

September 3, 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- David Kee (Arro Group), Kenny Quell, Dawn Houser (72A Dries Rd), Jim Mistek (357 Snyder Drive), Cindy Kain (35 Danbury Court), Tim Moyer (Northern Berks EMS), Craig Huntsinger (Northern Berks EMS)

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

**POLICE DEPARTMENT** – July report

**FIRE DEPARTMENT** – there were 68 calls for August

At this time, Kenneth Quell from the Union Fire Co. #1 of Leesport was presented a check in the amount of \$7,000 from Ontelaunee Township to assist them with finances due to the Co-Vid 19 pandemic. The fire company was thanked for their service during these tough times.

At this time, Tim Moyer and Craig Huntsinger from the Northern Berks EMS were presented a check in the amount of \$7,000 from Ontelaunee Township to assist them with finances due to the Co-Vid 19 pandemic. The EMS service was thanked for their service during these tough times.

**BUSINESS FROM FLOOR** –

Cindy Kain from 35 Danbury Court, was present to discuss holding a food truck party in Willow Glen on October 10, 2020 from 4:30 p.m. to 8 p.m.

Permission was granted and she was given a special permit application to fill out and return. The food trucks must submit certificates of insurance by October 1, 2020.

Dawn Houser, 72A Dries Road, was present to discuss the flooding that occurred the first weekend of August when we received 10 inches of rain. Pictures were distributed. There was flooding from the creek behind her as well as water coming from 222. The flooding from 222 may have been as a result of the PA DOT project. She was advised to reach out to PA DOT again.

Jim Mistek, 357 Snyder Road, was present to discuss the flooding that occurred the first weekend of August as well. He also stated that this floods when there is just a little bit of rain. At times he stated that he cannot get out of his driveway. He presented a letter to the supervisors. Engineer Bill McMullen

stated that the area is a low spot. Mr. Klein stated that the spot has been flooding for years. The engineer stated that to fix the problem would be very difficult and very costly.

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

Real Estate Taxes -	\$68,352.61
Real Estate Interims -	\$ 91.40
Street Light Tax -	\$ 0.00

Vote 3:0

### **ROADMASTERS REPORT AUGUST 2020**

#### **FUEL USED**

GMC Pick up –22.0 gal diesel  
Gas cans – 26.0 gal – unleaded  
Tiger –104.65 gal diesel

#### **HOURS WORKED**

270 total hours  
6.5 hrs. – twp building  
51 hrs - Rec A & B mowing

#### **FUEL**

Tiger – 150.1 gal diesel  
GMC Pick up – 30.3 gal diesel  
Cans – unleaded – 26.5 gal  
Ford – 28.9 gal diesel  
Kubota loader – 19.8 gal diesel  
Chipper – 2.9 gal diesel

#### **WORK PREFORMED**

Mowed at Township Building  
Mowed rec A & B  
Mowed twp roads and intersections  
Check roads after flooding  
Mowed grass at sewage pump stations  
Mow grass Northe Pointe  
Mow grass for state contract  
Change blades on Tiger 3 times  
Blades to Stichter for Sharpening  
Emptied trash at rec fields several times  
Wash off tables and pavilion at Rec A  
Clean off streets and roads from flooding  
Barricade roads from flooding  
Remove barricades from roads for flooding  
Remove and clean up tree on Snyder Road  
Check roads and sinkholes  
Take broom off Tiger  
Fill in wash out on Wiley Road  
Equipment Maintenance



Improvement inspection reports are attached.

Correspondence regarding the request and recommendation for escrow reduction was forwarded under separate cover.

The gas line interference with the storm sewer run between Danbury Court and Edinboro Lane is scheduled to be resolved 9/3/2020 with Schlouch completing the storm line connection to the existing inlet on 9/4/2020.

**4. Harvest Subdivision**

An improvement inspection report is attached.

Correspondence regarding the request and recommendation for escrow reduction was forwarded under separate cover.

**5. 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.

Revised documents have been received and will be reviewed for conformance to conditional plan approval.

The Improvement and Stormwater Maintenance Agreements were forwarded to the developer by Attorney Magovern's office on January 17, 2018.

