

October 4, 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
Kim Y. Berger, Secretary

Visitors – Kenny Quell, Chris Brasler, Justin Mocerri (Stackhouse Bensinger), Tom Hubric (Animal Rescue League), Lisa Baylor

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

POLICE DEPARTMENT –August Report was presented

FIRE DEPARTMENT – September report was presented

BUSINESS FROM FLOOR

Tom Hubric, the executive Director of the Animal Rescue League gave a power point presentation on the new agreements and the financial difficulties the ARL is experiencing. Discussion was held on the municipalities having to pay for administrative expenses and animal control services. It was suggested that the ARL meet with the County Commissioners since this is a county wide issue; have them help support the organization as this is a county wide problem.

Justin Mocerri, representative from Stackhouse Bensinger, was present to see if anyone had any questions regarding the UGI-Berkshire Mechanical Land development and to be sure it was on the agenda for action.

Chris Brasler of Berks 222 project was present to discuss the project and to see if the Township was interested in a LERTA for the project. The supervisors asked if the school district was on board. Mr. Brasler stated that they did attend the meeting of the school board however no decision was made at the October meeting. This was tabled until such time as the school makes a decision.

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

Real Estate Taxes -	\$ 351.95
Real Estate Interims -	\$ 32.82
Street Light -	\$ 0.00
Per Capita Taxes	\$2,380.60

Vote 3:0

ROADMASTERS REPORT SEPTEMBER 2018

FUEL USED

GMC pick up – 25 Diesel
 Gas cans – 56.73 Unleaded gas
 Tiger –24.45 Diesel
 GMC utility – 30 Diesel

WORK PREFORMED

Mowed at the township building
 Mowed Rec A & B
 Mowed sewer pump stations
 Mowed along roads & intersections
 Swept 3 bridges off
 Barricaded and covered sinkhole on N. Calais
 Sprayed signs at Pump station #8
 Trimmed trees on Kern Road and Willow Creek Road
 M2 #4 to Highland for hose clamp leaking
 Picked up new ExMark mower
 Patched Ontelaunee Drive
 Planted and mulched mums at sign and in front of building
 Hauled 4 loads of old signal poles to scrap yard
 Installed and replaced signs
 Shop and equipment maintenance
 Meeting on Beechwood Drive
 Checked roads
 Remove trash at rec A after picnics
 Picked up trash along Leesport Avenue
 Leaf blower was repaired at Millers
 Walkway at Rec B macadam
 Parking lot lights repaired and replaced with LED's
 Maintenance on Tiger mower

SIGNS ERECTED OR REPLACED

Installed “Be prepared to stop and Slippery when wet on Geiger’s hill
 Replaced above sign with stop ahead and 20 mph sign after being stolen
 Replaced stop/cross traffic does not stop – Kindt Corner and Ontelaunee Drive after being struck
 Replaced stop on Ashley way and Ontelaunee Drive (hit)
 Replaced temporary stop sign at Mohrsville Road and Rt. 61 (state moved post)
 Installed cross traffic does not stop – Kindt Corner and Ontelaunee Drive (south side)
 Installed 1 red lite, 1 yellow lite on Gieger’s hill
 1 cone plus sign stop ahead stolen on Gieger’s hill

PURCHASES & EXPENSES

Kuzans (supplies for September)	50.98
Lift (blades for Exmark)	54.57
Potts Nursery (2 yds mulch)	64.00
Oberholtzer Growers (25 mums)	125.88
Econo Signs (2 cross traffic does not stop signs)	89.38
Miller Municipal (8 cone signs)	198.40
County Plumbing and Electric (change lot lights to LED)	1,286.09
Tractor Supply (orange snowfence for N.Calais)	44.51
Lowes (cold patch, shelves)	222.24

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CVS pharmacy (sting kill swabs)	11.48
Reading Tractor (new Exmark zero turn tractor)	11,343.50
Arlan Wessner (repair sinkhole on N. Calais)	8,872.00
Highland Auto (repair hose leaking on M2 #4)	384.42
Millers Lawnmower (1 fuel line assembly)	15.00
Total	\$ 22,762.45

Roadmaster Kenneth Stoudt

A motion was made by Gary Hadden and seconded by William Klein to accept the proposal from Arlan Wessner to patch an area on Ontelaunee Drive at a cost of \$2,725.25. Vote 3:0

1. Allan Myers Land Development

A preliminary/final land develop plan has been received for review at the Ontelaunee Township Planning Commission meeting scheduled for October 18, 2018. Action on this plan is due on or before January 16, 2019 by the Ontelaunee Township Board of Supervisors.

2. Rutter's

The preliminary/final plan submission was reviewed at the September 20, 2018 Planning Commission meeting. The plan was tabled for revisions. Action on this plan is due on or before December 18, 2018 by the Ontelaunee Township Board of Supervisors.

