Expenditures \$65,117.95
Sewer Expenditures \$116,837.86

<u>Name</u>	<u>Amount</u>
ARRO	-9,916.52
Envirep Inc	-6,130.00
Exeter Supply Co, Inc	-2,820.00
Kelly Burdick	-21.60
MJ Reider	-440.00
Neenah Foundry	-7,871.95
Ontelaunee Township	-3,286.32
Purchase Power	-301.50
Envirep Inc	-1,219.56
Hemmig's Plumbing	-4,270.00
Ontelaunee Township	-3,058.70
ARRO	-7,108.21
Borough of Leesport	-2,291.82
Emergency Systems	-1,885.00
HVM	-4,106.12
Leesport Authority	-50,832.50
Met Ed	-1,243.68
MJ Reider	-150.00
PA UC Fund	-13,346.00
Purchase Power	-199.00
Reading Area Water Authority	-25,647.22
Reading Eagle	-202.00
Barley Snyder LLP	-2,000.00
Esri	-400.00
Exeter Supply Co, Inc	-2,698.45
Hemmig's Plumbing	-6,630.00
Kelly Burdick	-47.52
MJ Reider	-420.00
Ontelaunee Township	-20,732.16
Reading & Northern Real Estate Co.	-2,521.18

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Reading Eagle	-158.80
TOTAL	-181,955.81
WATER TOTAL	\$65,117.95
SEWER TOTAL	\$116,837.86

OLD BUSINESS:

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to make the following contributions:

Contribute \$20,000 to the Union Fire Company No. 1 of Leesport
Contribute \$2,000 to the Temple Fire Company
Contribute \$3,000 to the Northern Berks EMS
Contribute \$6,000 to the Schuylkill Valley Library

Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to contribute \$250.00 to Berks County Solid Waste Authority for the 2019 year. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to contribute \$125.00 to Crime Alert Berks County for the 2019 year. Vote 3:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to contribute \$200.00 to Center for Excellence in Local Government for the 2019 year. Vote 3:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt tentative approval of the 2019 General budget. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden tentative approval of the 2019 water and sewer budget. Vote 3:0

UPCOMING MEETINGS/INFO:

November 6 – ELECTION DAY - OFFICE CLOSED
November 12 – 6 p.m. – NBRPD
November 13 – 7 p.m. – Rec Board
November 15 – 7 p.m. – Planning Commission
November 22 and 23 – OFFICE CLOSED
November 27 – 5 p.m. – Zoning Hearing Board – 2 hearings
December 4 – 3:30 p.m. - worksession

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December 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 9:35 p.m. Vote 2:0

Respectfully
Kim Y. Berger, Secretary