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

The Ontelaunee Township Supervisors provided conditional Final Plan approval at their May 7, 2020 meeting. Revised plans have been received and a final conditions review correspondence was provided to the developer's consultant on August 6, 2020.

Additional information regarding the sanitary sewer connection point was provided by the developer's consultant. Attorney Magovern's office has prepared the Improvement Agreement, Sewer Capacity Agreement and the SWM Agreement.

The following subdivision/land development plans remain active (*Items #7 through #14*); however, there is no activity since our last report.

**7. Reitnouer Land Development Plan**

Final plans were received and reviewed by the Ontelaunee Township Planning Commission at their meeting held July 16, 2020. Motions regarding waivers and conditional plan approval, as recommended by the Planning Commission, are listed on the meeting agenda.

ARRO provided comments regarding the overall Traffic Impact Study prepared by Bogia Engineering to Gregg Bogia and the Township under separate cover.

8. Berman Freight Land Development Plan

*A discussion was held with representative of Berman Freightliner and the Township on Wednesday, July 8, 2020 to discuss the calculation of EDU's for the facility. Following research by the Township staff the Sewer Capacity Agreement was revised by Attorney Magovern's office and forwarded to Berman Freightliner.*

9. UGI – Temple LNG Parking Land Development Plan

*ARRO personnel are conducting periodic site reviews of the improvement installations. Based on recent rainfall events, the lack of the installation of the storm sewer pipe under the driveway does not appear to impeded stormwater flows along Willow Creek Road.*

10. Allan Myers Land Development

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

11. Brassler Parcel (Berks 222) Land Development Plan

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

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. H & K completed the Willow Creek Road Improvement Project. A recommendation for payment of their Application for Payment for the project in the amount of \$36,522.81 was provided under separate cover.
- b. As requested at last month's meeting, we will research E & S approval received for the Walter Pohl parcel on Margaret Avenue and provide follow-up correspondence to the owner if necessary.

**16. MS4 Program**

- a. A presentation regarding MS4 items is listed on the agenda. Dave Kee will also provide an update on the PRP improvement project.

**17. Water System Engineering & Reporting**

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

**18. Sanitary Sewer System Engineering**

- a. ARRO continues the review of the Ontelaunee Pump Stations. A draft report is currently being prepared by ARRO to include recommendations regarding potential modernization/upgrade options. An estimate of probable construction cost along with priority recommendations will be provided to the Board of Supervisors.

The draft report is proposed to be provided to the Board of Supervisors no later than their November 5<sup>th</sup> Supervisors meeting.

- b. A workshop was held with Quacker Packer representatives regarding wastewater discharge and wastewater haul-off from the site. As a result of the workshop Quacker Packers were to provide information regarding home farm permits for wastewater haul-off, proposed Ontelaunee Township holding tank installation and provide a plan for the discharge of wastewater from the facility that will meet the discharge parameters of Ontelaunee Township.

- c. Materion has provided a Non-Residential Sanitary Sewer User Questionnaire and wastewater data to the Township for 225 Peach Street. A cursory review of the information and discussion with the sewer system operator/engineer and Materion consultant has occurred. Additional information regarding the potential need and method of pre-treatment is to be provided by the developer's consultant.
- d. Sanitary sewer easement information was acquired at the request of the Reitnauer consultant.  
  
Additional discussion between Attorney Magovern's office and the Township regarding the easements may be necessary.
- e. Wastewater sampling data was reviewed. Additional sampling will be scheduled with MJ Reider for the industrial facilities as needed.
- 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, 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.
- b. ARRO operations personnel responded to pump station alarms on August 2<sup>nd</sup> at PS #1, #2, #4 and August 4<sup>th</sup> at PS #2, #4 and #7.

A motion was made by Kenneth Stoudt and seconded by William Klein to approve Release #3 for the Harvest project in the amount of \$53,280.00 from the L.O.C. #540001853. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve Release #2 for the Willow Glen project in the amount of \$102,038.00 from the L.O.C. #540001852. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve Release #1 for the McIntosh project in the amount of \$72,205.97 from the L.O.C. #540002777. Vote 3:0

**WATER DEPT.:** August report submitted

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the contract with Chris Hemmig for the hydrant flushing, PA One Calls starting January 1, 2021 and ending December 31, 2022. Same price as 2020. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to move the fire hydrant on Margaret Lane that is on private property to outside the fence of the property owner for ease of access at a cost of \$8,997.14. Vote 3:0

**MS4:** David Kee of Arro gave a presentation regarding MS4 and Illicit Discharges.

**SOLICITOR :**

Kenny Quell of Union Fire Co. #1 of Leesport asked the board about having an ordinance whereby the fire company could start billing people involved in incidents to recoup some of their expenses.

