

September 7, 2017

Township of Ontelaunee  
35 Ontelaunee Dr.  
Reading, PA 19605

**The regular meeting of the Ontelaunee Township Board of Supervisors was called to order at 7:04 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 – Charles Goffers, Keith Dmochowski (Reading Eagle), Kenneth Quell (Leesport Fire Company), Richard Reilly

The meeting was opened with the Pledge of Allegiance to the Flag.

A motion was made by Gary Hadden and seconded by William Klein to approve the meeting minutes as written from the Board of Supervisors meeting on August 3, 2017. Vote 3-0.

**POLICE DEPARTMENT** – The July and August reports were reviewed.

**FIRE DEPARTMENT** – The August reports were emailed to the Secretary and all Supervisors received copies.

Mr. Quell mentioned that if any business needs to obtain a Knox Box, they paperwork is available online and the Chie will receive an email.

### **BUSINESS FROM FLOOR**

Mr. Goffers was happy to see the meetings started with the Pledge of Allegiance.

**TAX COLLECTION** For August: The tax collector collected \$5,855.50 in real estate taxes, \$6.55 in interim taxes, \$1,866.90 in per capita taxes and \$99.00 in street light taxes.

A motion was made by Gary Hadden and seconded by William Klein to accept the tax collectors report. Vote 3:0

## **ROADMASTERS REPORT AUGUST 2017**

### **FUEL USED**

GMC Pick-up – 30.04 gal diesel  
Cans – 42.30 unleaded gas  
Tiger – 157.69 gal diesel  
GMC utility – 27.15 gal diesel

### **WORK PREFORMED**

Mowed along township roads  
Mowed at township building  
Mowed Rec A & B plus soccer field  
Mowed State Roads as per our contract  
Received \$1,438.00 for 1<sup>st</sup> Cycle of mowing State Roads  
Took scrap metal to scrap yard – received \$70  
Took aluminum scrap to scrap yard – received \$118.40  
Replaced signs and stopbars for BCUI on Berkley Road  
Cleaned up driveway on Slater Road for police  
Emptied trash at Rec A several times  
Picked up two tires (Willowcreek road) TV (Willowcreek Road) sofa (E. Huller Lane)  
Took GMC dump and M2#7 to Highland for starting problems  
Patched Indian Manor, Ontelaunee Drive and Willowcreek Roads  
Mowed Bewley retention pond  
Mowed north Point  
Sprayed baseball field for weeds  
Replaced door latch and lock on shed at Rec B

### **HOURS WORKED**

Total 280.25  
12 hours at township building  
52.75 hours Rec A & B  
139 hours mowing roads and intersections (twp. & State)

### **SIGNS ERECTED OR REPLACED**

Removed stop bar on Berkley Road  
Installed stop bars on Berkley and Tube Drive  
Moved stop sign on Berkley Road  
Change yield sign on Tube Drive to stop sign  
Installed 25 mph sign on Snyder Road  
Replaced trash and litter sign on Willowcreek Road  
Replaced trash and litter sign on Slater Road  
Straightened stop sign at Calais and Willow creek Road  
Straightened curve sign on Willowcreek Road  
Installed 6 yellow post delineators on Willowcreek road  
Replaced 2 delineators on Willowcreek Road  
Replaced 25 mph sign on Heffner Road  
Replaced 2 RR signs on Heffner Lane  
Installed 2 pedestrian crossing signs on Heffner lane  
Replaced RR sign on Slater Road  
Installed traffic to left does not stop on Berkley Road  
Installed oncoming traffic does not stop on Tube Drive  
Replaced stop at Twp. Drive and Wiley's Road  
Removed Leesport Ave/Willowcreek Rd/trash littering sign, stop at Willowcreek and Snyder Road for Bridge Construction  
Replaced island marker and yellow diamond at Mohrsville Road and Rt. 61

Installed trash/littering sign on Snyder Road

**PURCHASES & EXPENSES**

Miller Municipal (signs/white tape/batteries/paint/post)	1,702.20
Econo Signs (2 ped crossing signs)	120.25
Kuzan's (round up, rope/shed handle/2 bag post set/battery impact wrench)	464.90
Stephenson Equipment (work on Tiger)	3,943.06
Highland Auto (batteries for GMC dump)	257.91
Lift (step for forks on Kubota)	34.56
Ag Industrial (oil and plow bolts)	110.44
Millers Lawnmower (tune up weedwacker and string)	101.79
<b>Total</b>	<b>\$ 6,735.11</b>

Roadmaster  
Kenneth Stoudt

Mr. Stoudt stated that the stop sign conversion at Tube and Berkley Road is complete.

Mowing continues nonstop.

There was a lot of wash outs from all the rain. Mr. Stoudt has investigated a 32" broom. Reading Kubota has one that we can try. If it is satisfactory we may purchase it. A motion was made by Gary Hadden and seconded by William Kline to purchase the 32" broom from Reading Kubota at a price not to exceed \$3,300.00. Vote 3:0

**ENGINEER'S REPORT**

**1. Annual Road Improvement Project**

A pre-construction conference was held with representatives of Schlouch, Inc. on August 29, 2017. Submittals for job mix formulas and seal coat designs have been received and are being reviewed.

