

March 5, 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 Supervisors William Klein and Gary Hadden present.

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

Visitors- Kenny Quell (Leesport Fire Company), Representative from Pennaco Excavating, Laura Hadden, Jamie Schlesinger (PFM), Peter Edelman (Stevens & Lee), Reporter from the Reading Eagle

A motion was made by Gary Hadden and seconded by William Klein to approve the minutes from the regular meeting of February 6, 2020. Vote 3:0

POLICE DEPARTMENT – January Report

FIRE DEPARTMENT – February report

BUSINESS FROM FLOOR –

Jamie Schlesinger was present to discuss the refinancing of the 2017 sewer bank loan.

After discussion, a motion was made by Gary Hadden and seconded by William Klein to adopt Ordinance #2020-1 dealing with the refinancing of the 2017 sewer loan. Vote 3:0

TAX COLLECTION: A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the Tax Collector report for February 2020 as follows:

Real Estate Taxes -	\$0.00
Real Estate Interims -	\$0.00

Vote 3:0

ROADMASTERS REPORT FEBRUARY 2020

FUEL USED

GMC Pick up – 29.55 gal diesel
Blue Ford – 15.64 gal unleaded

HOURS WORKED

123.25 total hours
0 hours plowing & salting
20.5 hrs. – Township building

WORK PREFORMED

Replaced ceiling tiles in meeting room and roadmasters office
 3 Exmark mowers and F-mower serviced at Lift
 Kubota M-3 loader serviced at Kubota
 Check roads several times after high winds
 To Kuzan's for parts and Stichter to pick up blades and Fromm regarding street light
 Checked hit street light and curb at Willow Glen
 Met with Bill McMullen on Willow Creek Road
 Met with Wessner and Pennco on Gernants Church Road
 Shop and equipment maintenance
 Drove all trucks/plows/spreaders for operating (no snow)
 Practice operating new tractor
 Cleaned out spouting on building
 Repaired lights in roadmasters office
 Picked up 20 (2 piece signs) Miller municipal

SIGNS REPLACED

Replaced stop here on red (61 and Tube Drive)
 Replaced No Trucks (Orchard Lane)
 Removed no trucks sign (Orchard Lane)
 Installed 12 delineators on Bowers Bridge guardrail
 Replaced Do Not Enter (Margaret Street)

PURCHASES & EXPENSES

Kuzan's (supplies for February)	43.44
Lift (60" Ex-mark service)	598.99
Miller Municipal (20 posts – 2 pieces)	1,224.00
EM Kutz (straighten shoe on Ford Plow)	185.00

Total **\$2,051.43**

Roadmaster Kenneth Stoudt

The following 2020 Street Work Bids were opened:

Arlan Wessner, Inc.	\$79,996.00
Bertolet Construction	\$64,096.00
Construction Master Services	\$114,462.60
Custer Excavating	\$81,334.00
H & K Group	\$98,982.00
Pennaco Excavating	\$68,997.88
Wexcon, Inc.	\$97,238.00

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to award the bid to the lowest responsible bidder, contingent on the approval of the Solicitor and the Engineer. Vote 3:0

1. Reitnour Land Development Plan

A preliminary land development plan was received for the Reitnour Production Facility and was reviewed and tabled at the Ontelaunee Township Planning Commission meeting held February 20, 2020. Action by the Supervisors is required on the plan submission on or prior to May 20, 2020.

2. Flex Membrane International Corporation Land Development

A revised plan was reviewed and tabled at the Ontelaunee Township Planning Commission meeting held on January 16, 2020. A 90-day extension was granted by the developer and accepted by the Township Supervisors at their meeting held on February 6, 2020. Action by the supervisors is now required on the plan submission on or prior to May 20, 2020.

3. McIntosh Subdivision – Phase I

Conditional final plan approval, as recommended by the Ontelaunee Township Planning Commission, was granted by the Board of Supervisors at their meeting held February 6, 2020 meeting agenda.

Notification regarding the conditions of plan approval was forwarded to the developer.

4. Allan Myers Land Development

Pursuant to our previous discussion with the developer, the Improvement Agreement escrow fee is in the process of being provided by the developer. Upon receipt of the escrow the Township Planning Commission and Supervisors can sign the plan sets for release and recording by the developer.

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

5. UGI – Temple LNG Parking Land Development Plan

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

We have contacted the developer's consultant regarding stormwater concerns at the intersection of their driveway and Willow Creek Road and have reviewed the stormwater concerns regarding the potential for overtopping of the roadway.

6. Berman Freight Land Development Plan

Executed Improvement, Stormwater O & M and Traffic Impact Agreements and the associated escrow/fees were received from the developer on February 12th and recorded by Attorney Magovern's office.

The requested Non-Residential Sewer User Questionnaire was received March 4, 2020. A review of the EDU's and need for a sanitary sewer capacity agreement will be conducted and forwarded under separate cover.

