

August 5, 2021

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 Supervisor Gary Hadden present. William Klein was unable to attend due to a medical issue.

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

Visitors- Chief Jim Keiser (NBRPD), Kelly Burdick, Dennis Savage, Donald Kauffman, Forrest Blatt, Kenny Quell, Sharon Sweigert, Mark Ray and John Messing

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the minutes from the regular meeting of July 1, 2021. Vote 2:0

POLICE DEPARTMENT – June report was submitted

FIRE DEPARTMENT – No report

BUSINESS FROM FLOOR –

Forrest Blatt was present representing the Leesport Cemetery Company. The Leesport Cemetery had completed an application for a building permit whereby a modular building was going to be erected on their property for storage, including a bathroom and a kitchen based on the plan submitted. They were informed that they would have to connect to public sewer and water. They would have to purchase an EDU for sewer and obtain water service from Leesport. Mr. Blatt had sent a letter to the township identifying several items. 1) they did not want to purchase an EDU but install a holding tank, 2) did not want to pay the monthly user fee until after the connection is physically made.

Mr. McMullen, township engineer explained that there is a requirement to connect any structure within 150' of a sewer line or adjacent to a sewer line. There are no partial EDU's.

Mr. Blatt questioned a bill he received for attorney fees. He was informed that any work done by the solicitor or engineer will be billed to them directly.

Mr. Blatt asked about a port a potty. Mr. McMullen stated that Mr. Blatt would have to check with the SEO to see if that was permitted.

Mr. Blatt was asked if he had checked with Leesport about water service and he stated that the contractor was supposed to be checking into that.

Mr. Blatt asked if they did not erect the building, what would happen. Mr. McMullen stated that then things would be dropped. It was stated that the Leesport Cemetery Company would have to pay for any outstanding fees.

Mr. Blatt would have to go back to the board to have discussions regarding this.

TAX COLLECTION: A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the Tax Collector report for July 2021.

Real Estate Taxes -	\$12,418.16
Real Estate Interims -	\$ 198.47
Street Light Tax -	\$ 360.00

ROADMASTERS REPORT JULY 2021

FUEL USED

Cans – 42.15 gal unleaded gas
Cans – 5.3 gal diesel
Tiger – 136.96 gal diesel
Blue Ford – 28.5 unleaded gas
GMC Utility – 23.3 gal diesel
Pick up – 54.11 – gal unleaded gas

WORK PREFORMED

Mowed at Township Building
Mowed at Rec A & B
Mowed sewer pump stations
Mowed along roads and intersections
Sprayed roads and intersections
Worked at beds around the building
Installed drop shot at Rec A
Observed boring under Calais Drive
Removed tree on Willow Creek Road
Rec B Zero turn to Lift for repairs
New radios installed in trucks
Emptied trash A & B

SIGNS REPLACED/INSTALLED

Replaced top sign – Ashley and Ontelaunee Drive
Replaced Gernants Church Rd & Ontelaunee Drive sign
Replaced Willowcreek Road & S. Calais sign
Install no parking – Bowers Road
Replaced no trash sign – E. Huller

PURCHASES & EXPENSES

Kuzans (invoices for July)	93.13
Lowe's (cement)	132.46
Bilco (glass wipes)	46.30
Triangle Communications (new radios and base)	2,557.00
Stichter Sharpening	156.00
Lift (2.5 gal def)	13.38
Stony Creek rentals (bed shaper, dingo and auger rental)	258.89

Total **\$3,257.16**

Kenneth Stoudt

Roadmaster

ENGINEER REPORT FOR JULY 2021

Subdivisions and Land Development Projects

1. McIntosh Farms II

Revised plans were received July 28, 2021 and will be reviewed regarding compliance to conditions of final plan approval.

An NPDES pre-construction conference was held August 4, 2021. A motion regarding earthmoving activities on the site is listed on the agenda.

A Summarization of Costs for McIntosh Farms II was received and is being reviewed.

2. McGrew Dealership (Bobcat)

A revised final plan was received and reviewed. A final conditions review correspondence was issued for the project on July 27, 2021 and forwarded to the developer's consultant.

