

January 6, 2020

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 Supervisor Gary Hadden present. William Klein was absent due to medical issue.

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

Visitors- Scott Eaken, Brenda Eaken and Daniel Brown

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the minutes from the regular meeting on December 5, 2019. Vote 2:0

An executive session was held on December 9, 2019 to discuss potential litigation.

POLICE DEPARTMENT – November Report

FIRE DEPARTMENT – No report

BUSINESS FROM FLOOR –

Mr. Daniel Brown from Ridge Road, Shoemakersville, a Maidencreek Township resident was present to voice his concerns regarding the police commission. Mr. Brown stated that Maidencreek as well as the other two municipalities need to pay their fair share of the commission costs.

Mr. Brown stated that he has called the police on various occasions regarding the “Graffiti” bridge for all types of problems. If the police department is split or dissolved, problems for the residents of all the communities will get worse.

Mr. Brown stated that he hopes that the municipalities can work this out and move towards a better commission.

Mr. Stoudt stated that Ontelaunee has been and continues to try to work with Maidencreek supervisors and the commission has worked well for the most part for the last 30 or so years. It has only been in the last 10 or 11 months that there have been problems.

Scott Eaken was present to discuss the rumor regarding the dissolution of the regional police department. Mr. Eaken recommended that research be done before making a move to withdraw or dissolve the department.

The supervisors thanked both visitors for their comments and stated that the supervisors will continue to work for the residents of the communities.

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

Real Estate Taxes -	\$ 778.29
Real Estate Interims -	\$1,822.97

Vote 2:0

ROADMASTERS REPORT DECEMBER 2019

FUEL USED

GMC dump – diesel – 23.75 gal
Ford – unleaded – 19.15 gal
Ford - diesel – 22.17

HOURS WORKED

112 total hours
8 hours salting
8.5 standby for snow

WORK PREFORMED

Standby for snow – 12/02
Cindered roads – 12/17 and 12/18
Closed off Leesport Avenue – 12/24
GMC dump had batteries replaced at Penn Power
GMC utility had doors and back steps repaired and painted
New John Deere delivered
All cinder spreaders installed
All plows installed
Replaced headlight on GMC dump plow
Washed and cleaned up trucks and spreaders
Took off mower and install broom on Kubota
Repairs are being done on the roof

PURCHASES & EXPENSES

Kuzan's (supplies for December)	53.45
Remote Control Tree Removal (cut trees on Orchard Rd)	19,500.00
Cummings (repairs and battery for generator)	1,436.66
Penn power Group (repairs to GMC dump)	664.20
E. M. Kutz (repairs and paint GMC utility)	3,861.40
Total	\$25,515.71

Roadmaster

Kenneth Stoudt

ENGINEER REPORT – DECEMBER 2019

Subdivisions and Land Development Projects

1. Flex Membrane International Corporation Land Development

The final land development plan was reviewed and tabled by the Ontelaunee Township Planning Commission at their meeting held November 21, 2019. A revised plan was submitted to the Township and will be reviewed at the Ontelaunee Township Planning Commission meeting to be held on January 16, 2020. Action by the supervisors is required on the plan submission on or prior to February 19, 2020.

2. McIntosh Subdivision – Phase I

A revised preliminary subdivision for Phase I of the McIntosh Farm (16 Single Family Lots) was granted conditional preliminary plan approval at the November 7th Supervisors meeting. A response correspondence was provided by the developer to ARRO's preliminary plan review dated October 16, 2019. Final plans were received for the project with the final plan review fee being received on December 20, 2019. The final plan will first be reviewed by the Ontelaunee Township Planning Commission at their meeting to be held January 16, 2020. Action by the supervisors is required on the plan submission on or prior to April 16, 2020.

3. Allan Myers Land Development

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

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. To date the executed agreements have not been received from the developer.

Based on notification that site construction activities have commenced, ARRO personnel will conduct periodic site reviews of the improvement installations.

4. Rutter's

The 18 month maintenance escrow in the amount of \$62,300.00 was received from the developer.

5. 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.

ARRO contacted a representative of Berman Freightliner regarding the revised Phased cost estimates provided by their consultant. The representative indicated that they will review the phased estimates. Due to the minimal difference between the Phase I estimate and original total project estimate they will contact our office regarding proceeding with the original Improvement Agreement of reverting to a Phased Improvement agreement. To date we have not received any communications from Berman Freightliner regarding their desired scenario.

6. Brassler Parcel (Berks 222) Land Development Plan

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

7. 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.

Based on notification that site construction activities have commenced, ARRO personnel will conduct periodic site reviews of the improvement installations although the Improvement Agreement and escrow have not been received from the developer.

8. Willow Glen Subdivision

Improvement inspection reports are attached.

A request for escrow release was received by the Township on December 23, 2019. ARRO is confirming the work completed to date as well as work to be completed as presented on the escrow release request.

9. Harvest Subdivision

An improvement inspection report is attached.

A revised escrow estimate was received from the Developer via Attorney Magovern's office. ARRO is confirming the information contained on the revised escrow estimate.

The following subdivision/land development plans remain active (Items #10 through #14); however, there is no activity since our last report.

10. 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.

11. 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.

12. 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.

13. 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.

