

May 7, 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: William McMullen, Engineer
Kim Y. Berger, Secretary

Visitors- Wendell and Rita Yoder, Gregg Bogia (Bogia Engineering)

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the minutes from the regular meeting of April 2, 2020. Vote 3:0

POLICE DEPARTMENT – March report

FIRE DEPARTMENT – March report

BUSINESS FROM FLOOR –

Greg Bogia was present for the Reitnauer project in case anyone had any questions.

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

Real Estate Taxes -	\$555,612.60
Real Estate Interims -	\$ 2,124.25
Street Light Tax -	\$ 14,729.40

Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve the exoneration of taxes in the amount of \$545.94 for Wayne Dietrich, 82 Nantucket due to veteran exemption. Vote 3:0

ROADMASTERS REPORT APRIL 2020

FUEL USED

GMC Pick up – 29.918 gal diesel

Gas cans – 38.048 gal - unleaded

HOURS WORKED

145.25 total hours

8 hrs. – twp building

29.75 Rec A & B mowing

WORK PREFORMED

Attorney Magovern's office. Because the Land Development is a requirement of the ZHB decision the preliminary opinion is that the cost of the SWM facilities should be in the estimate and Improvement Agreement.

Recommended action by the Board of Supervisors is listed on the meeting agenda.

2. Reitnour Land Development Plan

The Ontelaunee Township Planning Commission recommended waiver of SALDO section 5.8824 and conditional Preliminary Plan approval at their April 16, 2020 meeting.

A Traffic Study for the SR 0073 corridor between SR 0061 and Ontelaunee Drive has been received from the developer's consultant and is currently being reviewed by ARRO. Comments will be provided under separate cover.

A response to water service to the site was provided to the developer's consultant and the Township under separate cover.

Recommended actions by the Board of Supervisors are listed on the meeting agenda.

3. Flex Membrane International Corporation Land Development

The Ontelaunee Township Planning Commission recommended waivers of sections 305 and 306 of the Ontelaunee Township Stormwater Management Ordinance and conditional Preliminary and Final Plan approval at their April 16, 2020 meeting.

Recommended actions by the Board of Supervisors are listed on the meeting agenda.

4. 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.

An escrow estimate has been received and reviewed. Formal plan approval has not been received to date by BCD. Revised plans were forwarded to our office based on perceived approval of the plans by BCD. The revised plans will be reviewed for conformance to conditions of approval. The escrow estimate will be reviewed based on the revised plans and revisions pursuant to BCD approval.

ARRO will provide Attorney Magovern's office the revision date of the plan required for the Improvement Agreement as well as the final escrow estimate.

5. Allan Myers Land Development

ARRO personnel are conducting periodic site reviews of the improvement installations. As of our site visit conducted on March 24, 2020 no construction activities were being conducted. ARRO will conduct a review of the site regarding the potential start of construction activities.

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

ARRO personnel are conducting periodic site reviews of the improvement installations. As of our site visit conducted on March 24, 2020 no construction activities were being conducted. ARRO will conduct a review of the site regarding the potential start of construction activities.

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

ARRO personnel are conducting periodic site reviews of the improvement installations. As of our site visit conducted on March 24, 2020 no construction activities were being conducted. ARRO will conduct a review of the site regarding the potential start of construction activities.

8. **Beechwood Subdivision**

Dedication documents for Beechwood Drive were forwarded to the PennDOT Municipal Representative for inclusion on the Township Liquid Fuel road listing and allocation.

The developer provided notification on May 3, 2020 that the private road signs were removed.

The following subdivision/land development plans remain active (*Items #9 through #15*); however, there is no activity since our last report.

9. **Berman Freight Land Development Plan**

The Non-Residential Sewer User Questionnaire was received March 4, 2020 and a review of the EDU's and need for a sanitary sewer capacity agreement provided to Attorney Magovern's office.

The Sewer Capacity Agreement was forwarded to a representative of Berman Freightliner. A response to the agreement was received with additional information to be provided by them at the Supervisors meeting regarding the employees at the facility. ARRO will contact the facility to further discuss the information that was to be provided.

10. **Willow Glen Subdivision**

11. **Harvest Subdivision**

12. **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.

13. *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.

14. *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.

15. *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.

16. **General Engineering**

- a. A pre-construction meeting was held with the contractor, Bertolet Construction Corporation, on April 21, 2020. The contractor has provided a tentative project schedule (construction start May 18th) and detour plan for consideration.

- b. The Willow Creek Road project was forwarded and approved by the PennDOT Municipal Services representative for the use of Liquid Fuels. The project was advertised in the Reading Eagle (May 4th & 8th) for bid receipt on June 4th and opening at the June 4, 2020 Supervisors meeting.
- c. ARRO reviewed copies of recent bridge inspection reports the placement of scour protection will not require permitting as implementation of maintenance activities within 50' upstream and 50' downstream of a structure.

17. 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.

18. Water System Engineering & Reporting

- a. Flow data was entered into the Greenport site (PADEP Reporting site).
- b. The Water Allocation Compliance Report was prepared and submitted to PADEP.

19. Sanitary Sewer System Engineering

- a. 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. Existing design data, documents and plans have been acquired and are being reviewed as part of the analysis. An estimate of probable construction cost along with priority recommendations will be provided to the Board of Supervisors.
- b. ARRO personnel prepare correspondence and surcharge notifications for facilities exceeding discharge parameters. The draft correspondence and calculations were provided to the Township under separate cover.

