

September 6, 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 – Edward Swoyer (Greater Berks Redevelopment Fund), Landon Bernheiser (Greater Berks Redevelopment Fund), Bob Sieger (5760 Leesport Avenue), Tom and Lisa Unrath (271 Kindt Corner Rd), Chief Horner, Dane Miller, Kenny Quell

A motion was made by Gary Hadden and seconded by William Klein to approve the minutes from the meeting on August 2, 2018. Vote 3:0.

POLICE DEPARTMENT – July Report was presented

FIRE DEPARTMENT – August report was presented

BUSINESS FROM FLOOR

Ed Swoyer from the Greater Berks Redevelopment Fund was present to request a rezoning of property, owned by the Hartman family, parcel number 68540010370422, the entire tract is proposed to be IC, Industrial Commercial. This property is approximately 66 acres and is situated at the southeast corner of 61 and 73.

Along with this, he is also requesting a rezoning of property owned by the Heffner family, parcel #68540010464769, the entire tract is proposed to be IC, Industrial Commercial. This property is approximately 56.34 acres and is situated directly south of the Hartman tract.

After discussion, Solicitor Magovern stated that in order to do this, there would have to be an escrow sent to the township of \$5,000 to cover any costs such as changing the zoning map, advertising, solicitor costs etc.

A motion was made by Gary Hadden and seconded by William Klein to proceed with the rezoning of these properties after receipt of the \$5,000 escrow. Vote 3:0

Mr. Bob Sieger, 5760 Leesport Avenue was present to oppose the building of the asphalt plant on Leesport Avenue.

Mr. Sieger stated that the smell would be awful and it would depreciate his property.

Solicitor Magovern stated that if all the zoning requirements were met there is limited discussion on the matter.

Ms. Unrath asked about people having breathing conditions and if this will affect them. Mr. McMullen stated that they will have to adhere to regulations.

Mr. Dane Miller stated that he is in support of the asphalt company. It is a perfect location for such a business.

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

Real Estate Taxes -	\$3,454.87
Real Estate Interims -	\$1,414.86
Street Light -	\$ 180.00
Per Capita Taxes	\$1,533.70

Vote 3:0

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

Solon Sternbergh, 7 Boyer Lane - \$34.83, trailer demo

F & G Family Farm LP, 5344 A Pottsville Pike, \$419.18, error on bill, parcel no longer exists

Vote 3:0

ROADMASTERS REPORT AUGUST 2018

FUEL USED

GMC pick up – 54.988 Diesel
Gas cans – 35.34 Unleaded gas
Tiger – 171.79 Diesel

WORK PREFORMED

Mowed at the township building
Mowed Rec A & B
Mowed Bewley Retention Pond
Mowed North Pointe
Mowed along roads and intersections
Removed tree from Geiger's hill after thunderstorm
Barricaded (8/4 and 8/13) roads for flooding, Snyder Road, Dries Rd, Wiley's Rd, Willowcreek Rd., S. Calais Drive, East and West Huller, Ashley way and Orchard lane
Mowed all state roads per our contract
Cleaned up #7 truck for National Night Out
GMC utility to Highland for Engine lite
Filled in washout on Loose Lane
Took generator to W. Huller and Rt. 61 during power failure
Picked up branches from storms and took to Berks Soil and Stone
Hauled used traffic lights to scrap yard with Gary
Mower maintenance and blade changes to mowers
Changed blades and maintenance to Tiger
Made sprayer cart out of an old hose reel dolly

Covered and barricaded sinkhole on N. Calais
Checked roads after storms
Wessner filled in washout on Indian Manor Drive
Met Bill McMullen on Harvest, Gernants Church Rd., North Pointe and Orchard Lane.

