

October 1, 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- Kenneth Quell, Solomon Lausch (Schuylkill Valley Community Library)

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** – August report

**FIRE DEPARTMENT** – there were 6 calls for Ontelaunee

Mr. Quell stated that they will be holding a corn hole tournament on Saturday October 3 and a blood drive on October 24, 2020.

**BUSINESS FROM FLOOR** – Solomon Lausch was present to thank the township for the continue support of the library.

In reference to the donation of \$2,000 towards the building expansion, Mr. Lausch asked if the funds could go towards another project.

A motion was made by Gary Hadden and seconded by William Klein to permit the library to use the funds for projects as they saw fit. Vote 3:0

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

Real Estate Taxes -	\$1,177.63
Real Estate Interims -	\$2,696.65
Street Light Tax -	\$ 0.00

Vote 3:0

#### **ROADMASTERS REPORT SEPTEMBER 2020**

#### **FUEL USED**

GMC Pick up –28.1 gal diesel  
Gas cans – 53.01 gal – unleaded  
Tiger –129.338 gal diesel  
Ford pick up -23.8 gal diesel

**HOURS WORKED**

295.50 total hours  
 12.5 hrs. – twp building  
 35.75 hrs - Rec A & B mowing

**WORK PREFORMED**

Mowed at Township building  
 Mowed sewer pump stations  
 Mowed N. Pointe  
 Mowed along roads and intersections  
 Removed tree on Snyder Road  
 Mowed Rec A and B  
 Collected trash Rec A & B  
 Drug ballfield – replaced 2<sup>nd</sup> base mount  
 With Rotomill to sweep Peach street  
 With A-1 to paint lines on Peach St. and Willowcreek Road  
 Washed and cleaned up trucks  
 Graded Canal street  
 Filled in washout on Canal Street  
 Wesner paved 50’ and 195’ paths on Rec A  
 Wesner repaired 3 areas on Berkley Road  
 Cleaned mold off Climber at Rec A  
 Removed downed trees on Slater Road  
 Removed pile of brush on Gernants Church Rd  
 Meetings with Forino/McMullen/P3 towers  
 Removed oil and chip signs on Peach Street  
 Equipment and Tiger maintenance

**SIGNS**

Replaced no parking signs on Wileys Road (flood)  
 Replaced 10 ton weight limit sign on Snyder Road  
 Replaced Nantucket and Edinboro street sign missing)  
 Installed Pavement ends and no trucks / Busses on Orchard lane  
 Replaced delineators on Willowcreek Road and Gernants Church Rd.

**PURCHASES & EXPENSES**

Kuzan’s (supplies for August)	173.31
Deere Country (oil for Tiger)	54.13
Lift (Def additive for tractor and trucks)	26.76
Miller Municipal (street signs)	217.10
Rota Mill (sweep Peach Street)	520.00
EM Kutz (fabricate delineator pounder)	269.00
SEI (install and assemble broom)	519.76
County Plumbing & Electric (police station lighting)	1,136.08
Miller’s Lawn Mower (new push mower)	439.00
A-1 Traffic control (lines on Peach St. and Willow Creek Road)	596.84
Arlan Wesner (pave walkway at Rec A 50’)	1,975.00
Arlan Wesner (pave 194’ walkway at Rec A)	7,702.50
Arlan Wesner (extra for soft ground on Berkley Rd)	1,454.47
Arlan Wesner (repairs on N. Berkley Road)	10,300.25
Arlan Wesner (repairs on S. Berkley Road)	10,072.25

**Total** **\$35,456.45**

A motion was made by Gary Hadden and seconded by William Klein to purchase a piece of playground equipment called “Drop Shot” at a cost of \$1,600.00. This will be placed at the Willow Glen Playground. Vote 3:0

## **ENGINEER REPORT AUGUST 2020**

### **Subdivisions and Land Development Projects**

**1. McIntosh II**

A Preliminary Plan land development plan was received and will be reviewed.

**2. Reitnouer Land Development Plan**

Revised final plans were received and will be reviewed for compliance to the conditions of approval.

A PennDOT HOP application has been received from the developer’s consultant for crossing SR 0073 with a force main (within the existing Ontelaunee Township Easement). The application must be submitted in the name of the Township. Attorney Magovern should advise the Supervisors if an agreement between the Township and the developer(s) regarding the work is recommended or required at this time.

**3. McIntosh Subdivision – 16 Lots**

A request for escrow reduction (#2) was received from the developer on September 29, 2020 and will be reviewed. A recommendation regarding the requested \$179,373.68 escrow release #2 will be provided under separate cover.

