

January 3, 2022

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 Gary Hadden, in the Ontelaunee Township building, with Board Supervisors Rudy Schmehl and Josh Steingraber present.

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

Visitors- Chief Jim Keiser (NBRPD), Gene Stork, Tom Geiger, Nona Geiger, Charles Grebloski, Kenny Stoudt, Kenny Quell, Jeremy Hoagland, Kelly Burdick

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to approve the minutes from the regular meeting of December 2, 2021. Vote 3:0

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to approve the minutes from the special meeting of December 20, 2021. Vote 3:0

An executive session was held on December 30, 2021 to discuss personnel.

POLICE DEPARTMENT – November report was submitted

FIRE DEPARTMENT – November report was submitted

BUSINESS FROM FLOOR –

Geiger Farm: Tommy Geiger was present to discuss changing the zoning of the Geiger farm on Ontelaunee Drive and Kindt Corner road from Ag to LI. Last month he had asked for the zoning to be changed from Ag to Commercial however, that cannot be done as it would be considered spot zoning.

At this time there are no plans to discontinue farming.

After discussion, a motion was made by Josh Steingraber and seconded by Rudy Schmehl to authorize the solicitor to draft an ordinance to change the zoning from A1 to LI. Vote 3:0

A \$3500 escrow deposit has already been submitted to the Township.

Gene Stork, for his business at 5411 Pottsville Pike, was present to ask for his EDU's to be lowered.

Mr. McMullen stated that he had received the revised non-residential questionnaire and it would appear that he would only need 3 EDU's. Mr. Stork could return the four EDU's to the Township at no cost to the township. There would need to be an inspection done of the facilities to determine that there are no floor drains. There is a question of where a sump pump may be connected.

An agreement will need to be drafted as well.

Mr. Stork will contact Bill McMullen to set up an inspection.

The second thing Mr. Stork would like to discuss is the sprinkler that is in the building. He stated that it was not hooked up correctly. Discussion was held regarding this since the sprinkler may have been installed in the early 2000's. He was instructed to contact the State Department of Labor and Industry.

TAX COLLECTION: A motion was made by Rudy Schmehl and seconded by Josh Steingraber to approve the Tax Collector report for December 2021. Vote 3:0

Real Estate Taxes -	\$2,469.90
Real Estate Interims -	\$ 0.00
Street Light Tax -	\$ 99.00

ROADMASTERS REPORT DECEMBER 2021

FUEL USED

Tiger – 33.41 gal diesel
Cans – 21.53 gal unleaded gas
Chevy pick up – 63.04 gal unleaded gas
Ford – 22.57 gal diesel
#4M2 – 8.37 gal diesel
#7M2 – 30.39 gal diesel
Kubota – 14.5 gal diesel

HOURS WORKED

153.75 total hours

WORK PREFORMED

Cut down tree on Bowers Road
Chip trees on Bowers Road
Trimmed trees on Berkley Park Road
Put plows and salt spreaders on trucks
Maintenance done on plows and salt spreaders
GMC Utility to Kutz for chain and plow
GMC dump to Kutz for hydraulic pump
Chevy Pick up to Fisher for dead battery
Chevy pick to Highland for strobe lights
M2#7 to Highland for new batteries
Removed mower from Kubota and put on blower
Put plow on Tiger
Kubota to Lift for windshield
GMC utility/M2 #4 to Grims for body work
Pick up tires on E. Huller Lane
Pushed 3 trees on Kerns Road with Tiger
Check out trees at Rec A
Changed bulbs in garage lights – switched to LED
GMC Dump to Kantners for leaking tire
Mowed Shoemakersville Road
Pulled out stop ahead sign/stub on Willow Creek Road