ARRO personnel provided Sewage Facility Planning Module – Component 3 information to the developer. A sewer availability correspondence and Component 3 collection and conveyance capacity information was forwarded to the developer.

3. UGI – Berkshire Mechanical Land Development Plan

The preliminary plan was reviewed at the planning commission meeting to be held September 20, 2018.

Proposed actions regarding waiver recommendation and plan preliminary plan approval are listed on the agenda.

4. Greater Berks Development Fund (GBDF) Rezoning

An exhibit for a Zoning Map revision was provided to the Township and Attorney Magovern's office. 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.

5. McIntosh Farms Subdivision

A notice of plan denial was forwarded to the developer (Forino Co., LP) regarding the preliminary plan titled McIntosh Farms Phase I.

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 we are waiting the latest final plans to review the improvements cost agreement prior to providing approval to Attorney Magovern's office for Improvement and Stormwater agreement preparation.

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 is conducting periodic inspections of the site improvements. To date a final inspection and release of escrow have not been requested by the developer.

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

ARRO conducted a review of a portion of the ramps and aprons within the development. The remaining ramps and aprons will be inspected and a report of our findings will be provided to the Board of Supervisors.

An improvement inspection report is attached.

13. Beechwood Subdivision

ARRO conducted a site visit with the developer to discuss items required prior to the placement of the wearing course on the roads. Correspondence was provided to the Township and developer regarding the items under separate cover.

A request was forwarded to the current development owner regarding the Supervisors request to eliminate trees and shrubs from the cul-de-sac and provide a lawn. A response received from the developer was forwarded to the Township under separate cover.

14. 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.

15. General Engineering

- a. Todd Richardson of EPA indicated that New Enterprise, on behalf of EPA, will be placing 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. The work is anticipated to start the end of the week of October 1st.

16. Road Projects

- a. New Enterprise Stone and Lime Co., Inc. commenced the 2018 Road Improvement Project on October 3rd and are anticipating completion October 5th.

Due to the pipe that was discovered discharging across Gernants Church Road to the area proposed for the installation of a paved shoulder it is recommended to remove this work from

the current contract. The inlet and cross pipe discharging to the Adams Brothers parcel and the paving restoration is recommended to be conducted. A review of the recommendation to install pipe to carry the discharge to the inlet being installed should be investigated and if feasible be included in a contract when additional work is conducted on Gernants Church Road.

Upon further review it is recommended that the radius of the Peach Street and Cherry Street intersection receive full depth reconstruction.

The removal of the paved shoulder and inclusion of the radius paving is included on Change Order #1 which will be presented to the Board of Supervisors for approval at their meeting.

- b. ARRO has once again contacted AMS regarding conducting sealing operations on Redners Way. To date we have not received a quote for the work.
- c. The survey along Willow Creek Road for the preparation of cut and fill calculations as part of a roadside grading project to enhance stormwater flow has been completed. ARRO will prepare a grading plan and calculations of cut and fill volumes that can be used to obtain quotes to perform the work.

17. Water System Engineering & Reporting

- a. We forwarded information and notified the owner's contractor of the determination that it is the owner's responsibility to install and also obtain the HOP for the water service connection for the Vossloh parcel on Leesport Avenue.
- b. ARRO personnel prepared self-liquidating reports for the 2017 sanitary sewer debt refinancing. The report was based on financial information compiled by Jamie Schlesinger of PFM.

18. Sanitary Sewer System Engineering

- a. 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 and list of responses we have received summarizing proposed testing will be forwarded to the Township on or shortly after October 5th.
- b. Testing at PS #4 & PS #7 has been implemented and is ongoing.
- 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 personnel will be meeting with the owner to formulate a resolution.

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.

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- b. The following tasks were completed as part of the additional on-call sanitary sewer operator services.
- Responded to and reset high water alarms at PS #3 and #7 on September 12, 2018. No sanitary sewer overflows occurred during the alarm events.
 - 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 as PS #8 as approved at the September Supervisors meeting.
 - Envirep repaired/replaced the components in the check valves for both pumps 1 and 2 of Pump station 4 on September 25th as approved at the September Supervisors meeting.
 - ARRO operations personnel will be forwarding information regarding additional preventative maintenance recommendations for PS #1 & PS #3 resulting from observations during Envirep's routine maintenance.

A motion was made by Gary Hadden and seconded by William Klein to approve Change Order #1 of the 2018 Road Improvement Project that Peach and Cherry Street intersection receive full depth reconstruction. Vote 3:0

Mr. Hadden stated that since the Township has taken over the water and sewer operations that expenses are down some and Arro is doing a great job with sewer operations.