HOURS WORKED

Total 323.25 hours

44.25 hours for Rec A & B
22.00 mow at township
6 hrs. flagger school
162.5 mowing roads and intersections

SIGNS ERECTED OR REPLACED

Changed stop & all ways at Wiley’s and Ontelaunee Dr. (painted over)
Replaced 35 mph on Ontelaunee Drive (hit by vehicle)
Installed be prepared to stop/slippy when wet on Geigers Hill (new)
Installed 2 “cross traffic does not stop” at intersection of Kindt Corner & Ontelaunee Drive

PURCHASES & EXPENSES

Kuzans (supplies for August)	38.46
Stephenson Equipment (Tiger Repairs)	8,753.37
Miller Municipal Supply (sign post hardware)	491.40
Arrow Safety (50 red and white delineators)	1,050.00
Highland Auto (repairs to GMC utility)	473.37
PSATS (flagger training)	50.00
Arlan Wessner (repair washout – Indian Manor)	1,401.82
Tractor Supply (weed killer)	162.15
Lowes (2 sheets of plywood for sinkhole)	65.01
Total	\$12,485.58

Roadmaster Kenneth Stoudt

Mr. Stoudt reported that someone cut a street sign post with what appears to be a hacksaw and took the pole and sign at Trailer Drive.

ENGINEER’S REPORT – AUGUST 2018

1. McIntosh Farms Subdivision

The preliminary plan titled McIntosh Farms Phase I was reviewed by the Township Planning Commission at their July 19, 2018 meeting. The plan was tabled for resolution of zoning items and review comments. The plan did not comply with the previous conditional use and a new conditional use request must be presented to the Supervisors for review and approval. Action on this plan is due on or before September 29, 2018 by the Ontelaunee Township Board of Supervisors.

2. Rutter’s

A preliminary/final plan submission has been received for review at the September 20, 2018 Planning Commission meeting. Action on this plan is due on or before December 18, 2018 by the Ontelaunee Township Board of Supervisors.

Documents have been presented by Rutter's to the Board of Supervisors for signatures regarding PennDOT HOP applications.

3. UGI – Berkshire Mechanical Land Development Plan

A preliminary/final plan was received for review at the planning commission meeting to be held September 20, 2018. Action on this plan is due on or before December 18, 2018 by the Ontelaunee Township Board of Supervisors.

4. 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.

5. 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.

The project agreements (Improvement, Stormwater Maintenance, Sewer Capacity) were forwarded to the developer on May 14, 2018 by Attorney Magovern's office. 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.

6. 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.

7. **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.

8. **Infinity Capital Land Development Plan**

ARRO is conducting periodic inspections of the site improvements.

9. **Ryder Land Development**

ARRO is conducting periodic inspections of the site improvements.

10. **Sheetz**

Escrow release for the improvements were granted at August Supervisors meeting pending Sheetz providing an eighteen month Maintenance Bond. Attorney Magovern's office has reviewed the documents provided for the Maintenance Bond and provided comments with a revised bond being provided.

11. **Harvest Subdivision**

ARRO and Township personnel met with representatives of Forino regarding the assessment of existing improvements along Ida Red Road/Adams Road. Forino requested that a summary of all items within the development be provided; therefore, we will be conducting a review of all ramps and aprons within the development. A report of our findings will be provided in the coming weeks.

Improvement inspection reports are attached.

12. **Willow Glen**

Improvement inspection reports are attached.

13. **Beechwood Subdivision**

ARRO was requested to witness wearing placement by the development owner. We informed the developer that wearing course placement cannot occur until an inspection of the previously installed improvements is conducted. A site visit was conducted with Township representatives

and a synopsis of the findings was provided to the developer, their paving contractor and the Township via e-mail. Items identified are:

1. The weeds along the curb line need to be removed and treated prior to paving.
2. A number of driveway curb cuts are broken and deteriorated and require replacement.
3. There are areas of the base paving that are deteriorating and require additional review.
4. A review of the stormwater facilities in their entirety is required due to evidence of sediment around the inlets (two inlets have silt sacks that we would need access to).
5. Some of the pre-cast inlet top corners have been plowed off and how the integrity of the paving at these locations will be maintained needs to be discussed and the c-tops need to be fully reviewed for cracking.
6. The plans call for 1 ½" of wearing course; however, based on the elevations of the c-tops and existing cross slope of the road it appears more than 1 ½" of paving depth across the entire roadway will be necessary to bring the paving up to and slightly above the elevation of the c-tops and maintain the road cross slope.