The contractor has requested an extension of time be granted to September 30, 2017 for project completion. A project completion date of September 15, 2017 was indicated in the contract documents. We recommend the Board of Supervisors approve Change Order #1 granting the time extension request of Schlouch, Inc. for final completion of the project to September 30, 2017.

**2. MS4**

The public comment period for the Pollutant Reduction Plan expired August 27, 2017. ARRO is finalizing the document for submittal to PADEP prior to September 15, 2017.

**3. Willow Glen Subdivision**

Improvement installation inspection reports are attached.

The gas valve has been removed from the curb ramp at Lot 209. The ramp area concrete and detectable warning surface have not been replaced.

We became aware of rain gardens being required on undeveloped parcels in Willow Glen as part of the NPDES renewal. ARRO discussed the permit renewal with Berks County Conservation. A copy of the post construction stormwater management plan was received from Forino whom indicated the plan was recorded. Discussions have occurred with Kraft Code Services, Township and Attorney Magovern's office regarding actions required moving forward to ensure the improvements are installed and maintained.

**4. Harvest Subdivision**

Improvement installation inspection reports are attached.

Forino representatives were made aware of and a site visit was conducted with them regarding the inadequacies of the curb ramp along Lot 44. The curb ramp, detectable warning surface and portion of the sidewalk are required to be removed and bring the ramp into compliance. To date corrective actions have not been completed.

**5. Brassler Parcel (Berks 222) Land Development Plan**

There were no plans received for review following the Ontelaunee Township Planning Commission meeting of June 16, 2016. Based on the previous extension granted by the developer action is required on the plan submittal by the Board of Supervisors prior to January 15, 2018.

**6. Schuylkill Valley School District (SVSD) Land Development**

ARRO is conducting periodic inspections of the site improvements.

**7. UGI – Temple LNG Parking Land Development Plan**

UGI provided funds totaling \$19,035.00 for tree and brush removal and chemical application to the tree stumps. Remote Control Tree Removal LLC completed the tree and brush removal and the contact information for Enrich was forwarded to Kim to contact them to complete the chemical stump treatment.

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 were forwarded to UGI's consultant by ARRO's correspondence dated June 9, 2017.

**8. Ryder Land Development**

ARRO is conducting periodic inspections of the site improvements.

**9. Sheetz Redevelopment Land Development Plan**

ARRO is conducting periodic inspections of the site improvements.

**10. Ashley Furniture Land Development Plan**

ARRO is conducting periodic inspections of the site improvements.

**11. Reading-Berks Storage LLC (19 Willow Creek Land Development Plan)**

The Reading-Berks Storage LLC Land Development Plan was reviewed at the Ontelaunee Township Planning Commission held August 17, 2017.

The Planning Commission recommend the Supervisors grant Preliminary plan approval, based on satisfying the ARRO letter dated August 15, 2017.

We recommend the Board of Supervisors grant approval of the Reading –Berks Storage LLC preliminary plan with the conditions being satisfaction of comments listed in the ARRO review correspondence dated August 15, 2017 which includes a zoning variance for storage sheds within the side yard setback. Action on the plan will be required by the Ontelaunee Township Board of Supervisors on or prior to October 18, 2017.

**12. Road Opening Ordinance**

The following are Road Opening Permit activities for the above referenced period.

- a. Windstream Communications – Ashley Way (for Ashley Furniture): Application, plans, application fee (\$1,204.44) and escrow (\$16,120.50) received for the placement of conduit by boring/directional drilling perpendicular to Ashley Way and parallel trenching within the unimproved right-of-way. Permit approval and issuance on August 24, 2017.
- b. UGI Utilities – Redner’s Way (for Ryder): Application, plans, application fee (\$20.00) and escrow (\$891.00) received for excavation in an unimproved shoulder for the installation of a service. Permit approval and issuance on September 7, 2017.
- c. UGI Utilities – Orchard Road (for Ontelaunee Orchards at 5524 Pottsville Pike): Application and plans received for the placement of boring pits in an improved surface and placement of conduit by boring/directional under Orchard Road for the installation of a service lateral. An escrow calculation will be prepared and forwarded to the applicant.

**13. Transportation Capital Improvement Plan**

ARRO will be compiling information for the three year update to the Transportation Capital Improvement Plan. The proposed document will be discussed with the Board of Supervisors and coordinated with Attorney Magovern’s office for adoption at the November or December Supervisors meeting.

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A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the time extension of the completion date for the 2017 Road improvement Project to September 30, 2017. Vote 3:0

Discussion was held regarding the water from the hydrant flushing at Wingco lane. Mr. McMullen was asked to have millings or a drive over curb placed at the driveway where the water seems to be washing out the dirt on the warehouse property.

