

November 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: Dave Walasavage, Engineer
Elizabeth Magovern, Solicitor
Kim Y. Berger, Secretary

Visitors- Chief Jim Keiser (NBRPD), Joshua Steingraber, Charles Grebolski, Jeffrey Schmidt, Chris Hadden, Jeremy Hoagland, John Messing

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the minutes from the regular meeting of October 7, 2021. Vote 2:0

POLICE DEPARTMENT – September report was submitted

Chief Keiser stated that there are four officers who are participating in the “No Shave November” and they are paying \$25 which will go to a local charity.

Supervisor Hadden asked if the vest was turned over to Chief Brian Horner. Chief Keiser stated he reached out to Chief Horner today.

Supervisor Hadden asked if the issue on Willow Creek Road has been resolved and Chief Keiser stated that citations have been issued and Solicitor Magovern’s name was added as a witness on the citation.

FIRE DEPARTMENT – No Report

BUSINESS FROM FLOOR –

Josh Steingraber questioned the status of Supervisor William Klein.

Solicitor Magovern stated that Mr. Klein is on medical leave. If Mr. Klein determines that he cannot return as a supervisor and he submits a resignation, the board has 30 days to appoint another supervisor. Solicitor Magovern stated that as far as the board knows Mr. Klein intends to return, however due to HIPAA regulations she cannot disclose any medical information.

Mr. Steingraber questioned what is residency. Solicitor Magovern stated that his primary residence is still in Ontelaunee Township. Ms. Magovern stated that any supervisor can remain on the board until the Township receives a letter of resignation or a supervisor would pass away.

Chris Hadden questioned if all the street lights and other issues would be repaired prior to the Harvest being dedicated. He reported that the street light in front of his house is missing parts. It was stated that the Township will not take over dedication until all things have been repaired.

Jeremy Hoagland was present to thank the Township for approving Hearing Impaired signs for his children who are both hearing impaired.

Mr. Hoagland also asked that the intersection of Kindt Corner Road and Loose Lane be looked at. It is very difficult pulling onto Kindt Corner from Looses Lane due to trees and bushes on the corners. The Roadmaster will take a look at it.

John Messing, Allentown Pike, asked that the township contact PA DOT and have them clear the culverts.

Secretary Berger will contact PA DOT and ask them.

TAX COLLECTION: A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the Tax Collector report for October 2021. Vote 2:0

Real Estate Taxes -	\$766.71
Real Estate Interims -	\$
Street Light Tax -	\$ 99.00

ROADMASTERS REPORT OCTOBER 2021

FUEL USED

Tiger – 106.19 gal diesel
Diesel cans – 10.07 gal diesel
Pick up – 126.79 gal unleaded
Gas cans – 64.026 gal unleaded

HOURS WORKED

212.50 total hours
15 hours twp. Building
34.5 hrs for rec A & B

WORK PREFORMED

Mowed at Township Building
Mowed at Rec A & B
Mowed along Roads and intersections
Mowed sewer pump stations
Removed tree on Bowers Road
Removed tree on pump station – S. Riverside Drive
Planted 3 bushes and mulch at township building
Replace lite bulbs on perimeter of township building
Remove trash Rec A
Removed tree and brush on Koch and Helen
Picked up barrels for food truck event
Took back barrels and remove trash from food truck event
Patched and planted grass at light project on Calais Drive
Met with Nate regarding lighting for park
Picked up blades from Stichter
Met with two contractors regarding sealing of parking lot
Built another workbench in shop

Equipment maintenance
Met with and check out road projects with Wessner

PURCHASES & EXPENSES

Kuzans (invoices for October)	215.37
Millers Lawnmower (weed eater string; repair chain saw)	291.30
Miller Municipal (road closed sign)	102.40
Lowes (10 bags of cold patch)	156.65
Arlan Wessner (repairs S. Riverside Drive)	1,510.00
Arlan Wessner (repair sink hole)	12,690.26
Arlan Wessner (repair Hannibal culvert)	3,401.55
Arlan Wessner (repair Berkley Park catch basin)	5,770.00

Total **\$24,137.53**

Kenneth Stoudt
Roadmaster

Engineers Report October 2021

Subdivisions and Land Development Projects

1. McIntosh Farms II

Final agreements and conditions are pending, plans have been submitted to the township for signature upon final agreements and conditions being met.

Earthmoving activities and sanitary sewer installation is on-going. ARRO is reviewing submittals and on-site for RPR services.

2. McGrew Dealership (Bobcat)

ARRO performed final conditions review correspondence issued for the project on October 13, 2021.

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 response/resubmission to review correspondence issued for the project on April 14, 2021 was received August 23, 2021 and will be reviewed.

A response/resubmission to review correspondence issued for sanitary sewer aspects of the project were received on August 4, 2021 and are being reviewed.