We will be scheduling a site visit with the developer to discuss resolution to the above items prior to placement of the wearing course on the roads.

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. We have not received any updates from Todd Richardson of EPA regarding 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.
- b. We have received existing swale and proposed pipe calculations from the Ontelaunee Orchards engineer to install (2) 36" pipes and enclose the swale through their property on the downstream side of SR 0061.

We have informed their consultant that the analysis provided did not contain enough information to determine if the existing pipe under 61 would back up and overtop the state roadway, which is the township's biggest concern. We also informed the consultant of our conversation with the Board of Supervisors at a township meeting and that the board was not in favor of the pipes because prior to the swale the existing downstream pipes caused overtopping.

16. Road Projects

- a. An executed contract and Notice of Award was issued to New Enterprise Stone and Lime Co., Inc. for the 2018 Road Improvement Project. A pre-construction conference/site visit was conducted on August 7, 2018. A start date for the project has not been received from the contractor.

A pipe was discovered discharging across Gernants Church Road to the area proposed for the installation of a paved shoulder. A resolution to this discharge will need to be formulated prior to installation of the paved shoulder.

Adams Brothers executed the easement documents as for the discharge of a proposed storm sewer pipe on their property on Gernants Church Road. The executed document was forwarded to Attorney Magovern's office for recording.

- b. ARRO 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. ARRO compiled the 2017 Water Report and submitted the information to PADEP.
- b. Discussions and e-mail exchanges occurred regarding the water service connection and associated HOP for the Vossloh parcel on Leesport Avenue.
- b. ARRO personnel prepared self-liquidating reports for both the sanitary sewer and water system debt refinancing. The report was based on financial information compiled by Jamie Schlesinger of PFM.
- c. Revisions to water sampling regulations and yearly fees proposed by regulations published in the PA Bulletin were provided to the Township. The proposed regulations may impact budgeting requirements for these items in the coming year(s).

18. Sanitary Sewer System Engineering

- a. ARRO and Ontelaunee township staff have started the implementation of the surcharge and industrial waste permitting program utilizing revised parameters as discussed previously.
- b. Testing at PS #4 & PS #7 has been implemented.
- c. Input was provided regarding the replace a number of existing manhole frames and covers with watertight manhole frames and covers to prevent stormwater infiltration into the sewer system during rain events.
- d. A motion regarding a contract with Envirep for pump station maintenance is on the meeting agenda for action. The contract was originally approved by OTMA in January of 2018. This contract reflects a name change from OTMA to Ontelaunee Township.

19. Sanitary Sewer Operations

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- 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. The following tasks were completed as part of the additional on-call sanitary sewer operator services.
 - Responded to high water alarms at PS #1, #3, #4 & #7 on a number of occasions. No sanitary sewer overflows occurred during the alarm events.
 - Based on the price quoted for a new replacement pump at PS #8 recommended approval for Kline Septic service be awarded a contract to re-set pump #1 and install the recommended new pump to replace #2 in the wet well. The recommended approval for the pump purchase and installation is on the meeting agenda.
 - During annual maintenance being conducted by Envirep on PS #4 the check valve functionality for pumps 1 and 2 were found to be lacking. The recommendation authorizing the supervisors take action to approve Envirep repair/replace the components in the check valves for both pumps 1 and 2 of Pump station 4 at a cost of approximately \$1,330 in on the meeting agenda.
- c. For review and future consideration by the Board of Supervisors we obtained estimates to install equipment to remotely monitor the levels in pump station wet wells. The current pump station hardware and software only provides a high water alarm and not the actual levels. The cost to provide remote level monitoring is approximately \$8,000.00 per pump station. Working towards the elimination of high water alarms is the ultimate solution; however, water levels during high water and phase failure (power outage) alarms must be monitored by the operator. Although an abnormal number of high water alarms and phase failure alarms occurred in August they accounted for an additional \$1,400.00 in operational costs. The Supervisors can monitor the frequency of these occurrences and costs over time and determine if there is a cost benefit to implement remote monitoring gradually to specific pump stations over time or not at all.

