

December 2, 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), Joshua Steingraber, Gene Stork, Nicole Schwenk, Michael Schwenk, Tom Geiger, Nona Geiger, Bob Geiger, Richard Geiger, Jeremy Hoagland, Kenny Quell, Kelly Burdick

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the minutes from the regular meeting of November 4, 2021. Vote 2:0

An executive Session was held on November 9, 2021
An executive session was held on November 22, 2021

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to amend the agenda by adding a motion regarding the resignation of William Klein. Vote 2:0

POLICE DEPARTMENT – October report was submitted
Chief Keiser stated that they performed a commercial vehicle contact program in November and there were six vehicles that actually had to be taken out of service due to various issues.

FIRE DEPARTMENT – September and October report
Chief Quell stated that there were 18 incidents in Ontelaunee in November.

At this point Chief Quell was asked to come to the front. The Leesport Fire Company was presented with a \$25,000 check from Forino Homes based on a stipulation that the Township put in effect for the McIntosh development.

BUSINESS FROM FLOOR –

Tom Geiger was present representing the Geiger Farm Partnership. They own the 90 acre farm adjacent to Ontelaunee Drive and Kindt Corner Road. Mr. Geiger was present to request the supervisors change the zoning from Agricultural to Commercial. At this time they plan to continue to farm the land, but with the recent onslaught of development in the area, they would like to be proactive in having options in the future.

It was stated that the Geiger's should deliver to the township an escrow of \$3500 to cover legal, engineering and advertising costs. The draft Ordinance will need to go to the Township Planning Commission as well as the Berks County Planning Commission for comments before the enactment.

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to authorize the solicitor to draft an ordinance to change the zoning from agricultural to commercial. Vote 2:0

Gene Stork, new owner of Ozzy's (5411 Pottsville Pike) was present to discuss the EDU issue whereby he is required to have 7 EDU's. He stated that he only has 20 employees. Mr. McMullen explained the EDU non-residential questionnaire and how the formula is used to arrive at the number of EDU's for each commercial property. Mr. McMullen stated that the township is bound by our resolution.

Nicole Schwenk, Gernant's Church Road was present to ask questions regarding stormwater applications and fees. They had to complete an application and pay a fee of \$1500. Ms. Schwenk also stated that she submitted a Right to Know Request and there are inconsistencies with who had to fill out an application and pay the fee and who didn't.

Mr. McMullen explained the process of when stormwater is required.

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

Real Estate Taxes -	\$0.00
Real Estate Interims -	\$0.00
Street Light Tax -	\$0.00

ROADMASTERS REPORT NOVEMBER 2021

FUEL USED

Tiger – 35.19 gal diesel

HOURS WORKED

179.75 total hours

4 Hours twp. Building

16.25 hrs for rec A & B

WORK PREFORMED

Mowed at Township Building

Mow North Pointe

Mow along road and intersections

Pick up plow for #4 M2 at Kutz

Get plow cutting edges and chains at Kutz

Pick up #4 at Grims

Took GMC utility to Grims

M2 #4 at Highland for air dryer replacement

Clean up tree on Grube Lane

Brought mowers from A & B back to shop

Picked up trash bags from school road clean up

Took off mower on Kubota

Pick up loader from Lift – repairs from lights and horn

SIGNS

Replace stop sign – Ashley Way and Ontelaunee Drive
Replace No parking – Gernants Church Road
Replace stop sign – Ohlinger Rd and Shoemakersville Road
Replace stop sign – Dries and Grube Lane
Straighten stop sign – Gernant's & Cider Mill Road

PURCHASES & EXPENSES

Kuzans (invoices for November)	27.64
Miller Municipal (signs)	606.60
Lift (Service and repair lights on loader)	1,005.65
NAPA (oil for pump stations)	44.45
Highland (replace air dryer on #4 M2)	357.93

Total **\$2,042.27**

Kenneth Stoudt
Roadmaster

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to take action to pay the road crew drivers \$20/hr. while plowing/cindering. Vote 2:0

Engineers Report November 2021

Subdivisions and Land Development Projects

1. Epting Tract Subdivision

A preliminary plan submission has been received for the project and will first be reviewed by the Ontelaunee Township Planning Commission at their meeting to be held December 16, 2021.

2. Apple Ridge Subdivision

A sketch plan submission has been received for the project and will first be reviewed by the Ontelaunee Township Planning Commission at their meeting to be held December 16, 2021.

3. Braeburn Estates Subdivision

A sketch plan submission has been received for the project and will first be reviewed by the Ontelaunee Township Planning Commission at their meeting to be held December 16, 2021.

4. McIntosh Farms II

Agreements, escrow funds, and final conditions of plan approval were provided and the plans forwarded to the developer for recording.