To date, storm sewer, sanitary sewer and water improvement installations have been completed for the project. No schedule for the additional site improvements have been provided by the developer.

**4. Willow Glen Subdivision**

As site meeting was held with the developer to identify areas of base repair and leveling course prior to the final paving on Nantucket Drive between Edinboro Lane conducted on September 30, 2020.

The gas line interference with the storm sewer run between Danbury Court and Edinboro Lane was resolved with Schlouch completing the storm line connection to the existing inlet.

**5. Harvest Subdivision**

An improvement inspection report is attached.

**6. Reading-Berks Storage LLC (19 Willow Creek Land Development Plan)**

The Improvement Agreement and SWM Agreement were received; however, the required improvement escrow has not been received by the Township. Plans will be released to the developer for recording upon receipt of the improvement Escrow.

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

Attorney Magovern's office prepared the Improvement Agreement, Sewer Capacity Agreement and the SWM Agreement. The agreements were forwarded to the developer's consultant on September 4, 2020 for review and execution by the developer.

The following subdivision/land development plans remain active (*Items #8 through #14*); however, there is no activity since our last report.

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. An estimate regarding the remaining work proposed for Gernants Church Road will be provided to the Township under separate cover.
- b. Plans showing the limit of disturbance for the Walter Pohl NPDES permit for their Margaret Avenue parcel were obtained from the owner's consultant and forwarded to the Township under separate cover.

16. MS4 Program

The annual report was prepared and submitted on behalf of the Township.

17. Water System Engineering & Reporting

- a. An increase of the RAWA meter readings caused a review of flow information and possibility of a system leak. Chris Hemming identified a leaking fire hydrant in the Harvest and has isolated it from service and the flows have decreased.
- b. Flow data was entered into the Greenport site for the prior month (PADEP Reporting site). Additional monthly data will be uploaded following a review of flows as a result of item a. above.

**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. ARRO is commencing with preliminary design and calculations for PS #7 to accommodate existing sanitary sewer flows and potential additional flows. The scope is expected to include, but not be limited to, upgrading the force main, pumps and controls for PS #7.
- c. As a result of the workshop with Quacker Packers, they provided information regarding home farm permits for wastewater haul-off, proposed Ontelaunee Township holding tank installation, and provided a plan for the discharge of wastewater from the facility that will meet the discharge parameters of Ontelaunee Township.

In brief, the document identified an interim, short term solution, that will eliminate any Food Processing Residual (FPR) being discharged to the Ontelaunee Township sewer system. All FPR will be pumped from the existing grease trap into storage tanks and hauled for land application. Sanitary sewer (restroom facility wastewater) would be discharged to the Ontelaunee Township system.

The long-term solution has merit and would be the most beneficial to Quacker Packers. But it does involve a number of variables (“if” and “then” actions in the chain) that if the variables are broken/ignored or a change occurs will not provide the level of reliability that the short-term solution or a consistent pre-treatment without variables would. It is understood that any pre-treatment contains variables; however, the proposed long-term solution appears to require more of a hands-on “witches brew” approach. Having a conduit and means available for the discharge of non-compliant wastewater creates questions and the potential for the discharge of non-compliant wastewater. We would recommend that the interim method be considered for a long-term solution.

- d. The sanitary sewer lateral at 285 Kindts Corner Road is being installed on 10/1/2020. An ARRO representative is observing the installation.
- e. Kline’s was on-site last Friday (9/25) to remove grease from PS #1, 4, 6 and 7. Kline’s recommended, and ARRO representatives, concur with the necessity to perform a complete pump down and to perform a full tank cleaning and inspection in 2021 for the pump stations.
- f. Wastewater sampling data was reviewed. Additional sampling has and will be scheduled with MJ Reider for the industrial facilities as needed.

- 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.
- b. Additional gauges were identified for replacement at the pump stations.

A motion was made by Kenneth Stoudt and seconded by William Klein to approve the proposal from Emergency Systems to renew the maintenance agreement for Pump Stations #1, #3 and #6. The cost will be \$1,885.00. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein to approve Release #2 for the McIntosh project in the amount of \$179,373.68 from the L.O.C. #540002777.

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to have the Penn DOT HOP Application for the Reitnouer project for crossing Rt. 73 with a force main be submitted in the name of the Township Vote 3:0

**WATER DEPT.:** September report submitted

Fall hydrant flushing will be taking place October 5 thru October 12, 2020.