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the proposal from Aquaflo to replace the pump in Pump station #8 at a cost of \$1650 and to accept the proposal from Kline's to reset and re-pipe pump 1, pull pump 2 and replace it with the new pump \$2,037.42 Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve Resolution 2018-14 dealing with the traffic signal approval at Rt. 61 and New Enterprise Drive. Vote 3:0

A motion was made by Gary Haden and seconded by William Klein to deny approval of the preliminary McIntosh Farms plan based on the Arro correspondence dated July 18, 2018. This motion is effective on the 90th day as calculated by Section 3.224 of the Subdivision and Land Development Ordinance. The 90 day period shall expire on September 29, 2018. Vote 3:0

WATER: August report was submitted

Discussion was held regarding the Vossloh water connection and the HOP. It has been determined that Vossloh needs to apply for the State HOP. Mr. McMullen will contact Chris Hemmig.

SEWER:

A motion was made by Gary Hadden and seconded by to William Klein to approve Envirep repair/replace the components in the check valves for both pumps 1 and 2 of Pump station 4 at a cost of approximately \$1,330. (Parts approximately \$730 and labor approximately \$600). Vote 3:0

MS4: Lots of rain and the school is still having an issue with their rain garden along Ontelaunee Drive.

SOLICITOR :

An executive discussion as held from 7:45 p.m. to 7:58 p.m. to discuss personnel issues.

A motion was made by Gary Hadden and seconded by William Klein to adopt Ordinance #2018-9 to remove the per capita taxes beginning January 1, 2019. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to adopt Ordinance #2018-10 amending the rental ordinance. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to adopt Ordinance #2018 -11 dealing with the township approving the assumption of the obligations of the OTMA debt. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by William Klein to adopt Resolution #2018-12 changing the water billing to monthly effective January 1, 2019 Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to adopt Resolution #2018-13 changing the cert fees for tax certifications and water and sewer certifications to \$30 Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to adopt Ordinance 2018-12, regarding the Del Val financing and a wording change. Vote 3:0

CODE ENFORCEMENT – report submitted by Kraft Code Services.

EMA COORDINATOR –Mr. Miller stated that there needs to be an interface between Swiftreach and CrisisGo (the school notification system)

POLICE COMMISSION – Mr. Hadden stated that Robert Wood has been promoted to Detective Sgt.

Chief Horner is working on the budget.

Chief Horner stated that the officers will be monitoring the property at 61 and Mohrsville for vehicles parking in the right of way and they will either be cited or towed.

PLANNING COMMISSION – nothing to report

PARK & REC– Mr. Stoudt reported that the board was present at the National Night Out and were doing sand art with the children.

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to accept the resignation of Chiyo Miller from the Park and Rec Board as of August 31, 2018. Vote 3:0

EXPENDITURES

A motion was made by William Klein and seconded by Gary Hadden to approve expenditures for August the amount of \$. 149,880.41 Vote 3:0

