

November 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 Chairman Kenneth Stoudt, in the Ontelaunee Township building, with Board Supervisors Gary Hadden and William Klein present.**

Additional Meeting Attendees: Elizabeth Magovern Solicitor  
William McMullen, Engineer  
Kim Y. Berger, Secretary

Visitors- Brian Focht (C2C Design Group), Paul Stoltzfus (New Enterprise), Kenny Quell, Reading Eagle reporter

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

**POLICE DEPARTMENT** – September and October Report

**FIRE DEPARTMENT** –No report

**BUSINESS FROM FLOOR** – None

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

Real Estate Taxes -	\$ 871.50
Real Estate Interims -	\$
Street Light Tax -	\$ 99.00

Vote 3:0

#### **ROADMASTERS REPORT OCTOBER 2019**

##### **FUEL USED**

Cans – unleaded – 25.64 gal  
GMC pick up – diesel – 53.01 gal  
Tiger – diesel – 33.00 gal  
Utility – diesel – 27.56  
#7 M2 – 23.96 gal diesel

##### **HOURS WORKED**

260.75 total hours  
40.25 twp. building hours  
38.5 hrs at Rec Areas  
88.50 hrs mowing along roads

**WORK PREFORMED**

Mowed at the twp. Building  
 Mowed Rec A & B  
 Drug ballfield several times  
 Mowed soccer field several times  
 GMC dump to Penn Power for transmission repairs  
 M2 #7 to Highland for King pins and bushings  
 Kubota loader to Lift for 4 wheel dr. and rusted bucket pins  
 Tiger at Stephenson for hydraulic hose replacement  
 Patched Slater, Indian Manor and Gernants Church Road  
 Mulched at township building & Rec A  
 Went to AG Industrial, Stephenson, Lowes and Kuzan's for parts  
 Replaced lock on police impound building  
 Several road checks  
 Maintenance to Tiger and mower  
 Emptied trash at Rec area several times  
 Repairing insulation in pole barn  
 Plant mums at signs  
 Talked to Casey Blankenbiller (new grounds person at SVSD)  
 Mowed sewer pump stations  
 Replaced stop sign at Snyder & Berkley Road  
 Cleaned out gutters at sewer stations #1 and #3

**PURCHASES & EXPENSES**

Kuzan's (supplies for October)	235.05
Straub Concrete (repair culvert on Bewley)	1,810.00
Highland Auto (repairs to #7 M2)	1,132.52
Oberholtzer Growers (mums)	96.62
Lowes (strips)	21.37
Ag Industrial (Tiger skid shoes)	182.11
Stoney Creek rental (Tiger to and from Stephenson)	292.50
Lift (repairs to M5-091)	788.21
Grainger (fleet wash)	35.22
Penn Power (repairs to GMC dump transmission)	5,474.19
Berks Soil (3 scoops of millings)	51.00

**Total** **\$10,118.79**

Roadmaster Kenneth Stoudt

**ENGINEER REPORT – OCTOBER 2019**

**1. Flex Membrane International Corporation Land Development**

A final land development plan has been received and will be first reviewed by the Ontelaunee Township Planning Commission at their meeting to be held November 21, 2019.

**2. New Enterprise Rezoning Request**

Comments have been received by the Ontelaunee Township Planning Commission and Berks County Planning Commission regarding the New Enterprise Rezoning request before the Board of Supervisors.

Recommendations regarding the request are listed on the meeting agenda.

**3. Zoning Ordinance Amendment**

Comments have been received by the Ontelaunee Township Planning Commission and Berks County Planning Commission regarding the zoning amendment pertaining to communication facilities located on municipal owned parcels.

Recommendations regarding the request are listed on the meeting agenda.

**4. McIntosh Subdivision – Phase I**

A revised preliminary subdivision for Phase I of the McIntosh Farm (16 Single Family Lots) was reviewed at the Ontelaunee Township Planning Commission meeting held October 17, 2019. A recommendation regarding conditional plan approval is listed on the meeting agenda.

**5. Allan Myers Land Development**

The Board of Supervisors provided conditional preliminary/final plan approval at their meeting held November 1, 2018.