A motion was made by Kenneth Stoudt and seconded by William Klein to authorize the solicitor to draft an ordinance. Vote 3:0

**CODE ENFORCEMENT** – Report submitted

**EMA COORDINATOR** – No report

**POLICE COMMISSION** – Preparation for the 2021 budget will start

**PLANNING COMMISSION** – nothing to report

**EXPENDITURES**

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for August in the amount of \$162,630.49. Vote 3:0

General	\$62,416.53
Developers A/C	\$11,430.81
Water	\$49,661.26
Sewer	\$39,121.89

August Bills Paid

21st Century Media - Philly Cluster	276.46
AMS	15,971.78
ARRO Consulting, Inc.	28,675.69
Berks Soil & Stone	800.00
Comfort Pro, Inc	346.70
David Goad	50.00
DCED	157.50
Elite Fuel Service, LLC	155.15
Envirep Inc	6,742.18
Essig Plumbing & Heating	159.50
Exeter Supply Co, Inc	13,486.60
Hartman Valeriano Magovern & Lutz P.C.	3,159.15

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Hemmigs Plumbing	4,590.00
J.P.Mascaro & Sons	765.33
Karasch & Associates	702.45
Kraft Code Services LLC	20,551.29
KUZANS HARDWARE	154.96
LB Water Service, Inc.	1,991.75
Leesport Borough Authority	1,704.56
LIFT, Inc.	35.40
Lowes Home Centers	63.54
M.J. Reider Associates Inc	3,110.00
Maidencreek Township Authority	15,639.12
Met Ed	4,105.13
MET ED	963.71
Miller Municipal Supply LLC	278.30
Nester's Sanitation Inc.	98.00
New Enterprise Stone & Lime Co	4,000.66
OFFICE SERVICE CO.	112.56
Purchase Power	907.50
Reading Area Water Authority	30,772.78
READING EAGLE COMPANY	143.40
Reading Office Maintenance	170.00
Ready Refresh	90.30
Rhoads Energy Corporation	263.75
Stichter Sharpening & Custom Machining	108.00
TELCO, INC.	1,072.75
VERIZON	84.54
Yellow Rose Enterprises LLC	170.00
General	62,416.53
Water	49,661.26
Sewer	39,121.89
Developer Account	11,430.81
Grand Total	162,630.49

**OLD BUSINESS:**

**NEW BUSINESS:**

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve a one-time contribution of \$7,000 to Northern Berks EMS to assist them with their operating expenditures due to the pandemic. Vote 3:0

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A motion was made by William Klein and seconded by Gary Hadden to approve a one-time contribution of \$7,000 to Union Fire Co. #1 of Leesport to assist them with their operating expenditures due to the pandemic. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by William Klein to designate Trick or Treat night as October 31, 2020 – 6 p.m. to 9 p.m. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to charge non-residents of Ontelaunee, a minimal charge of \$25 to utilize the pavilion in Willow Glen. The refundable \$50 deposit will continue for everyone and if everything is cleaned the Township will return the check. This will go into effect January 1, 2021. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve the sales agreement of 5309 Pottsville Pike to Greater Berks Development Fund in the amount of \$69,000.00. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the Animal Control Contract with Safety Net Sanctuary of Fleetwood for the 2021 year and to give a contribution of \$2,000. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve the quote from Arlan Wesner to pave the park pathways to help with erosion. The cost would be \$7,702.50 Vote 3:0

**UPCOMING MEETINGS/INFO:**

September 7 – CLOSED – LABOR DAY  
September 14 – 6:00 p.m. – NBRPD  
September 17 – 7 p.m. – Planning Commission  
September 29 – 3:30 p.m. – Worksession  
October 1 - 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