Arlan R. Wessner, Inc.	1,401.82
ARRO Consulting, Inc.	14,859.79
Arrow Safety Device Company	1,050.00
Berks Court Reporting Service	125.00
Berks Soil & Stone	28.00
Brinkash and Associates Inc.	3,840.00
Business Link Print	118.88
C. R. Blinds	1,800.00
Chiyo Miller	105.94
Econo Signs LLC	140.08
Essig Plumbing & Heating	825.00
Fromm Electric Supply Corp.	156.00
Hartman Valeriano Magovern & Lutz P.C.	3,918.15
Highland Auto & Truck Repair	473.37
J.C.EHRLICH	585.00
J.P.Mascaro & Sons	1,300.00
KIM BERGER	126.60
Kraft Code Services LLC	12,012.72
KUZANS HARDWARE	160.11
LIFT, Inc.	359.55
MET ED	4,199.52
Miller Municipal Supply LLC	1,375.90
Nester's Sanitation Inc.	196.00
NORTHERN BERKS REGIONAL POLICE DEPT.	69,152.82
OFFICE SERVICE CO.	271.37
Omega Systems	942.50
Pioneer Pole Buildings, Inc.	4,700.00
PSATS	290.00
READING EAGLE COMPANY	1,581.95
Reading Office Maintenance	340.00
Ready Refresh	7.98
SCHUYLKILL VALLEY SCHOOL DISTRICT	81.95
Stephenson Equipment Inc.	8,753.37

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Stichter Sharpening & Custom Machining	150.00
Stoney Creek Rentals	247.50
T. M. Bailey Services, LLC	180.00
TELCO, INC.	13,855.18
VERIZON	168.36
	<u>149,880.41</u>

A motion was made by Gary Hadden and seconded by William Klein to approve total Water and Sewer expenditures for August in the amount of \$96,731.91. Vote 3:0

Water Expenditures \$43,896.08
Sewer Expenditures \$52,835.83

Aquaflow Pump & Supply Co.	-176.97
ARRO	-7,108.06
Denny's Electric	-65.00
Long Barrell	-541.91
Met Ed	-1,108.24
MJ Reider	-420.00
Mr. Rehab	-7,200.00
Ontelaunee Township	-3,185.40
PA UC Fund	-8,569.00
Purchase Power	-500.00
Kelly Burdick	-30.24
Ontelaunee Township	-3,701.50
United States Treasury	-3,764.52
Hemmig's Plumbing	-4,380.00
Commonwealth of Pennsylvania	-99.22
ARRO	-6,822.25
HVM	-946.75
Maidencreek Twp Auth	-13,963.50
Reading Area Water Authority	-24,947.74
Exeter Supply Co, Inc	-2,429.08
Kline's Services	-1,071.46
Met Ed	-1,055.95
MJ Reider	-535.00
Ontelaunee Township	-3,340.04
Pitney Bowes	-350.64
Reading Eagle	-386.50
Kelly Burdick	-32.94
TOTAL FOR AUGUST	-96,731.91

OLD BUSINESS:

September 6, 2018

A motion was made by Gary Hadden and seconded by William Klein to approve additional cost for paving of the park walk paths due to asphalt price increase. Additional Cost is \$586.35 Vote 3:0

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by William Klein to authorize October 31 from 6 p.m. to 9 p.m. as Trick or Treat night. Vote 3:0

Mr. Hadden reported that the township has removed some of the traffic signal poles that were scrapped. Since this has happened we would like to purchase four camera that can be mounted anywhere. The police will have full control of the cameras for prosecution.

A motion was made by Kenneth Stoudt and seconded by William Klein to purchase the 4 cameras at a total price of \$1,219.92. Vote 3:0

There is a monthly service plan that would cost \$160 a month for all 4 cameras. Mr. Hadden will be speaking to the Commission about taking on the cost of this.

Mr. Stoudt stated that the John Deere lawn mower is not performing well with the amount of grass and as long as the grass has been with all the rainy weather.

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to purchase an Exmark Z – X-series with a 60” deck from Reading Kubota at a price of \$11,343.50. This is a Costars price. Vote 3:0

The John Deere will be kept as it has a grass catcher.

UPCOMING MEETINGS/INFO:

September 10 – 6 p.m. – NBRPD
September 11 – 7 p.m. – Rec Board
September 20 – 7 p.m. – Planning Commission
October 2 – 3:30 p.m. - Worksession
October 4 – 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 8:22 p.m. Vote 2:0

Respectfully
Kim Y. Berger, Secretary