PennDOT HOP applications, listing Ontelaunee Township as the applicant, for utility connections in Leesport Avenue were returned to the developer for revisions. One item indicated in the PennDOT review correspondence that may require action by the Township is:

*“Please enter the applicant's Business Partner ID number into the applicant info section of EPS (BP ID is #013184). Note that Ontelaunee Township does not have an Emergency Permit Certificate and should request one through the ePermitting System.”*

The Sewage Facilities Planning Module Exemption Request was forwarded to PADEP following receipt of the LBA allocation correspondence.

Attorney Magovern’s office forwarded the developers legal counsel all agreements (Improvement, SWM, Water Capacity, Sewer Capacity, Traffic Impact) for review and execution by the developer on October 22, 2019.

**6. Jurgielewicz Expansion**

The flow meter installation, decommissioning of the holding tanks and reinstatement of sewage flows were completed.

As-built plan and supporting documents have been submitted to our office for review and eventual recording with the Recorder of Deeds office.

7. **Rutter's**

A recommendation for full release of the site improvement Bond in the amount of \$2,848,000.00 conditioned on the receipt of an 18 month maintenance escrow in the amount of \$62,300.00 was approved by the Board of Supervisors.

A request for submission of the 18 month maintenance escrow in the amount of \$8,795.00 was forwarded to the developer on October 3, 2019. To date we have not received any contacts from the developer regarding submission of the maintenance escrow.

8. **Ryder Land Development**

The improvement escrow release was approved by the Supervisors at their meeting held on September 5, 2019.

A request for submission of an 18 month maintenance escrow in the amount of \$8,795.00 was forwarded to the developer's consultant on September 9, 2019. To date we have not received any contacts from the developer regarding submission of the maintenance escrow.

ARRO personnel inquired about removal of the Filter Soxx along Ashley Way and Redner's Way.

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.

NPDES approval correspondence was received for the project on October 31, 2019.

To date we have not received the remaining 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. **Brassler Parcel (Berks 222) Land Development Plan**

ARRO personnel are conducting periodic site reviews of the improvement installations.

11. **Harvest Subdivision**

An improvement inspection report is attached.

The following subdivision/land development plans remain active (Items #12 through #17); however, there is no activity since our last report.

12. Berman Freight Land Development Plan

The preliminary/final land development plan was conditionally approved at the Supervisors July 2, 2019 meeting.

Attorney Magovern's office prepared Improvement, Stormwater O & M and Traffic Impact Agreements. The agreements were forwarded to the developer, via their consultant, on September 3, 2019

13. UGI – Temple LNG Parking Land Development Plan

A final conditions review correspondence was provided to the developer and their consultant on June 6, 2017.

Attorney Magovern provided the executed copy of the Improvement Agreement and Stormwater Maintenance Agreement to the township; however, the required escrow has not been received from the developer.

ARRO contacted the developer's consultant on September 9, 2019 regarding the status of the Improvement Agreement escrow. No response has been received to date. Upon receipt of the escrow funds the plans can be signed by the Planning Commission and Board of Supervisors.

14. Five Star International

The final plan was conditionally approved at the February 7, 2019 Supervisors meeting.

A final conditions review correspondence was provided to the developer and their consultant on July 17, 2019.

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

An information request to the developer's engineer was sent on September 4, 2019 for additional escrow cost agreement information as well as notification that sewer capacity agreement and fees have not been received. Upon receipt of revisions to the project cost estimate ARRO will forward information to Attorney Magovern's office for preparation of the required agreements.

15. 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.

16. Beechwood Subdivision

ARRO responded to inquiries from the developer regarding the type and location of the required no parking signs to be placed on Beechwood Drive. The recorded subdivision plan indicated the required locations and ARRO provided PennDOT sign standards to the developer.

17. 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.

18. Roads

- a. Remote Control Tree Removal LLC has provided all required documents necessary to commence the removal of vegetation from the swale along Orchard Lane.

19. Water System Engineering & Reporting

- a. RAWA's consultant indicated that changing the existing meter on Huller Lane from an 8" to a 10" meter will not increase the flows to meet UGI's requirement for fire flow. RAWA's consultant recommended that the Township conduct another flow test and monitor the flow at the meter so a friction loss of the Township's pipe can be determined. It is RAWA's opinion that the pipe is old cast iron and that replacing the pipe with cement line ductile iron pipe may provide the required flows. It is ARRO's opinion that replacing the pipe (potentially 3,000' of pipe \$750K) and installing a new meter and pit (\$400K), to reduce friction loss and/or increase meter/line size, may not be cost effective for the Township at this time. ARRO can proceed to conduct the suggested flow test and/or prepare a more defined review of the associated cost for water main and meter replacement if desired by the Board of Supervisors.
- b. ARRO met with the water system operator regarding the potential for loss of a sampling and hydrant flushing location on Margaret Lane. The proposed auto-flusher location is on Margaret Lane; however, if Margaret Lane would be abandoned in the future any abandonment documents should account for access to the auto flusher and/or its relocation. Chris Hemmig will be providing a quote to install the auto flusher (provided by the Township) and all appurtenances.