3. Reitnouer Land Development Plan

Communications regarding project agreements (Improvement, SWM, and Water Capacity) are or have been prepared and or discussed with the developer's representative.

A revised plan addressing the conditions of final plan approval have not been received.

4. Crow Holdings Land Development

Communications regarding the Area Wide TIS and associated improvement costs and project agreements (Improvement, SWM, and Water Capacity) are or have been prepared and or discussed with the developer's representative.

A revised plan addressing the conditions of final plan approval was received and is being reviewed. The developer is working to address the PADEP Sewage Facilities Planning Module comment pertaining the PHMC review.

5. McIntosh Farms – 16 Lots on Adams Road

The depressed curb for Lot 6 will be removed and replaced to match the single width driveway access point.

6. Epting Tract

The developer's consultant provided a copy of the correspondence forwarded to PADEP for sewage facilities planning.

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

ARRO is conducting periodic improvement installation observations as necessary.

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

ARRO personnel conducted a site review of the improvement installation and forwarded an inquiry to the developer and their consultant regarding water ponding on West Huller Lane. The inlet placed along West Huller Lane is not dewatering correctly and causing the water ponding on the road. To date we have not received any suggestions/resolution from the developer or their consultant.

9. **Allan Myers Land Development**

The public water tap was completed.

10. **Berman Freight Land Development Plan**

A discussion was held with a representative of Berman Freightliner (Paul Zydyk) regarding the potential of paving the locations originally presented to be stone. We advised the representative to provide calculations regarding any changes to impervious coverage calculations and stormwater flows.

The following subdivision/land development plans remain active (*Items #11 through #15*); however, there is no activity since our last report.

11. **Harvest Subdivision**

A review of the light poles was conducted and a report provided to the developer. A copy of the report was forwarded to the Township under separate cover.

12. **Willow Glen Subdivision**

Final wearing course paving was conducted on Calais Drive South, Edinboro Lane and Danbury Court.

A review of the light poles was conducted and a report provided to the developer. A copy of the report was forwarded to the Township under separate cover.

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

ARRO personnel conducted on-site observations for the connection of the facility to the existing low-pressure system located on Noll Pallet property.

14. **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.

15. 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.

16. **General Engineering**

- a. H & K completed the 2021 Road Project on Gernants Church Road.
- b. L & N Zimmerman Excavating completed the boring and conduit installation across Calais Drive from Versailles Court on July 30, 2021. A work order request will be needed to be submitted to Met-Ed and the township electrician will pull wires and energize the light pole as early as next week.
- c. No contacts have been received from PennDOT regarding the June 2021 submission of the Area Wide TIS.

The grant application to the DCED Multimodal Fund Program for the roadway improvements identified in the Area Wide TIS was submitted July 29, 2021.

- d. ARRO forwarded the Sewer Capacity Agreement and SALDO Waiver Agreement prepared by Attorney Magovern's office to a representative for the cemetery located on Kindt Corner Road. Correspondence has been received from the cemetery regarding the agreements. It is anticipated that a representative of the cemetery will be attending the Supervisors meeting to discuss the agreements.
- e. ARRO is reviewing a Stormwater Management plan for UGI regarding the placement of an accessory structure on their parcel on Leesport Avenue.
- f. Suggest the Supervisors consider the 2021 Penn DOT Transpiration Alternatives Set Aside program as a potential funding source for the MS4 required improvements. Pre-application is due August 16, 2021. Final applications are due October 15, 2021

17. **Water System Engineering & Reporting**

- a. Water meter readings were reviewed and data entered into the PADEP portal.

18. **Sanitary Sewer System Engineering**

- a. Based on approval of the Board of Supervisors at their May 6th meeting, ARRO has implemented the survey, design and permitting for the Pump Station Modernization and Upgrade project. The survey for the pump station 7 (PS7) force main is complete. ARRO

has started the design work for all pump stations and the force main for PS7. The Water Quality Management Part II Permit for PS7's upgrades has also been started.