4. Crow Holdings Land Development

Final conditions review letter was prepared and submitted to the applicant on September 13, 2021. A conference call was held with the applicants' attorney regarding agreements and proposing earth moving activities prior to final plan recording. A revision to the NPDES permit for driveway access and stormwater outlets of the adjacent Reitnouer project will need to be provided.

The developer is working to address the PADEP Sewage Facilities Planning Module comment pertaining the PHMC review.

Project is on the agenda to allow site work in advance of all final conditions being met. The NPDES permit and E&S approval has previously been obtained.

5. Harvest Subdivision

Dedication and related documents are being prepared by the solicitor's office.

6. Willow Glen Subdivision

Dedication and related documents are being prepared by the solicitor's office.

7. Allan Myers Land Development

Refer to the agenda "ARRO recommends the Supervisors pass a "Motion to release the Improvement Escrow amount of \$1,610,628.24, being the full value, for the Allan Myers Project."

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

Refer to the agenda "ARRO recommends the supervisors take action to approve the escrow release #6 requested for Reading Berks Storage in the amount of \$43,906.00 from the LOC #540002831.

9. McIntosh Farms – 16 Lots on Adams Road

A request was made by the developer for full escrow release. We are awaiting additional information from the developer prior to providing a recommendation.

The following subdivision/land development plans remain active (*Items #10 through #16*); however, there is no activity since our last report.

10. Epting Tract

Inquiries regarding water line locations were received from the developer's consultant. Available information was provided.

11. Gaspari Tract

Inquiries regarding the potential development of the tract for single family units was received. A meeting with the developer was held on September 10, 2021 to discuss project and sanitary sewer. Developer has purchased EDU's from previous agreements however project may require additional capacity EDU's for more units. developer is researching additional sewer service.

12. 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.

13. 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.

14. 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.

15. 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.

16. General Engineering

- a. Comments from PennDOT regarding the June 2021 submission of the Area Wide TIS have been received and forwarded to the Township and Bogia Engineering under separate cover.

Based on recent land acquisitions should be reviewed and revised.

- b. ARRO provided review comments for a Stormwater Management plan for UGI regarding the placement of an accessory structure on their parcel on Leesport Avenue. ARRO met with UGI representatives who have agreed to re-grade shoulders of their driveway to direct roadway runoff into the stormwater basins on both sides of the driveway which is currently draining to the Leesport Avenue intersection. We have not received any additional information from UGI.
- c. Discussions were held with the Schuylkill Valley School District consultant regarding the Stormwater Management submission for a proposed driveway the SVSD engineer has

indicated they would like to include a small pole building on the site. Information regarding land development and additional information was submitted to the developer's engineer.

17. Water System Engineering & Reporting

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

19. 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. ARRO has contacted PennVest to schedule a pre-planning meeting to discuss the project as a whole and to review the upcoming loan application/financing. ARRO will be submitting the documentation for the Part II Permit Application this month. Since Pump Station 7 is to have its capacity upgraded from 125 gpm to 295 gpm, ARRO suggests opening communications regarding this increase with Leesport Borough Authority (LBA) (if they were not included in the development of the Corrective Action Plan). With the Township's permission, ARRO would like to reach out to LBA's engineer regarding this proposed increase to verify that the LBA gravity system can handle the pumping rate increase.
- b. Wastewater sampling data was reviewed and 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.
- d. Connection of parcels in Ontelaunee Township directly to MTA sewer system was reviewed with recommendations provided to the township under separate cover.

20. Sanitary Sewer Operations

- a. Services/activities were conducted as identified under the Routine Operations scope of services outline in the Professional Services Agreement between Ontelaunee Township and ARRO.
- b. ARRO personnel cleaned the trash rack on Pump station 6 & 7.
- c. Operations personnel performed follow up inspection of 9 Verdun grinder tank with property owner and assessed low-pressure system for potential maintenance issues. Follow up site visit for 9 Verdun Dr to verify proper grinder tank repairs were completed (we may close this out).
- d. Pump out and inspect low pressure manholes on Willow Creek Rd, Verdun Dr. and Nantucket Dr; Remove and inspect air release valve on Verdun Dr.; Replace bad bubbler in Pump Station #4. Contact Watermark to discuss level of Muffin Monster in pump

station #4 as flows are going over the grinder; follow up conversations and schedule site visit for 10-29-21 to review with Watermark

- e. Troubleshoot Muffin Monster at station #4 with representative from Watermark Environmental Systems due to water flowing over Muffin Monster in current guide rail assembly.
- f. Relay fault at Pump Station #2, pumps did not run in Auto. Cleared fault and waited for station to run through two full cycles to verify both pumps were operational in Auto. If relay faults during the weekly exercise of the back up motor, ARRO will replace the relay.