ARRO is reviewing submittals and providing on-site for RPR services for improvement installation.

5. 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 regarding planning and sanitary sewer issued for the project on April 14, 2021 was received and is being reviewed.

PADEP issued a review correspondence for the Sewage Facilities Planning Module submittal for the combined projects of Reitnouer and Crow Holdings.

Boring of the 3" force main from the proposed sanitary sewer pump station to the gravity manhole located north of SR 0073 is tentatively scheduled to commence on December 6, 2021. A pre-construction meeting was held with the contractor, developer's consultant, RAWA representative and ARRO representatives on November 22, 2021.

6. Crow Holdings Land Development

A revised Final conditions review letter was prepared and submitted to the applicant and their consultant on November 19, 2021. A conference call was held with the developer's consultant regarding the review correspondence.

A conference call was conducted, at the request of the developer and their site contractor, regarding relocation of the Ontelaunee Township sanitary sewer force main and the RAWA water main.

Agreement are being developed and/or provided to the developer regarding water service, improvements and storm water management facilities.

7. Allan Myers Land Development

The 18-month escrow for the project was calculated and received from the developer.

8. Harvest Subdivision

ARRO informed the developer of items to be address/corrected prior to the Township considering an offer of dedication of the improvements.

9. Willow Glen Subdivision

ARRO informed the developer of items to be address/corrected prior to the Township considering an offer of dedication of the improvements.

The following subdivision/land development plans remain active (*Items #10 through #17*); however, there is no activity since our last report.

10. 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.

11. McGrew Dealership (Bobcat)

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

12. 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.

13. 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.

14. 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.

15. 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.

16. 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.

17. 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.

18. General Engineering

- a. The 2021 Road Project documents were forwarded to Charles Paris, PennDOT Municipal Services Representative, for formal project approval and project closeout.

19. Water System Engineering & Reporting

- a. Water meter readings were reviewed and data entered into the PADEP portal for the Annual Water Allocation Report.

20. 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. It has been decided that PennVest monies will not be pursued. ARRO will be submitting the documentation for the Part II Permit Application in mid-December. ARRO spoke with Leesport Borough's Engineer regarding proposed increase to verify that the LBA gravity system can handle the pumping rate increase. ARRO staff will be meeting with Township representatives/staff to review and discuss some of the particulars of the proposed upgrades. Preparation of design plans and specifications are ongoing.
- b. Wastewater sampling data was reviewed and additional sampling will be scheduled with MJ Reider for the industrial facilities as needed.
- c. An item is on the agenda for the waiver of Industrial Pretreatment Permitting Fees. This is consistent with prior permitting cycle waiver of fees.
- d. ARRO reviewed potential connections to MTA's existing sanitary sewer facilities for parcels located in Ontelaunee Township. ARRO recommends that connection of the parcels to the MTA system be approved by the Board of Supervisors.
- e. It was noted in the LBA meeting minutes that the blower project was anticipated to be bid in December 2021. ARRO will contact the LBA consultant for additional information and review the information if necessary.
- f. A request for additional EDU's was reviewed and a meeting held with the potential developers. Due to the existing LBA CAP the additional EDU's requested cannot be accommodated at this time.
- g. ARRO is compiling a running list of revisions and will provide updates for the Rules & Regulations to Attorney Magovern's office.

21. 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. High water alarms at PS #2 necessitated the pump belts to be replaced.
- c. The manhole frame on the BCIU parcel was dislodged and repaired.
- d. Leaf removal was conducted at the pump stations.
- e. ARRO personnel received quotes and assisted with power washing (inside and out) PS #1 & 3.
- f. Supports were added to the air release piping at PS #2.

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to waive the permit fee for commercial users of the strong waste monitoring program. (Industrial user pretreatment program.) Permits are set to renew in March 2022. Vote 2:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the sewer connections of the 4 parcels to the Maidencreek Township Municipal Authority sanitary sewer system as outlined in the letter dated December 1, 2021. These property addresses are: 1200 Park Road, 1227 Park Road, 5704 Allentown Pike and 72A Dries Road. Vote 2:0

WATER DEPT.: November Report submitted

MS4: Kim Berger stated that she will be attending a meeting with Berks County regarding the flooding that occurred at the campground at 91A Bowers Road.

SOLICITOR : Solicitor Magovern

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to ratify the water agreement with CHIPT Reading Ontelaunee LLC for 33 EDU's of water capacity for the property at 5291 Pottsville Pike. Vote 2:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to ratify the Memorandum of Transfer of 48 EDU's from Greater Berks Development Fund to CHIPT Reading Ontelaunee LLC. Vote 2:0

CODE ENFORCEMENT – November report submitted

EMA COORDINATOR – Nothing to report

POLICE COMMISSION – Mr. Hadden stated that the budget was passed and the two new officers are working are great. Chief Keiser stated that the secretary should be starting at the beginning of the year.