WATER: September report was submitted

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the purchase of a fire hydrant at a cost of \$3,500 from Exeter Supply and have the fire hydrant installed at an approximate cost of \$2,500, which was struck by a vehicle. This would be reimbursed by the driver of the striking vehicle. Vote 3:0

SEWER:

A motion was made by Gary Hadden and seconded by William Klein to approve the proposal from Emergency Systems Service Company for the maintenance agreement of the pumping stations at a cost of \$1,885.00. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by William Klein to approve repairing a catch basin on Berkley Park Road at pump station #3 due to wash out from flooding. This will be a time and materials expense. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve writing off water/sewer accounts, some of which were erroneous from the billing system so that the accounts can be entered in the new software correctly. Vote 3:0

MS4:

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We have received our permit that will expire in 2023.

Our annual MS4 Status Report was submitted to DEP's office prior to the September 30th deadline.

We are making some changes to the stormwater portion of our website, adding some links etc.

SOLICITOR :

A motion was made by Gary Hadden and seconded by William Klein to approve Resolution #2018-15 approving the revised employee handbook. Vote 3:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to authorize the Solicitor's office to advertise a special meeting for Thursday, October 11, 2018 at 10 a.m. so the board can take action on adopting an amendment to the Vist debt ordinance. Vote 3:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to authorize the Solicitors office to advertise the amendment to the Vist debt ordinance. Vote 3:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to authorize the Solicitors office to draft an amendment to the water/sewer rules and regulations resolution. Vote 3:0

CODE ENFORCEMENT – report submitted by Kraft Code Services.

EMA COORDINATOR – no report

POLICE COMMISSION – no report

PLANNING COMMISSION –

On the recommendation of the Planning Commission, a motion was by Gary Hadden and seconded by William Klein grant a waiver to UGI Berks Mechanical facility as stated on Arro letter as follows:

Sections: 5.2141, 7.23, 5.2142, & 7.24(curbs & sidewalk), Section 5.881(traffic impact) Section 5.8821(utility impact) Section 5.8822(fiscal impact) Section 5.8823(environmental impact) Section 5.8824(hydro geological impact) Section 5.885(steepest slope) and Section 5.8826

Vote: 3:0

On the recommendation of the Planning Commission, a motion was made by Kenneth Stoudt and seconded by William Klein approve the preliminary plan for UGI – Berkshire Mechanical facility based on waiver approval. Vote 3:0

PARK & REC– no report

EXPENDITURES

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A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for September the amount of \$. 108,845.03 Vote 3:0

Comcast 1	540.70
COMMONWEALTH OF PA	500.00
CVS Pharmacy	11.48
Econo Signs LLC	89.38
EDENBURG WELDING INC.	123.00
Hartman Valeriano Magovern & Lutz P.C.	7,002.77
JB Environmental Services LLC	740.00
Kraft Code Services LLC	11,532.63
KUZANS HARDWARE	36.54
Lowe's Home Centers	287.28
MET ED	4,318.48
Miller Municipal Supply LLC	539.20
MILLERS LAWNMOWER SERVICE	15.00
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	69,152.82
POSTMASTER	275.14
READING EAGLE COMPANY	942.10
Reading Tractor and Equipment	11,343.50
Ready Refresh	7.98
Rhoads Energy Corporation	865.46
T. M. Bailey Services, LLC	180.00
Tractor Supply Co.	206.66
Wex Bank	36.91
	<u>108,845.03</u>

A motion was made by Gary Hadden and seconded by William Klein to approve total Water and Sewer expenditures for September in the amount of \$104,283.03. Vote 3:0

Water Expenditures \$26,029.75
Sewer Expenditures \$78,253.28

09/06/2018	1606	Hemmig's Plumbing	-3,815.00
09/06/2018	1607	Ontelaunee Township	-3,557.62
09/14/2018	1608	HVM	-976.50
09/14/2018	1609	MJ Reider	-150.00
09/14/2018	1610	Office Service Company	-29.93
09/26/2018	1611	Leesport Authority	-74,608.00
09/26/2018	1612	Reading Area Water Authority	-21,145.98
		TOTAL	104,283.03

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WATER	26,029.75
SEWER	78,253.28

A motion was made by Gary Hadden and seconded by William Klein to approve the transfer of \$30,487.33 from the Code Enforcement account to the General Account for the months July, August and September. Vote 3:0

July - \$12,012.72 August - \$11,532.63 September \$6,941.98

OLD BUSINESS:

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to accept the resignation of Joyce Orr from the Zoning Hearing Board effective immediately as she is moving out of the township. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the 2018-2019 HVAC maintenance contract with Comfort Pro at a price of \$1,885.75. There is no increase from last years price. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve changing the lights in the police department to LED bulbs. The bulbs will be approximately \$480 plus the labor to change them. Vote 3:0

UPCOMING MEETINGS/INFO:

October 8 – 6 p.m. – NBRPD
October 8 – OFFICE CLOSED
October 9 – 7 p.m. – Rec Board
October 18 – 7 p.m. – Planning Commission
October 30 – 3:30 p.m. – Worksession
OCTOBER 31 – 6 PM TO 9 PM – TRICK OR TREAT NIGHT
November 1 – 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 9:03 p.m. Vote 2:0

Respectfully
Kim Y. Berger, Secretary