- b. Wastewater sampling data was reviewed and split sampling discussed with MJ Reider and Quacker Parkers. Additional sampling will be scheduled with MJ Reider for the industrial facilities as needed.
- c. ARRO is compiling a running list of revisions and will provide updates for the Rules & Regulations to Attorney Magovern's office.

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. A quote was requested from an additional provider of pump station wet well cleaning services for comparison to the current providers charges.
- c. The following alarms were responded to.
 - i. Power outages at various stations on 7/12 & 7/13

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to authorize Arro Consulting to complete the pre application for the 2021 Penn DOT Transpiration Alternatives Set Aside for SWM funding and then complete the final application which is due October 15, 2021. Vote 2:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to ratify approval of earthmoving activities based on the NPDES approval of the McIntosh Farms II Subdivision. Vote 2:0

WATER DEPT.: July Report submitted

MS4: Nothing to report

SOLICITOR : Solicitor Magovern

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to authorize the Solicitor to prepare the resolution for the intergovernmental cooperation agreement with the County of Berks regarding dispatch services. Vote 2:0

Solicitor Magovern mentioned that the Township received an approval letter for the Enterprise Zone designation from DCED.

CODE ENFORCEMENT – July report submitted

EMA COORDINATOR –

POLICE COMMISSION – Mr. Hadden stated that there were several interviews done for police officer positions.

PLANNING COMMISSION – No business to report

EXPENDITURES

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve expenditures for the month of July in the amount of \$241,758.17. Vote 2:0

General	\$123,766.71
Developers A/C	\$ 3,120.29
Water	\$ 40,112.06
Sewer	\$ 74,759.11

LIST OF BILLS - JULY 2021

1800 Flowers	92.19
ARRO Consulting, Inc.	31,505.91
Bilco Safety Products, Inc	46.30
Borough of Leesport	3,390.80
Brinkash and Associates Inc.	2,900.00
Comfort Pro, Inc	2,005.34
Commonwealth of Pennsylvania	630.00
Delaware Valley Regional Finance Authori	2,942.40
Envirep Inc	1,148.54
Hartman Valeriano Magovern & Lutz P.C.	4,077.40
Hemmigs Plumbing	7,030.26
J.C.EHRLICH	402.00
J.P.Mascaro & Sons	803.60
JB Environmental Services LLC	160.00
Kraft Code Services LLC	8,558.57
KUZANS HARDWARE	18.48
LB Water Service, Inc.	2,053.00
Leesport Borough Authority	53,005.96
LIFT, Inc.	13.38
M.J. Reider Associates Inc	3,215.00
Met Ed	4,301.36
MET ED	913.30
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	75,022.90
PSATS	100.00
Reading Area Water Authority	25,655.03
Reading Office Maintenance	255.00

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Redner's	5.29
Rhoads Energy Corporation	562.42
Schultz Technology Solutions	1,051.16
Sharp Shooter	10.59
SOS Business Machines	271.75
Stichter Sharpening & Custom Machining	156.00
Stoney Creek Rentals	64.87
T. M. Bailey Services, LLC	170.00
TELCO, INC.	657.00
The Wire Guys	5,712.50
Triangle Communications	2,557.00
VERIZON	84.66
WB Mason	94.32
Zoom Video Communications Inc.	15.89

OLD BUSINESS:

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the purchase and installation of 4 cameras and replacement of a security server from TWG Security a total price of \$7,937.84. Vote 2:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the change of date for a special permit for Las Cabanas Quintas from August 15 to August 29, 2021. Vote 2:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve a special permit for a car show to be held at Las Cabanas Quintas on September 4, 2021, rain date of September 11, 2021. Vote 2:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to adopt Resolution #2021-11 supporting the Pennsylvania Commission for the United States semi-quincentennial. Vote 2:0

UPCOMING MEETINGS/INFO:

August 9 – 6:00 p.m. – NBRPD
August 19 – 7 p.m. – Planning Commission
September 2 - 7 p.m. - Board of Supervisors meeting

ADJOURNMENT

August 5, 2021

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to adjourn the monthly meeting at 7:40 p.m. Vote 2:0

Respectfully

Kim Y. Berger
Secretary