On the recommendation of the Engineer, a motion was made by Gary Hadden and seconded by Kenneth Stoudt to fully release the Improvement Escrow totaling \$1,610,628.24 and execute an 18 month maintenance agreement for the sewer and water services and related restoration of \$6,700 for the Allan Myers project, 5662 Leesport Avenue. (15% of that is \$1,005). Vote 2:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to allow Crow Holdings Inc. to commence site work on their property. CHI Inc. has their NPDES permit and E & S approval to do the earthwork. It is to be noted that this site work is being done at their own risk. Vote 2:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the escrow release #6 requested for Reading Berks Storage in the amount of \$43,906.00 from the LOC #540002831. Vote 2:0

WATER DEPT.: October Report submitted

MS4:

Secretary Berger stated that she attended the MS4 Steering Committee meeting – Discussion was held regarding upcoming Audits as well as some housekeeping items that we will have to work on.

SOLICITOR : Solicitor Magovern – nothing to report

CODE ENFORCEMENT – October report submitted

EMA COORDINATOR – Secretary Berger stated that she received information from the County about Salt quantities and the possibility of a shortage. We do have two bins that are almost full. The roadmaster can determine if we want to try and ordered another 25 to 50 tons.

POLICE COMMISSION – two new officers have started , going through the FTO program for 6 months and on a one year probation. The budget is slated to be approved at the November 8, 2021 meeting. There is a small increase to Ontelaunee of \$6,000.00 for the 2022 budget.

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 October in the amount of \$617,222.36. Vote 2:0

General	\$155,737.59
Developers A/C	\$ 11,081.97
Water	\$ 131,189.32
Sewer	\$ 319,213.48

OCTOBER LIST OF BILLS

21st Century Media - Philly Cluster	122.03
Arlan R. Wessner, Inc.	23,371.81
ARRO Consulting, Inc.	38,398.18
BB & T Governmental Finance	17,925.75
Borough of Leesport	3,135.58
COUNTY PLUMBING & ELECTRIC	354.26
Cummins Power System, LLC	358.44
DCED	76.50
Delaware Valley Regional Finance Authori	124,942.40
Diane M. Lenick	1,840.00
Emergency Systems	1,979.25
Environmental Systems Research Institute	400.00
Exeter Supply Co, Inc	625.00
Frederick K. Hatt, Attorney-at-Law	3,491.30
Gary S. Hadden	60.90
Hartman Valeriano Magovern & Lutz P.C.	4,834.00
Hemmigs Plumbing	7,115.00
Home Depot	106.00
J.P.Mascaro & Sons	803.60
JB Environmental Services LLC	85.00
Kenneth M.STOUDT	60.90
KIM BERGER	60.90
Kraft Code Services LLC	5,165.89
KUZANS HARDWARE	142.70
Leesport Borough Authority	54,991.09
Lowes Home Centers	181.00
M.J. Reider Associates Inc	730.00
Master Meter Inc.	1,200.00
Met Ed	4,439.16
MET ED	1,101.55
Miller Municipal Supply LLC	102.40
MILLERS LAWNMOWER SERVICE	24.00
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	75,022.90
OFFICE SERVICE CO.	50.64
PSATS UC GROUP TRUST	34.99

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Reading & Northern Real Estate Co.	2,754.96
Reading Area Water Authority	22,409.81
Reading Office Maintenance	255.00
Rhoads Energy Corporation	551.46
Schultz Technology Solutions	489.23
SOS Business Machines	403.28
Stichter Sharpening & Custom Machining	108.00
T. M. Bailey Services, LLC	170.00
TELCO, INC.	3,167.84
VERIZON	84.56
VRC (Vital Records Control)	800.00
W. B. Mason Co. Inc.	32.45
Wilmington Trust Company	212,548.76
Zoom Video Communications Inc.	15.89
	617,222.36
General	155,737.59
Water	131,189.32
Sewer	319,213.48
Developer account	11,081.97

OLD BUSINESS:

NEW BUSINESS:

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to make the following contributions for 2022:

Contribute \$22,000 to the Union Fire Company No. 1 of Leesport

Contribute \$2,000 to the Temple Fire Company

Contribute \$4,000 to the Northern Berks EMS

Contribute \$7,000 to the Schuylkill Valley Library

Vote 2:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to contribute \$250.00 to Berks County Solid Waste Authority for the 2022 year. Vote 2:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to contribute \$150.00 to Crime Alert Berks County for the 2022 year. Vote 2:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to contribute \$200.00 to Center for Excellence in Local Government for the 2022 year. Vote 2:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve tentative approval of the 2022 general, water and sewer budget. Vote 2:0

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A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the special event permit submitted by the Schuylkill Valley School district to hold a 5K race and Fun Run to benefit an Elementary School student suffering with cancer. Also request that the fee be waived for this event. This event will be held on November 14, 2021. A certificate of insurance has been provided. The school will need to contact the police and Fire Company for personnel to assist the runners on the roadway. Vote 2:0

UPCOMING MEETINGS/INFO:

November 8 – 6 p.m. – NBRPD Commission meeting
November 18 – 7 p.m. – Planning Commission
November 25 & 26 – OFFICE CLOSED
December 2 – 7 p.m. – Supervisors meeting

ADJOURNMENT

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