

June 4, 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  
Elizabeth Magovern, Solicitor  
Kim Y. Berger, Secretary

Visitors- None

A motion was made by Gary Hadden and seconded by William Klein to approve the minutes from the regular meeting of May 7, 2020. Vote 3:0

**POLICE DEPARTMENT** – April report

**FIRE DEPARTMENT** – No report

**BUSINESS FROM FLOOR** – No one present

**TAX COLLECTION:** A motion was made by Gary Hadden and seconded by William Klein to approve the Tax Collector report for May 2020 as follows:

Real Estate Taxes -	\$320,303.20
Real Estate Interims -	\$ 12.59
Street Light Tax -	\$ 1,234.80

Vote 3:0

#### **ROADMASTERS REPORT MAY 2020**

##### **FUEL USED**

GMC Pick up – 30.73 gal diesel  
Gas cans – 27.2 gal – unleaded  
Diesel cans – 14.7 gal  
Tiger – 116.26 gal diesel  
Blue Ford – 15.90 gal unleaded

##### **HOURS WORKED**

186.25 total hours  
17.5 hrs. – twp building  
32.0 hrs - Rec A & B mowing

##### **WORK PREFORMED**

Mowed at township building  
Mowed Rec Areas  
Mowed sewer pump stations

Mowed retention basin on Bewley  
 Mowed along roads and intersections  
 Repaired sewer lid on Willow Creek Road with help from Jason from Arro  
 Rehung basketball backstops and nets  
 Removed blinking lights on Ontelaunee Dr.  
 Collected trash at Rec Areas  
 Met with Ehrlich on spraying Orchard lane  
 Met with Joe Murphy of Ashley furniture  
 Went to Stephenson equip for mower parts  
 Pick up gas for mowers several times  
 Weed whacker to Millers for repairs  
 Picked up masks at Bilco and sign parts at Miller Municipal  
 Mower and equipment maintenance  
 Straub repaired curb at Snyder and Calais due to accident.

**SIGN REPLACED OR REPAIRED**

Replaced Stop ahead sign – Willow Creek road  
 Replaced intersection sign Kindt Corner Road  
 Replaced stop sign – Tube and Berkley Road – hit  
 Replaced stop sign – Beechwood and Kindt Corner – reflective  
 Replaced 35 mph sign Ashley Way – missing  
 Installed Beechwood and Kindt Corner - new

**PURCHASES & EXPENSES**

Kuzan’s (supplies for May)	80.60
Lift (blades)	75.24
Lowe’s (cold patch and blacktop crack)	89.78
Stephenson (blades, shoes, bolts, nuts for Tiger)	1,137.03
Miller Municipal (sign brackets)	90.00
Tractor supply (sprayer parts)	18.52
Arlan Wessner (sinkhole on N. Calais)	12,969.79
Straub (curb repair N. Calais from accident)	4,210.00

**Total** **\$16,670.96**

Roadmaster Kenneth Stoudt

A motion was made by Gary Hadden and seconded by William Klein to approve completing the macadam area around the recycling dumpsters at the municipal building and sealing the macadam by Arlan Wessner at a price of \$10,830.00 Vote 3:0

**ENGINEER REPORT MAY 2020**

**Subdivisions and Land Development Projects**

**1. J. Wendell Yoder Land Development Plan**

The Ontelaunee Township Supervisors provided conditional Final Plan approval at their May 5, 2020 meeting. The project received BCD approval for E&S. Revised plans have been received addressing the conditions of plan approval and they are under review.

An improvement escrow estimate was forwarded to Attorney Magovern's office on May 28, 2020 for their preparation of an Improvement Agreement related to the sanitary sewer connection on Kindt Corner Road.

**2. Reitnour Land Development Plan**

The Ontelaunee Township Supervisors provided conditional Preliminary Plan approval at their May 7, 2020 meeting. Revised plans have not been received addressing the conditions of plan approval.

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

**3. Flex Membrane International Corporation Land Development**

The Ontelaunee Township Supervisors provided conditional Final Plan approval at their May 7, 2020 meeting. Revised plans have not been received addressing the conditions of plan approval.

**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.

The project received BCD approval. Revised plans were forwarded to our office along with a revised escrow estimate. The developer was provided comments on the revised plan as well as the revised estimate on June 1, 2020. A further revised escrow estimate was received on June 2, 2020 and confirmation will be provided Attorney Magovern's office regarding the latest 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.

The sanitary sewer lateral was installed in Leesport Avenue beginning June 2, 2020.

Due to the location of the water line a Temporary Well Use Agreement was prepared by Attorney Magovern's office. We recommend the Supervisors approve the agreement conditioned on receipt of an executed agreement from Allan Myers, LP.

**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**

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

**8. Willow Glen Subdivision**

An improvement inspection report is attached.

We received a request to meet and review the necessary work to prep/final overlay a portion of Willow Glen subdivision and requirements for overlay/dedication.

**9. Harvest Subdivision**

Following the contractors request for approval, ARRO requested a sketch of the proposed curb ramp at 4 Sunglo Drive.

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

**10. 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.*

**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. Bertolet Construction Corporation commenced the 2020 Road Project improvements on Gernants Church Road on May 18, 2020. Work continues on the project and completion is anticipated the week of June 8<sup>th</sup>.
- b. The Willow Creek Road project was advertised for bid receipt on June 4<sup>th</sup> and opening at the June 4, 2020 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).