Notification was provided to a parcel owner regarding violation of their sewer capacity agreements. An initial contact was received from the parcel owner; however, no written course of action has been provided to date.

- c. Additional sampling will be scheduled with MJ Reider for the industrial facilities as allowed/permitted under constraints of Covid-19 orders and directives.
- d. 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.

20. Sanitary Sewer Operations

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- 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. ARRO has provided a request for a 12-month extension to the Routine Sanitary Sewer Operation Agreement to the Township under separate cover. The requested extension provides services between May 1, 2020 and April 30, 2021.
- c. ARRO informed PADEP of a change of the operator of record for Ontelaunee Township from Paul Ruffini (ARRO-Lititz Office) to Jason Coyle (ARRO – Wyomissing Office). This change provides a Licensed Operator geographically closer to the Township and does not in any way change Doug Kopp from being the chief on-site operations representative.
- d. ARRO personnel responded to a high water alarm at PS #2 on April 13, 2020.

A motion was made by Gary Hadden and seconded by William Klein to approve the Arro Group to continue the sanitary sewer operators for the Township at an increase of \$230.00 per month. Vote 3:0

WATER DEPT.: April report submitted

MS4:

SOLICITOR :

A motion was made by Gary Hadden and seconded by William Klein to authorize the solicitor's office to advertise an ordinance amending the zoning ordinance to provide for an exception and allow building heights of up to 50 feet for buildings in excess of 200,000 square feet. Vote 3:0

CODE ENFORCEMENT – Report submitted

EMA COORDINATOR – No report

POLICE COMMISSION – the May meeting is cancelled due to the health crisis.

PLANNING COMMISSION –

A motion was made by Gary Hadden and seconded by William Klein to approve a waiver of Section 5.8824 for the Hydraulic impact study for the Reitnauer Production Facility. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to grant preliminary plan approval for the Reitnauer Production facility contingent upon meeting all the conditions of Arro's review letter dated April 15, 2020. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve a waiver for sections 305 and 306 of the Storm water management ordinance contingent upon approval from NPDES for the Flex Membrane project. Vote 3:0

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A motion was made by Gary Hadden and seconded by William Klein to grant preliminary and final plan approval for the Flex Membrane facility contingent upon meeting all the conditions of Arro's review letter dated April 15, 2020 Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to grant final plan approval for the Wendell Yoder Subdivision, based on meeting all the conditions of the April 15, 2020 Arro's review letter Vote 3:0

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for April in the amount of \$394,117.88 Vote 3:0

General	\$272,860.94
Developers A/C	\$ 13,109.70
Water	\$ 35,729.66
Sewer	\$ 72,417.58
21st Century Media - Philly Cluster	1,004.91
AG-Industrial, Inc.	285
Alarm Tech Suppression	173
American Rock Salt Company, LLC	4,580.47
ARRO Consulting, Inc.	37,789.30
Borough of Leesport	2,883.51
Comcast 1	552.33
Delaware Valley Regional Finance Authori	3,230.40
E.M.KUTZ, INC.	44.2
Elite Fuel Service, LLC	300.25
Engle's Frame & Body Shop	609.28
Exeter Supply Co, Inc	2,047.32
Frederick K. Hatt, Attorney-at-Law	1,262.60
Hartman Valeriano Magovern & Lutz P.C.	11,870.05
Hemmigs Plumbing	4,380.00
Highland Auto & Truck Repair	428.7
J.C.EHRLICH	1,876.00
J.P.Mascaro & Sons	682.5
JB Environmental Services LLC	165
Kline's Services	3,882.63
Kraft Code Services LLC	10,427.52
KUZANS HARDWARE	162.6
Leesport Borough Authority	50,521.66
LIFT, Inc.	161.73
Long, Barrell & Co., LTD.	10,773.27
Lowes Home Centers	101.7
M.J. Reider Associates Inc	990

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MET ED	1,302.22
Met Ed	4,309.25
Nester's Sanitation Inc.	98
NORTHERN BERKS REGIONAL POLICE DEPT.	68,804.23
POSTMASTER	329.03
Reading Area Water Authority	21,430.98
Reading Office Maintenance	170
Ready Refresh	7.98
Rhoads Energy Corporation	99.77
Rieck's Printing	1,515.00
SAM'S CLUB	15.57
SOS Business Machines	182.35
TELCO, INC.	824.35
Triangle Communications	326.25
UGI Utilities Inc.	108.03
VERIZON	179.44
Vist Bank	142,787.50
WB Mason	442
TOTAL FOR MONTH OF APRIL	394,117.88

OLD BUSINESS:

A motion was made by Gary Hadden and seconded by William Klein to ratify the approval of resolution #2020-4, emergency declaration. Vote 3:0

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by William Klein to approve Resolution #2020-5 to reduce penalties for late tax payments until September 30, 2020 for payments related to taxable year 2020 Vote 3:0

UPCOMING MEETINGS/INFO:

May 11 - 6:00 p.m. – NBRPD - cancelled
May 21 – 7 p.m. – Planning Commission
June 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 8:25 p.m. Vote 3:0

Respectfully

Kim Y. Berger
Secretary