Marked cul-de-sac on Beechwood
Repaired lights on GMC dump plow

PURCHASES & EXPENSES

Kuzans (invoices for December)	573.77
Lift (def oil; windshield)	1,583.85
Mike Grim (repair M2 #4)	3,877.21
Mike Grim (repairs to GMC Utility)	3,193.50
Venture Lighting (garage light bulbs)	169.47
E M Kutz (cutting edges, shoes, chains)	3,235.89
Bob Fisher (start pick up)	127.40
EM Kutz (repairs to GMC dump)	1,051.69
Potts Nurseries (mulch and bushes)	141.00
American Rock Salt (deicing salt)	5,570.97
County Electric (switch garage lights)	502.44
V & M Towing	145.00
Highland (batteries for M2 #7)	266.04
County Electric (light @ Calais and Nantucket)	249.24

Total **\$20,687.47**

Kenneth Stoudt
Roadmaster

Engineers Report December 2021

Subdivisions and Land Development Projects

1. Epting Tract Subdivision

A preliminary plan submission was received and reviewed for the Ontelaunee Township Planning Commission meeting held December 16, 2021. At the request of the developer's consultant the submission was removed from the agenda due to the number of review comments.

2. Apple Ridge Subdivision

A sketch plan submission was received and reviewed for the Ontelaunee Township Planning Commission meeting held December 16, 2021. The developer's consultant was not in attendance at the meeting. The Planning Commission discussed concerns and impacts of the development with the influx of people and the effect on schools and roads. No action was taken on the plan by the Planning Commission at their meeting.

3. Braeburn Estates Subdivision

A sketch plan submission was received and reviewed for the Ontelaunee Township Planning Commission meeting held December 16, 2021. The developer's consultant was not in attendance at the meeting. The Planning Commission discussed concerns and impacts of the development with the influx of people and the effect on schools and roads. No action was taken on the plan by the Planning Commission at their meeting.

4. **McIntosh Farms II**

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

Communications regarding curb placement for Phase I of the project is ongoing.

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.

PADEP issued a review correspondence for the Sewage Facilities Planning Module submittal for the combined projects of Reitnouer and Crow Holdings. Based on the PADEP review of the project it is the desire of Reitnouer to own and operate the proposed pump station and also the 3" force main. This will necessitate an agreement between Reitnouer and the Township regarding Operation and Maintenance of the facility.

Boring of the 3" force main from the proposed sanitary sewer pump station to the gravity manhole located north of SR 0073 commenced December 6, 2021. The final portion of the boring (under SR 0073) was scheduled for completion December 30, 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.

The executed Water Capacity Agreement and associated tapping fee has been received by the Township.

The escrow estimate for the project was reviewed and forwarded to Attorney Magovern's office for use in preparation of the Improvements Agreement.

Final Agreements (Improvement and Stormwater Management) were developed and provided to the developer regarding by Attorney Magovern's office.

Note: The improvements to SR 0073 and Ontelaunee Drive as a result of the Reitnouer project and Crow Holdings project are proposed to be designed, permitted and constructed by the Reitnouer project and guaranteed via their Improvements Agreement and escrow submission. To date the Township does not have an estimate breaking out these specific improvements or a signed Improvement Agreement from either of the projects. A cross agreement between Reitnouer and the Crow Holding project owners for Crow Holding reimbursement to Reitnouer for these improvements has been discussed. No evidence of this cross agreement has been received by the Township.

7. **McGrew Dealership (Bobcat)**

The Low Volume Driveway and Stormwater Facility Highway Occupancy Permit have been issued for the project.

We will coordinate the additional items required by the conditional approval (agreements, executed plans, etc.) with the developer's consultant.

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. No additional information has been provided by the developer.

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. No additional information has been provided by the developer.

The following subdivision/land development plans remain active (*Items #10 through #16*); 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. **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.

12. **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.

13. **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.

14. **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.

15. *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.

16. *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.

17. **General Engineering**

- a. The 2021 Road Project documents forwarded to Charles Paris, PennDOT Municipal Services Representative, resulted in receipt of the formal project approval (MS-329) and closeout document (MS-999) being received.
- b. A review of the potential development at 150 Birch Street in Perry Township was conducted. ARRO personnel will prepare a letter of no interest for the development due to no development occurring/impacting Ontelaunee Township.