7. **Beechwood Subdivision**

The site was reviewed for potential acceptance of dedication of the roadway. Motions regarding authorization for the preparation of deed of dedication documents for the roadway have proposed for the agenda.

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

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

9. **Willow Glen Subdivision**

An improvement inspection report is attached.

Approval of the cut-sheets provided by the developer for the light heads and light supports (poles) was provided to the developer.

10. **Harvest Subdivision**

An improvement inspection report is attached.

Approval of the cut-sheets provided by the developer for the light heads and light supports (poles) was provided to the developer.

The following subdivision/land development plans remain active (*Items #11 through #14*); however, there is no activity since our last report.

11. **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.

12. **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.

13. *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.

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. Bids are being received at the Township Building until 3:00 p.m. on March 5th for opening at the Supervisors meeting at 7:00 p.m. for the improvements to Gernants Church Road.
- b. An estimate of probable construction cost for improvements to a portion of Willow Creek Road was forward to the Township under separate cover.

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).
- b. Notice of the potential development at the intersection of SR 0073 & SR 0061 was forwarded to Bill Murray of RAWA.

18. Sanitary Sewer System Engineering

- a. 2019 tributary Chapter 94 Reports were forwarded to both the Leesport Borough Authority (LBA) and the Maiden creek Township Authority (MTA).
- b. As authorized at the December Supervisors meeting, ARRO continues the 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.
- c. Facilities were sampled in February as part of the Ontelaunee Township industrial user program. A summary of the lab results was provided to the Township under separate cover. ARRO personnel will prepare correspondence and surcharge notifications to the facilities exceeding discharge parameters and/or notify parcel owners of violations to sewer capacity agreements. Additional sampling will be scheduled for the facilities.
- d. ARRO personnel reviewed tapping/discharge location options for the proposed Reitnauer facility at the intersection of SR 0073 & SR 0061. Based on preliminary and supplemental information the option appearing to be most cost effective at this time was transmitted to the developer's consultant and parcel owner.
- f. 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.
- b. The pump for PS #8 was obtained and its installation will be coordinated with Kline's Services, LLC.

WATER DEPT.: February report submitted

MS4:

SOLICITOR :

March 5, 2020

A motion was made by Gary Hadden and seconded by William Klein to authorize the Solicitor to prepare an ordinance regarding establishing a LERTA district for Greater Berks Redevelopment and advertise for enactment. The legal description will be in the ordinance advertisement. Vote: 3:0

A public hearing and special meeting is tentatively set for March 18, 2020 at 3 p.m.

A motion was made by Kenneth Stoudt and seconded by William Klein to authorize the Solicitor to prepare and advertise an ordinance vacating Wiley's Road. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to authorize the Solicitor to prepare a deed of dedication for Beechwood Drive. Vote 3:0

CODE ENFORCEMENT – Report submitted

EMA COORDINATOR – No report

POLICE COMMISSION – 2020 budget is still being reviewed

PLANNING COMMISSION –

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for February in the amount of \$342,934.04 Vote 3:0

General expenditures - \$277,059.13
Water Expenditures - \$ 38,885.37
Sewer Expenditures - \$ 26,989.54

ARRO Consulting, Inc.	14,898.59
BERKS COUNTY TREASURER	320.3
Berks Court Reporting Service	135
Comcast 1	276.58
Deere & Company	125,609.77
Deluxe Business Checks and Solutions	245.58
E.M.KUTZ, INC.	185
Elite Fuel Service, LLC	1,093.97
Essig Plumbing & Heating	159.5
Exeter Supply Co, Inc	8,049.36
Grainger	100.14
Hartman Valeriano Magovern & Lutz P.C.	4,440.00
Hemmigs Plumbing	4,230.00
J.C.EHRLICH	402

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J.P.Mascaro & Sons	1,365.00
JB Environmental Services LLC	32.5
Kraft Code Services LLC	25,650.01
KUZANS HARDWARE	169.09
LIFT, Inc.	901.15
M.J. Reider Associates Inc	3,670.00
Maidencreek Township Authority	15,080.58
MET ED	1,354.25
Met Ed	4,284.62
Miller Municipal Supply LLC	1,753.40
Nester's Sanitation Inc.	98
OFFICE SERVICE CO.	131.68
Reading Area Water Authority	26,772.03
Ready Refresh	7.98
Rhoads Energy Corporation	262.84
Stichter Sharpening & Custom Machining	144
Tiger Corporation	100,418.24
UGI Utilities Inc.	78.99
WB Mason	613.89
TOTAL	342,934.04
General	277,059.13
Water	38,885.37
Sewer	26,989.54

OLD BUSINESS:

NEW BUSINESS:

UPCOMING MEETINGS/INFO:

March 9 – 6:00 p.m. – NBRPD
March 19 – 7 p.m. – Planning Commission
April 2 – 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 7:50 p.m. Vote 3:0

Respectfully

Kim Y. Berger
Secretary