**MS4:**

A motion was made by Gary Hadden and seconded by William Kline to authorize Arro Consulting to submit to DEP the townships Pollution Reduction Plan and MS4 application. Vote 3:0

**SOLICITOR :**

A motion was made by Gary Hadden and seconded by William Klein to approve Ordinance #2017- 9 regarding the regulations of sports equipment on Township streets and sidewalks. Vote 3:0

A motion was made by William Klein and seconded by Gary Hadden to approve Ordinance #2017-10 regarding Rental property inspections. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to authorize the solicitor create an agreement or ordinance to vacate Margaret Street. Vote 3:0

Discussion was held regarding the Census - LUCA program. This is a voluntary opportunity for the Township to review and comment on a list and map of residential addresses to conduct the 2020 Census. The township doesn't know how much time would be involved in this venture. The Township needs to respond before December 2017 whether we want to participate or not. Kim will do some more research on this before we commit.

Solicitor Magovern stated that discussion has been held regarding rain gardens in the two development, Willow Glen and the Harvest. The Solicitors office is working with Forino's attorney to get things resolved. Until such time as things are resolved there will be no occupancy permits issued for any building permits for these developments.

**CODE ENFORCEMENT** – report submitted by Kraft Code Services.

Mr. Stoudt stated that there was a meeting/inspection held at Mr. Miller's property on Gernant's Church Road and his attorney will be sending us information.

**OTMA** - Mr. Reilly presented his report

**EMA COORDINATOR** – no report

**POLICE COMMISSION** – Mr. Hadden stated that the Commission purchased a new vehicle to replace the Tahoe. More citations are being issued. National Night out will be held in Augusts 2018.

**PLANNING COMMISSION** –

**19 Willow Creek Road – Berks Storage – mini self-storage facility**

A motion was made by Kenneth Stoudt and seconded by William Klein to grant preliminary plan approval to Berks Storage for 19 Willow Creek Road based on satisfying the letter dated August 15, 2017 in particular the zoning questions. Vote 3:0

Mr. Hadden mentioned that if there is no business the Planning Commission meeting will be cancelled by the Tuesday before, all members will be notified and a sign will be placed on the door of the Township Building.

**PARK & REC**– Mr. Stoudt stated that the Board is looking into creating a small rec area at the soccer field at Rec Area B.

**EXPENDITURES**

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for August in the amount of \$175,996.33. Vote 3:0

ARRO Consulting, Inc.	18,869.09
Comcast 1	398.83
Comfort Pro, Inc	1,193.10
COUNTY PLUMBING & ELECTRIC	656.07
Cummins Power Systems, LLC	348.00
Engle's Frame & Body Shop	350.00
General Recreation	1,405.00
Grainger	553.12
Hartman Valeriano Magovern & Lutz P.C.	4,167.95
J.P.Mascaro & Sons	960.56
KIM BERGER	27.28
Kraft Code Services LLC	67,425.01
KUZANS HARDWARE	202.56
Larson Design Group	1,005.00
LIFT, Inc.	34.56
Long, Barrell & Co., LTD.	3,090.00
MET ED	4,525.15
Miller Municipal Supply LLC	191.20
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	67,782.53
OFFICE SERVICE CO.	387.96
P. F. Pettibone & Co.	323.95
POSTMASTER	6.59
READING EAGLE COMPANY	674.40
Reading Office Maintenance	170.00
Ready Refresh	7.98

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Rhoads Energy Corporation	438.64
Solar City	100.00
Stoney Creek Rentals	315.00
T. M. Bailey Services, LLC	170.00
VERIZON	118.80
	<u>175,996.33</u>

A motion was made by Gary Hadden and seconded by William Klein to approve the transfer of \$67,424.01 from the Code Enforcement Account to the General Checking account for the July invoice.  
Vote 3:0

**OLD BUSINESS:** Nothing

**NEW BUSINESS:**

A motion as made by Gary Hadden and seconded by Kenneth Stoudt to approve the proposal from Arlan Wessner, Inc. to excavate and install stone at the island at the township building at a cost of \$5,150.00  
Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve the proposal from Comfort Pro for the 2017-2018 HVAC maintenance at a cost of \$1,885.75. This is a savings of approximately \$360.00 from last year's price. Vote 3:0

A motion as made by Gary Hadden and seconded by Kenneth Stoudt to approve the Cummins Sales and Service to perform repairs of the generator, replacing the battery and control assembly in the amount not to exceed \$2,000.00  
Vote 3:0

A motion was made by William Klein and seconded by Kenneth Stoudt to authorize October 30 and October 31 from 6 p.m. to 9 p.m. as Trick or Treat nights. Vote 3:0

**UPCOMING MEETINGS/INFO:**

September 11 - 11 a.m. – NBRPD  
September 12 – 7 p.m. - Rec Board  
September 13 – 7 p.m. – OTMA – change in meeting date  
September 21 – 7 p.m. – Planning Commission  
October 5 – 7 p.m. - Board of Supervisors meeting

**ADJOURNMENT**

A motion was made by William Klein and seconded by Gary Hadden to adjourn the monthly meeting at 8:10 p.m. Vote 3:0

Respectfully  
Kim Y. Berger  
Secretary