18. **Water System Engineering & Reporting**

- a. Water meter readings were reviewed and data entered into the PADEP portal.
- b. ARRO staff (Doug K.) interacted with the Township staff (Kelly B.) pertaining to the PADEP water system inspection process.

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 sent the upgrade flow for PS7 to LBA's engineer for their evaluation of their sewer system. Work on the technical specifications is ongoing. The Water Quality Management Permit can be ready for submission by January 14th. *Please provide ARRO with a \$500 check (payable to the Commonwealth of Pennsylvania) to cover the review fee.* ARRO is available to meet with the Township representatives/staff next week prior to submitting the WQM Permit. ARRO will coordinate accordingly.
- b. Proposed 2022 sampling schedule was reviewed. Discussions have occurred with Township staff and ARRO staff regarding additional sampling occurrences in the vicinity of PS #7.
- c. The revised Stork's Non-residential Sewer User Questionnaire was reviewed and the required EDU's recalculated. Based on the current questionnaire 3 EDU's would be required (7 were previously required) and confirmation of the garage bays not being connected to sanitary sewer should be confirmed upon their completion. Attorney Magovern's office indicated a letter relinquishing 4 of the 7 existing EDU's, at no cost, should be received from the owner.

- d. ARRO reviewed the information provided regarding the shut-off of the LPS service to 5289 Pottsville Pike. We have also reviewed the reconnection of the LPS to the relocated sanitary sewer force main with Crow Holdings consultants. Details pertaining to tapping the new force main for connection of the LPS service lateral were provided to Crow Holdings consultants.
- e. Wastewater sampling data was reviewed and additional sampling will be scheduled with MJ Reider for the industrial facilities and pump stations as needed.
- f. ARRO is compiling a running list of revisions and will provide updates for the Rules & Regulations to Attorney Magovern's office.

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 replaced the belts on the emergency motor at PS #2
- c. ARRO personnel provided access for and observed generator service conducted at PS #1, #3 & #6 by Emergency Services Corporation.

Discussion was held regarding the curbing that was installed on Ida Red Road in mid-December. When the curbing was poured the temp did drop below 40 degrees which is a violation. Mr. McMullen explained that there are two options: 1) have the contractor remove the 1000 feet of curbing or 2) perform a compression test.

The compression test would involve core boring 4 holes and performing a compression test for 28 days.

A motion was made by Gary Hadden and seconded by Rudy Schmehl to authorize Mr. McMullen to contact Forino to have them perform the compression test. This will be done at no cost to the township. Vote 3:0

Regarding the Reitnouer development a motion was made by Gary Hadden and seconded by Josh Steingraber to prepare an agreement between Reitnouer and the Township regarding the operation and maintenance of the pumping station that Reitnouer will be establishing and will own. The pump station shall be built to township specifications and this shall be noted in the agreement. Vote 3:0

Discussion was held regarding the Berks County Application for project funding for the ARP funds.

There could be a possibility of two projects that the township could apply for. One being the upgrades to the pump station project and two being the sewer treatment plant upgrade of Leesport Borough Authority to increase their organic capacity.

A motion was made by Gary Hadden and seconded by Rudy Schmehl to submit two grant applications when the application draft is available to be filled out. Vote 3:0

January 3, 2022

A motion was made by Gary Hadden and seconded by Rudy Schmehl to reimburse \$1,533.00 to the property owner at 5289 Pottsville Pike for invoices paid by the property owner when the township inadvertently closed a sewer valve that was subsequently discovered to disconnect their property.
Vote 3:0

Street lights – Forino will be changing the foundations on four poles. Mr. McMullen was asked to contact Forino to set up a meeting to discuss an action plan.

WATER DEPT.: December Report submitted

MS4:

SOLICITOR : Solicitor Magovern

Solicitor Magovern stated that she will need an executive session after the meeting for potential litigation.

CODE ENFORCEMENT – December report submitted

EMA COORDINATOR – Secretary Berger explained that a meeting was held at the Ag Center with a number of different entities regarding the flooding along the creek at Quintas Las Cabanas. There will be another meeting held in January to discuss various avenues that could be taken.