- b. A draft CCR was provided to PADEP in mid-May for their review prior to formal submission. A follow-up e-mail was sent the week of May 25<sup>th</sup>. To date we have not received a response. The report is due July 1<sup>st</sup>.
- c. ARRO personnel reviewed lead and copper sampling plans for the Township, prior to submittal to PADEP. Additional sampling locations were required by regulations for the Township. Previously the Township had ten sampling location instead of the required twenty.

**18. 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 and electrical components at each pump station is currently being reviewed as well as inquiries to Envirep for recommendations regarding potential modernization/upgrade options. An estimate of probable construction cost along with priority recommendations will be provided to the Board of Supervisors.
- b. ARRO personnel prepared correspondence and surcharge notifications for facilities exceeding discharge parameters. The draft correspondence and calculations were provided to the Township under separate cover and forwarded to sewer users by OTWS staff.
- c. Quacker Packers was provided a notice of the initial contact received from their consultant and the violation of their sewer capacity agreements and discharge limits were restated. An inquiry as to the nature of a tank spreader witnessed at the facility was also presented in the correspondence. To date no additional contacts or written course of action has been provided.
- d. Additional sampling will be scheduled with MJ Reider for the industrial facilities as allowed/permitted under constraints of Covid-19 orders and directives.
- e. A self-liquidating debt report (SLDR) was prepared and provided to Bond Counsel for the 2020 Bond issue.
- f. ARRO operations personnel assisted the township road department with resolving a manhole cover being periodically dislodged on Willow Creek Road.
- g. 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, sewer saddle tap details, revisions to responsibilities regarding water meter purchase above ¾" meters 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.

June 4, 2020

- b. Envirep resolved an electrical issue as PS #4 for the back-up engine.
- c. ARRO personnel resolved an oil level issue at PS \$3 (Pump #1) that was causing a power alarm.
- d. Both of the Run/Start capacitors and the relay for Pump #1 at PS 8 were replaced 6/2/20, bringing the pump back to full functionality within the control panel.

The street work bids for the Willow Creek Road project were opened.

The only bid received was from H & K Group, Skippack. Their bid was \$37,625.22.

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to award the bid to H & K Group at a bid of \$37,625.22 contingent on the approval of the solicitor and engineer. Vote 3:0

Due to the location of a water line, a Temporary Well Use Agreement was prepared by the Solicitor. A motion was made by Gary Hadden and seconded by William Klein to approve the agreement conditioned on receipt of an executed agreement from Allan Myers, LP. Vote 3:0

**WATER DEPT.:** May report submitted

**MS4:** Nothing to report – already covered under Engineer’s report

**SOLICITOR :**

Discussion was held regarding the draft zoning change ordinance regarding building height requirement. Berks County Planning sent some comments regarding this proposed ordinance.

A motion was made by Gary Hadden and seconded by William Klein to advertising the ordinance for adoption at the July Supervisors meeting. Vote 3:0

**CODE ENFORCEMENT** – Report submitted

**EMA COORDINATOR** – No report

**POLICE COMMISSION** – No report

**PLANNING COMMISSION** – No meeting was held in May

**EXPENDITURES**

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for May in the amount of \$339,466.36 Vote 3:0

June 4, 2020

General	\$139,064.37
Developers A/C	\$ 1,711.50
Water	\$ 49,341.75
Sewer	\$149,348.74

21st Century Media - Philly Cluster	818.84
Albright College, Center for Excellence	150.00
Arlan R. Wessner, Inc.	12,969.79
Berks Co. of Association of Twp. Off.	60.00
Bilco Safety Products, Inc	143.23
Comcast 1	276.11
County of Berks	19,727.70
DCED	117.00
Delaware Valley Regional Finance Authori	3,230.40
Envirep Inc	310.00
Essig Plumbing & Heating	159.50
Exeter Supply Co, Inc	8,091.96
Hartman Valeriano Magovern & Lutz P.C.	5,094.30
Hemmigs Plumbing	13,300.00
J.C.EHRLICH	1,341.00
J.P.Mascaro & Sons	682.50
Kraft Code Services LLC	23,089.80
KUZANS HARDWARE	91.68
LIFT, Inc.	75.24
Lowe's Home Centers	89.78
M.J. Reider Associates Inc	2,000.00
Maidencreek Township Authority	15,515.00
Met Ed	4,723.18
Miller Municipal Supply LLC	90.00
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	68,734.24
Purchase Power	756.00
Reading Area Water Authority	24,763.99
Ready Refresh	7.98
Rhoads Energy Corporation	77.65
Stephenson Equipment Inc.	1,137.03
Stichter Sharpening & Custom Machining	24.00
SwiftReach Networks, Inc	350.00
T. M. Bailey Services, LLC	180.00
TELCO, INC.	1,122.20
Tractor Supply Co.	18.52
Vist Bank	130,025.14
Wex Bank	24.60



June 4, 2020

Grand Total

339,466.36

**OLD BUSINESS:**

A motion was made by Gary Hadden and seconded by William Klein to make a contribution to Berks Soil and Stone in the amount of \$3,500.00 to help defray the cost of the company accepting yard waste from Ontelaunee residents who do not have to pay for the disposal. This money was budgeted. Vote 3:0

**NEW BUSINESS:**

**UPCOMING MEETINGS/INFO:**

June 8 - 6:00 p.m. – NBRPD

June 18– 7 p.m. – Planning Commission

June 30 – 3:30 p.m. - Worksession

July 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 8:00 p.m. Vote 3:0

Respectfully

Kim Y. Berger  
Secretary