**MS4:** Annual report was submitted September 30, 2020

**SOLICITOR :**

A motion was made by Kenneth Stoudt and seconded by Gary Hadden authorizing the Solicitor to advertise the Ordinance regarding authorization of emergency service provides to seek recovery and reimbursement of costs when services are rendered. Vote 3:0

Discussion was held regarding the Calpine Water supply agreement. Solicitor Magovern will be reaching out to Calpine regarding this agreement.

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

**CODE ENFORCEMENT** – Report submitted

**EMA COORDINATOR** – No report

A motion was made by Gary Hadden and William Klein to accept the resignation of Dane Miller Sr. as the Emergency Management Coordinator effective immediately. Vote 3:0

A letter of thanks will be mailed to Mr. Miller for his service.

A motion was made by Gary Hadden and seconded by William Klein to appoint Kim Berger as the Emergency Management Coordinator for Ontelaunee Township effective immediately. Vote 3:0

**POLICE COMMISSION** – the budget is being worked on and should be distributed for review at the October meeting.

**PLANNING COMMISSION** – meeting was cancelled

**EXPENDITURES**

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for September in the amount of \$294,460.06. Vote 3:0

General	\$192,618.27
Developers A/C	\$ 8,361.91
Water	\$ 35,477.12
Sewer	\$ 58,002.76

21st Century Media - Philly Cluster	202.00
A-1 Traffic Control Products, LLC	596.84
Amazon	26.48
Arlan R. Wessner, Inc.	31,504.47
ARRO Consulting, Inc.	33,480.96
Berks Court Reporting Service	181.25
Comcast 1	280.75
Comfort Pro, Inc	1,093.30
COUNTY PLUMBING & ELECTRIC	1,136.08
E.M.KUTZ, INC.	269.00
Emergency Systems	1,885.00
Envirep Inc	128.95
Essig Plumbing & Heating	275.00
Exeter Supply Co, Inc	1,530.00
Frederick K. Hatt, Attorney-at-Law	4,178.15
General Recreation	93.03
Hartman Valeriano Magovern & Lutz P.C.	4,114.25
Hemmigs Plumbing	4,310.00
J.P.Mascaro & Sons	765.33
JS Instrumentation & Calibration LLC	400.00
KDI Office Technology	57.00
Kenneth M.STOUDT	63.51
Kraft Code Services LLC	14,424.21



October 1, 2020

KUZANS HARDWARE	234.00
Leesport Borough Authority	46,724.00
LIFT, Inc.	26.76
M.J. Reider Associates Inc	880.00
Met Ed	4,112.23
Miller Municipal Supply LLC	217.10
MILLERS LAWNMOWER SERVICE	439.00
Nester's Sanitation Inc.	98.00
Northern Berks EMS	7,000.00
NORTHERN BERKS REGIONAL POLICE DEPT.	75,022.90
Pitney Bowes	180.66
POSTMASTER	255.94
ProAsys	235.00
QUILL	200.67
Reading Area Water Authority	29,494.31
Reading Office Maintenance	170.00
Relief Assoc. Union Fire Co. #1 Leesport	17,997.16
Rhoads Energy Corporation	442.01
Rieck's Printing	1,515.00
Rota Mill, Inc.	520.00
Stephenson Equipment Inc.	519.76
T. M. Bailey Services, LLC	180.00
UNION FIRE CO. #1 LEESPORT	7,000.00
Grand Total	294,460.06

**OLD BUSINESS:**

**NEW BUSINESS:**

A motion was made by Kenneth Stoudt and seconded by William Klein to execute the 2020-2021 HVAC maintenance contract with Comfort Pro at the same price as last year. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by William Klein to execute the proposal from Comfort Pro to replace a heat pump at a cost of \$1,783.15. Vote 3:0

**UPCOMING MEETINGS/INFO:**

Oct. 12 – Office Closed – Columbus Day  
Oct. 12 – 6:00 p.m. – NBRPD  
Oct. 15 – 7 p.m. – Planning Commission  
Nov. 2 – 3:30 p.m. – Worksession (THIS IS A MONDAY)  
Nov. 3 – Office Closed – Election Day  
Nov. 5 - 7 p.m. - Board of Supervisors meeting

October 1, 2020

**ADJOURNMENT**

Oct. 12 – 6:00 p.m. – NBRPD

Oct. 15 – 7 p.m. – Planning Commission

Nov. 2 – 3:30 p.m. – Worksession (THIS IS A MONDAY)

Nov. 3 – Office Closed – Election Day

Nov. 5 - 7 p.m. - Board of Supervisors meeting

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