14. 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.

15. General Engineering

- a. Remote Control Tree Removal LLC completed the removal of the vegetation along the Orchard Lane swale.
- b. As discussed at the December Board of Supervisors meeting, ARRO will revise documents to receive bids for improvements to Gernants Church Road. The project scope will remain as outlined by the 2019 project documents with bids anticipated to be received for the March Board of Supervisors meeting.

16. MS4 Program

- a. ARRO is progressing with the planning and design of the wet pond and two bio swales identified in the PRP. Following the planning and design phases of the project we will, upon approval of the Board of Supervisors, commence with bidding, construction and post construction aspects of the project.

17. Water System Engineering & Reporting

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

18. Sanitary Sewer System Engineering

- a. As authorized at the December Supervisors meeting, ARRO has commenced a review of the Ontelaunee Pump Stations. An inventory of the existing equipment at each pump station is currently being compiled for review for potential modernization/upgrade options. An estimate of probable construction cost along with priority recommendations will be provided to the Board of Supervisors.
- b. Two facilities were sampled in December (Quacker Packers and Kindercare) as part of the Ontelaunee Township industrial user program with the remaining facilities being scheduled to be sampled by MJ Reider in January 2020.
- c. 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.

19. 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.

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- b. Based on the cost of rebuilding versus a new pump, a new pump has been ordered for PS #8. Upon receipt of the pump ARRO operations personnel will arrange for its installation.
- c. ARRO finalized and forwarded the application to the Commonwealth Finance Authority PA Small Water program for replacement of the force main servicing PS #7.

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to conditionally approve the escrow release request dated December 23, 2019 for the Letter of Credit in the amount of \$52,352.00 for Willow Glen. There is a discrepancy in the LOC number and once it is correct the reduction can be granted. Vote 2:0

WATER DEPT.: December report submitted

MS4: Reported under the engineer's report

SOLICITOR :

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to adopt Resolution #2020-2 increasing the recreation impact fee to \$4,000 per each lot. Vote 2:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the Owner Consent and Agreement with P3 Towers. Vote 2:0

CODE ENFORCEMENT – Report submitted

EMA COORDINATOR – No report

POLICE COMMISSION – No report

PLANNING COMMISSION – No meeting was held in December

EXPENDITURES

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve expenditures for December in the amount of \$106,645.14 Vote 2:0

General expenditures - \$ 54,558.75
Water Expenditures - \$ 41,126.59
Sewer Expenditures - \$ 10,959.80

21st Century Media - Philly Cluster	126.88
Amazon	582.25
ARRO Consulting, Inc.	12,247.14

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Comcast 1	271.29
Comfort Pro, Inc	236.43
Cummins Power System, LLC	1,436.66
DaBrian Marketing	4,502.00
Denny's Electric	225
Elite Fuel Service, LLC	3,501.60
Exeter Supply Co, Inc	9,020.65
Frederick K. Hatt, Attorney-at-Law	192.5
Fromm Electric Supply Corp.	39.88
H. A. Thomson Co.	302
Hartman Valeriano Magovern & Lutz P.C.	3,506.05
Hemmigs Plumbing	4,170.00
JB Environmental Services LLC	130
Kraft Code Services LLC	9,215.80
KUZANS HARDWARE	130.58
M.J. Reider Associates Inc	730
Met Ed	4,095.78
MET ED	969.74
Nester's Sanitation Inc.	98
OFFICE SERVICE CO.	14.69
Omega Systems	1,788.00
Penn Power Group	664.2
Pitney Bowes	374.43
ProAsys	235
PSATS	933
Reading Area Water Authority	26,652.97
Reading Office Maintenance	170
Ready Refresh	7.98
Remote Control Tree Removal	19,500.00
Rhoads Energy Corporation	271.55
Stratix Systems	150.45
Tom Masano	36.68
VERIZON	90.36
Wex Bank	25.6
GRAND TOTAL	\$106,645.14
General	\$54,558.75
Water	\$41,126.59
Sewer	\$10,959.80

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OLD BUSINESS:

Secretary Berger reported that for the year 2019 the Leesport Avenue Bridge was struck 19 times by tractor trailers.

A request has come into the office by a S. Riverside Drive resident requesting a sign “Do Not Block intersection” as many times drivers on Rt. 61 are not allowing the residents from S. Riverside Drive to pull out onto Rt. 61. The resident contacted PA DOT and she was told that the Township should request permission to erect this sign. That being said PA DOT will be contacted to see if we can accommodate this request.

Secretary Berger reported that 5309/5311 Pottsville Pike occupants have until January 17, 2020 to peacefully vacate the premises which is now owned by the Township or the Judge will order a forcible eviction from the property. The Judge at the hearing stated that the Township has followed through on all the necessary procedures and the occupants must vacate.

NEW BUSINESS:

UPCOMING MEETINGS/INFO:

January 13 – 6:30 p.m. – NBRPD
January 16 – 7 p.m. – Planning Commission
February 6 – 7 p.m. - Board of Supervisors meeting

ADJOURNMENT

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to adjourn the monthly meeting at 8:00 p.m. Vote 2:0

An executive session was held directly after the meeting to discuss potential litigation.

Respectfully

Kim Y. Berger
Secretary