- e. Flow data was entered into the Greenport site (PADEP Reporting site).

**20. Sanitary Sewer System Engineering**

- a. Surcharge sampling exemption applications are being received and site visits are being conducted to verify the exemption applications.
- 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.

**21. 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 staff investigated a sanitary sewer complaint on Kindts Corner Road.
- c. A resolution to emergency power was resolved via replacement of the generator battery and electrical component at PS #4.
- d. The capacitors were ordered and received for two pumps at PS #8 following the failure the capacitor for pump 1. Installation is being scheduled with Denny's Electric.
- e. ARRO staff responded to a phase failure at PS #6 on November 1, 2019.
- f. ARRO is preparing an application to the Commonwealth Finance Authority PA Small Water program for replacement of the force main servicing PS #7. Documents required for the application will be presented to the Board of Supervisors for their approval at their December 5<sup>th</sup> meeting.

**WATER:** October report was submitted

A motion was made by Gary Hadden and seconded by William Klein to approve the installation of an auto Flusher on the on Margaret Lane at a proposed expense of \$7,300 and to also have a meter installed on this auto Flusher. Vote 3:0

**MS4:** Kim Berger attended the quarterly MS4 Steering Committee meeting.

**SOLICITOR :**

A Public Hearing was held regarding rezoning of a portion of one parcel owned by New Enterprise.

A motion was made by Gary Hadden and second by William Klein to adopt Ordinance #2019-4 amending Chapter 27 of the Code of Ordinances by changing the zoning classification of a portion of

one parcel owned by New Enterprise from IC (Industrial Commercial) to GI (General Industrial).New Enterprise – Zoning ordinance. Vote 3:0

A Public Hearing was held regarding allowing tower based wireless communication facilities as a use permitted by right on municipal owned property

A motion was made by Gary Hadden and seconded by William Klein to adopt Ordinance #2019-5 amending Chapter 27 of the Code of Ordinance allowing tower based wireless communication facilities as a use permitted by right on municipal owned property. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve the Public Water Line flusher easement agreement with Forino Company at the corner of Ida Red Drive and Adams Road. Vote 3:0

**CODE ENFORCEMENT** – Report submitted

**EMA COORDINATOR** – No report

**POLICE COMMISSION** – Mr. Hadden stated that the Police Department received a \$1,000 donation from Rutter’s on October 15, 2019 at their Grand Opening. The police contract for a four year contract has been approved. The 2020 budget is being prepared.

**PLANNING COMMISSION** –

A motion was made by Kenneth Stoudt and seconded by William Klein to grant Preliminary conditional plan approval based on satisfying the conditions of ARRO review letter dated October 16, 2019. With the recommendation by the planning committee to have the retention pond be the responsibility of Forino until all the lots pertaining to this subdivision plan have sold and that the retention pond be part of a Home owners association.

Discussion was held regarding the ADA requirements for the handicap ramps. Mr. Focht who was in the audience assured the board that the ADA requirements would be followed. Mr. Focht was asked by Attorney Magovern if he accepts, as a representative of the developer, the conditions of the Conditional Preliminary Plan Approval as granted by the Board of Supervisors motion. Mr. Focht indicated his acceptance of the conditions of the conditional plan approval on behalf of the developer.