POLICE COMMISSION – The new secretary is starting January 31, 2022

PLANNING COMMISSION –

EXPENDITURES

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to approve expenditures for the month of December in the amount of \$325,801.48. Vote 3:0

General	\$ 257,131.38
Developers A/C	\$ 8,452.33
Water	\$ 34,831.23
Sewer	\$ 25,386.54

LIST OF BILLS - DECEMBER 2021

21st Century Media - Philly Cluster	1,075.79
ARRO Consulting, Inc.	42,466.25
Awards and More	119.78
Bob Fisher Chevrolet	127.40
Comfort Pro, Inc	1,551.36
County of Berks 1	300.00
COUNTY PLUMBING & ELECTRIC	956.64

January 3, 2022

DaBrian Marketing	828.00
Dallas Data Systems, Inc.	14,523.75
Delaware Valley Regional Finance Authori	2,649.60
E.M.KUTZ, INC.	1,051.69
Elite Fuel Service, LLC	5,123.59
Envirep Inc	278.40
Frederick K. Hatt, Attorney-at-Law	1,598.11
Grainger	675.69
H. A. Thomson Co.	5,454.00
Hartman Valeriano Magovern & Lutz P.C.	7,292.50
Hemmigs Plumbing	5,105.00
Highland Auto & Truck Repair	266.04
J.P.Mascaro & Sons	803.60
JB Environmental Services LLC	687.50
Jennifer McGrath	165.00
Kraft Code Services LLC	104,064.75
KUZANS HARDWARE	265.34
LIFT, Inc.	1,583.91
M.J. Reider Associates Inc	2,835.00
Met Ed	4,335.73
MET ED	1,325.71
Mike Grim's Truck Wreck Specialists, Inc	7,070.71
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	75,022.90
Pitney Bowes	180.66
ProAsys	240.00
Purchase Power	705.50
Reading Area Water Authority	26,311.80
READING EAGLE COMPANY	144.40
Reading Office Maintenance	170.00
Rhoads Energy Corporation	227.61
SAM'S CLUB	30.30
Schultz Technology Solutions	577.56
Steven Glascoe	1,533.00
Summit Valley Outdoor Solutions	5,583.63
TELCO, INC.	225.00
V & M Towing	145.00
W. B. Mason Co. Inc.	9.39
Zoom Video Communications Inc.	15.89
	325,801.48
General	257,131.38
Developers A/C	8,452.33
Water	34,831.23

January 3, 2022

Sewer

25,386.54

OLD BUSINESS:

NEW BUSINESS:

After discussion, a motion was made by Gary Hadden and seconded by Josh Steingraber to have electric run to the pavilion in the Willow Glen development and to install lights, receptacles and dusk to dawn lights at an approximate cost of \$14,00.00. Vote 3:0

Discussion was held regarding replacing the overhead lights in the township garage. A motion was made by Rudy Schmehl and seconded by Josh Steingraber to replace the 15 lights in the township garage with LED lights at a cost of approximately \$1,500.00. Vote 3:0

Discussion was held regarding repairing or replacing the plow for the 2008 GMC 5500. Mr. Stoudt received three quotes, one for a repair, one for a replacement MC plow and one for a replacement HC Plow.

After discussion a motion was made by Gary Hadden and seconded by Rudy Schmehl to authorize Kenneth Stoudt to obtain prices from other vendors and to purchase the plow. Vote 3:0

Discuss was held regarding a request for a letter of support to RAWA for funding improvements to the eastern dam at Ontelaunee Lake. A motion was made by Rudy Schmehl and seconded by Josh Steingraber to authorize this letter of support. Vote 3:0

Mr. Stoudt stated that the new truck should be ready in approximately 3 weeks.

UPCOMING MEETINGS/INFO:

January 10 – 6 p.m. – NBRPD Commission meeting
January 20 – 7 p.m. – Planning Commission
February 3 – 7 p.m. – Supervisors meeting

ADJOURNMENT

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to adjourn the monthly meeting at 8:35 p.m. Vote 3:0

Respectfully

Kim Y. Berger
Secretary