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 November in the amount of \$547,433.90. Vote 2:0

General	\$ 175,615.82
Developers A/C	\$ 3,176.03
Water	\$ 35,317.16
Sewer	\$ 333,324.89

NOVEMBER BILLS FOR APPROVAL

21st Century Media - Philly Cluster	472.05
Albright College, Center for Excellence	200
American Rock Salt Company, LLC	5,570.97
ARRO Consulting, Inc.	36,921.85
Berks Co. Solid Waste Authority	250
Berks Soil & Stone	5,000.00
Bob Fisher Chevrolet	54,000.00
Comfort Pro, Inc	149
COUNTY PLUMBING & ELECTRIC	502.44
Crime Alert Berks County	150
Cummins Power System, LLC	1,080.84
Delaware Valley Regional Finance Authori	2,649.60
E.M.KUTZ, INC.	3,235.89
Elite Fuel Service, LLC	672.57
Envirep Inc	260
Exeter Supply Co, Inc	4,302.00
GoDaddy.com, Inc.	40.34
H. A. Thomson Co.	1,426.00
Hartman Valeriano Magovern & Lutz P.C.	7,032.50
Hemmigs Plumbing	4,380.00
Highland Auto & Truck Repair	357.93
J.C.EHRLICH	402
J.P.Mascaro & Sons	803.6
JB Environmental Services LLC	400
John's Pro Wash	660
Kraft Code Services LLC	2,665.77
KUZANS HARDWARE	204.59
LB Water Service, Inc.	2,077.00
LIFT, Inc.	1,005.65
M.J. Reider Associates Inc	620
MET ED	1,414.25
Met Ed	4,453.93
Miller Municipal Supply LLC	606.6

December 2, 2021

Muhlenberg Township Fire & Rescue	2,000.00
NAPA	44.45
Nester's Sanitation Inc.	98
Northern Berks EMS	3,000.00
Northern Tool	588.88
OFFICE SERVICE CO.	84.14
PIRMA	27,131.00
Potts Nurseries, LLC	141
Purchase Power	756
Reading Area Water Authority	24,150.42
Reading Office Maintenance	170
Rhoads Energy Corporation	231.89
SAM'S CLUB	196.08
Schultz Technology Solutions	80
SV COMMUNITY LIBRARY	6,000.00
TELCO, INC.	274.95
The Wire Guys	914.09
TompkinsVIST Bank	317,130.00
UNION FIRE CO. #1 LEESPORT	20,000.00
Venture Lighting	169.47
VERIZON	84.48
W. B. Mason Co. Inc.	53.37
WB Mason	152.42
Zoom Video Communications Inc.	15.89
Grand total	547,433.90
General	175,615.82
Develeoper	3,176.03
Water	35,317.16
Sewer	333,324.89

OLD BUSINESS:

NEW BUSINESS:

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to approve the service quote with Long and Barrell to complete the 2021 Tax Audit of the Tax Collector at an approximate cost of \$3,795.00. Vote 2:0

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the 2022 Caselle Annual Maintenance and upgrade agreement with Dallas Data systems at a cost of \$14,523.75. Vote 2:0

December 2, 2021

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to adopt Resolution #2021-18 setting the tax millage at 4.05 mills for 2022. Vote 2:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to give final approval of the 2022 budget. Vote 2:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to contract with Yellow Rose Enterprises to plow the sewer pump stations at the same rate as last year. Vote 2:0

The following meeting dates for 2022 have been advertised

Reorganization – Monday, January 3, 2022 at 6 p.m. following by regular meeting at 7 p.m.

All other regular Supervisors meetings 1st Thursday at 7 p.m.

Planning Commission – 3rd Thursday at 7 p.m.

Actual dates were advertised in the newspaper

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to accept the resignation of William Klein as supervisor of Ontelaunee Township, effective immediately. Vote 2:0

Residents interested in being appointed to fill the unexpired term of Mr. Klein (term ending 12/31/2023) should send a letter of interest to the Secretary via email at ontelauneetownship@comcast.net or drop off at the township office by 12 noon on Monday, December 13, 2021.

UPCOMING MEETINGS/INFO:

December 13 – 6 p.m. – NBRPD Commission meeting

December 16 – 7 p.m. – Planning Commission

December 23 and 24 – OFFICE CLOSED

January 3, 2022 – 6 p.m. – Reorganization meeting

January 3, 2022 – 7 p.m. – Supervisors meeting

ADJOURNMENT

A motion was made by Gary Hadden and seconded by Kenneth Stoudt to adjourn the monthly meeting at 7:50 p.m. Vote 2:0

Respectfully

Kim Y. Berger
Secretary