**EXPENDITURES**

A motion was made by William Klein and seconded by Gary Hadden to approve expenditures for October in the amount of \$872,425.55 Vote 3:0

General expenditures - \$135,511.71  
Water Expenditures - \$ 35,234.08  
Sewer Expenditures - \$701,589.76

LIST OF BILLS PAID - OCTOBER 2019

Acco Brands Direct

148.31



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AG-Industrial, Inc.	182.11
ARRO Consulting, Inc.	16,426.01
Berks Court Reporting Service	135.00
Berks Soil & Stone	51.00
Borough of Leesport	2,762.62
Comcast 1	271.29
Comfort Pro, Inc	1,093.30
COUNTY PLUMBING & ELECTRIC	250.00
Elite Fuel Service, LLC	1,390.44
Emergency Systems	1,885.00
Envirep Inc	606.84
Environmental Systems Research Institute	400.00
Frederick K. Hatt, Attorney-at-Law	1,292.90
Gary S. Hadden	60.90
Grainger	35.22
Hartman Valeriano Magovern & Lutz P.C.	3,381.16
Hemmigs Plumbing	3,820.00
Highland Auto & Truck Repair	1,132.52
J.C.EHRLICH	402.00
J.P.Mascaro & Sons	682.50
JB Environmental Services LLC	165.00
Kenneth M.STOUDT	60.90
KIM BERGER	60.90
KUZANS HARDWARE	64.92
Leesport Borough Authority	45,814.31
LIFT, Inc.	788.21
Long, Barrell & Co., LTD.	3,277.90
Lowe's Home Centers	21.37
M.J. Reider Associates Inc	840.00
Master Meter Inc.	1,200.00
MET ED	1,871.68
Met Ed	4,034.62
Miller Municipal Supply LLC	391.22
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	68,734.24
Oberholtzer Growers	96.67
Omega Systems	32.50
Potts Nurseries, LLC	420.00
Purchase Power	503.50
Reading & Northern Real Estate Co.	2,596.82
Reading Area Water Authority	25,658.57
READING EAGLE COMPANY	256.86
Reading Office Maintenance	170.00

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Ready Refresh	7.98
Rhoads Energy Corporation	484.62
Rieck's Printing	1,430.00
Safety Net Sanctuary	1,000.00
SOS Business Machines	161.97
Stoney Creek Rentals	607.50
Straub Roofing & Concrete Inc.	1,810.00
T. M. Bailey Services, LLC	340.00
TELCO, INC.	1,071.85
TompkinsVIST Bank	602,183.05
VERIZON	180.60
Vossloh/Cleveland Track Materials	69,481.79
WB Mason	37.98
William Klein	60.90
General Total	135,511.71
Water Total	35,234.08
Sewer Total	701,589.76
TOTAL	872,425.55

**OLD BUSINESS:**

Mr. Stoudt reported that the new tractor was in Sioux Falls and is looking to be delivered around the end of November.

**NEW BUSINESS:**

A motion was made by Gary Hadden and seconded by William Klein to make the following contributions:

Contribute \$20,000 to the Union Fire Company No. 1 of Leesport  
Contribute \$2,000 to the Union Fire Co. Truck Fund  
Contribute \$2,000 to the Temple Fire Company  
Contribute \$3,000 to the Schuylkill Valley EMS  
Contribute \$6,000 to the Schuylkill Valley Library  
Contribute \$2,000 to the Schuylkill Valley Library Building Fund  
Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to contribute \$250.00 to Berks County Solid Waste Authority for the 2020 year. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to contribute \$125.00 to Crime Alert Berks County for the 2020 year. Vote 3:0

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A motion was made by Gary Hadden and seconded by William Klein to contribute \$200.00 to Center for Excellence in Local Government for the 2020 year. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to grant tentative approval of the 2020 general, water and sewer budget. Vote 3:0

A motion was made by William Klein and seconded by Kenneth Stoudt to accept the resignation of Christopher Hadden from the Zoning Hearing Board effective immediately. Vote 2:0  
Gary Hadden abstained

A motion was made by Gary Hadden and seconded by William Klein to adopt Resolution #2019-9, appointing Peter Smith to the Zoning Hearing Board to fill the unexpired term of Christopher Hadden. Term will expire December 31, 2020. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to appoint Jaclyn Smith as Auditor to fill a vacant position. Term to expire December 31, 2023. Vote 3:0

**UPCOMING MEETINGS/INFO:**

November 11 – 6:30 p.m. – NBRPD  
November 21 – 7 p.m. – Planning Commission  
November 7 – 7 p.m. - Board of Supervisors meeting  
November 28 and 29 – OFFICE CLOSED  
December 3 – 3:30 p.m. - worksession  
December 5 – 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 7:40 p.m. Vote 3:0

An executive session was held directly after the meeting with no action to be taken.

Respectfully

Kim Y. Berger  
Secretary