

July 7, 2016

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 Board Chairman Kenneth Stoudt, in the Ontelaunee Township building, with Board Supervisors William Klein and Gary Hadden present.

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

Visitors – Karen Chandler (Reading Eagle) Mark Stabolepszy (Spotts, Stevens and McCoy), David Kee (Arro Consulting), Scott Anderson (Great Valley Consultants)

A motion was made by William Klein and seconded by Gary Hadden to approve the meeting minutes as written from the Board of Supervisors meeting on June 2, 2016. Vote 3-0.

A workshop meeting was held on June 21 to review the codification of ordinances

There was a short executive session held before the regular meeting tonight to discuss possible litigation.

POLICE DEPARTMENT – May and June’s report were submitted

FIRE DEPARTMENT – no report

BUSINESS FROM FLOOR

Mark Stabolepszy was present to discuss the land development plan for Berks Products and the Hartman farm and to see if there were any questions from the Supervisors. After some discussion the following action was taken.

A motion was made by Gary Hadden and seconded by William Klein authorizing the Solicitor to send to Berks County Planning Commission and to advertise the Ordinance and exhibits regarding the rezoning of certain parcels presently owned by Berks Products and the Hartman Farm. Vote 3:0

Mark Stabolepszy (Spotts, Stevens and McCoy) requested to have this ready for the August Supervisors meeting. Solicitor Magovern stated she would try, but cannot promise.

Scott Anderson (Great Valley Consultants) was present to discuss the land development of Vossloh for the placement of a temporary trailer on their land located at 5662 Leesport Avenue.

Discussion was held regarding what was meant by “temporary” trailer, water and sewer questions etc.

July 7, 2016

Mr. Anderson stated that he was unsure of how long the temporary trailer would be there – it is to be for office workers and has a self-contained water and sewer system.

Discussion was held as to how long “temporary” is and when they will need to connect to the water and sewer which is available to them. After more discussion, it was determined that if the trailer is there for one year, they do not have to hook up. Once it passes the one year mark, they must pay the tap in fees and hook up. This shall be included in the improvements agreement. Mr. Anderson was advised to attend the Authority meeting on July 14.

TAX COLLECTION

A made was made by Gary Hadden and seconded by William Klein to acknowledge the tax collected for the month of June \$52,291.53 was in Real Estate Tax, \$1,080.00 was in Interims and \$1,080.00 was in Street Light Tax. Vote 3:0

ROADMASTERS REPORT JUNE 2016

FUEL USED

GMC pick up 22.0 gal diesel
Tiger – 76.7 gal diesel
Cans – 35.898 Gal unleaded gas
Kubota Loader -11.465 gal diesel

WORK PREFORMED

Mowed along roads and intersections
Mowed at township building
Mowed at Rec Areas A & B
Mowed at sewer pump stations
Cleaned up downed tree on Gernant’s Church Road
Planted new plants at township building
Mulch beds and trees at township building
Barricaded Bowers Road for downed wires
Filled potholes with grindings and graded Canal Street
Equipment maintenance
Mowed along State Roads as per our contract
Berks Products pushed salt higher in shed
Put salt in shed
Edged plant beds

SIGNS

Replaced Lakeshore Dr. & Bowers Rd. Signs (missing)
Replaced speed limit sign Peach Street (hit)
Replaced speed limit sign Heffner Rd. (hit)
Replaced stop sign – Calais and Edinboro

HOURS WORKED

178.50 total hours – 30.25 hours for Rec A and B, 53.50 hours mowing along roads and 51.50 hours for township building

July 7, 2016

PURCHASES & EXPENSES

Miller's Lawn Moyer (weedwacker heads and string)	69.19
Stichter Sharpening (sharpen blades)	126.00
Kuzan's (Def. mop and grease)	64.16
Kuzan's (landscape weed blocker)	60.97
E. M. Kutz (Spreader cover)	951.00
Stoney Creek rentals (rent bedshaper)	48.65
Potts Nurseries (15 shrubs)	227.00
Oceanport LLC (99.06 tons salt)	4,027.83
Berks Soil and Stone (36 yd millings)	360.00
Kuzan's (screws, bolts, snap pins)	14.50
Total	\$ 6,075.30

Roadmaster
Kenneth Stoudt

Kenneth Stoudt stated that some bushes have been planted and mulch was put down around the Township Building.

Mr. Stoudt stated that the Shomeakersville Post Office drivers refuse to drive on Adams Road due to the condition of the road and have instructed all the residents to move their mailboxes to Ontelaunee Drive.

Mr. Stoudt inquired what the township needed to do to remove stop signs that are designated on a plan but the road is a main thoroughfare. Solicitor Magovern stated that this can be done by Resolution.

After some discussion, a motion was made by Gary Hadden and seconded by William Klein to direct the Solicitor to prepare a Resolution removing the stop signs on Calais Drive at Edinboro Lane and to remove the stops signs on Nantucket Drive at Edinboro Lane. Vote 3:0

ENGINEER – Mr. McMullen presented the following report:

1. Mohrsville Road

ARRO is proceeding with final plans and specifications for the project and obtaining approval of the project for the use of Liquid Fuel funds.

2. General Engineering

- a. A response to ARRO's correspondence dated May 24, 2016 to PADEP referencing Cottage Lane, Snyder Road and Bewley Lane sanitary sewage disposal was received from PADEP on June 10, 2016. PADEP requests additional information regarding the litigation with residents on Bewley Lane and what steps Ontelaunee Township plans to take to address implementation of a chosen alternative that may longer be available to address a needs area in the approved Act 537 Plan.

The Township Solicitor researched the litigation and determined it was settled by praecipe. There is no record of any agreement or anything being filed, just a praecipe to settle.

- b. The Township Solicitor forwarded correspondence to Sheetz requesting information and the status of repairs to the sinkholes within the stormwater channel at the Sheetz located at the intersection of SR 0061 and Ashley Way.
- c. A copy of the Memorandum of Understanding between the township and Berks Conservation District was received from the Berks Conservation District. The MOU requires the municipality to provide packages to applicants for all earth disturbances greater than 5,000 square feet. Applicants are then required to submit to and receive approval from the Berks Conservation District.
- d. The annual MS4 report was forwarded to PADEP. Notes and comments were received by PADEP regarding additional information that will be required in the annual reports moving forward.

Dave Kee will be prepared to answer questions at the Supervisors meeting regarding the MS4 revisions per publication in the PA Bulletin and possible inter-municipal cooperation efforts.

3. Harvest Subdivision

We have not been advised by Forino or EJB regarding a date for the placement of a leveling course on roads to preserve the base course.

An improvement inspection report is attached.

4. BenCo Land Development

An escrow release recommendation totaling \$24,822.86 was forwarded to the Township under separate cover. Please reference ARRO invoices for the BenCo project for a full description and dates that inspections were conducted.

5. Brasler Parcel (Berks 222) Land Development Plan

A revised land development plan was reviewed at the Ontelaunee Township Planning Commission meeting of June 16, 2016. A waiver request recommendation is included in the Planning Commission portion of the agenda. Action by the Board of Supervisors for this plan is due on or prior to July 20, 2016 (90 days from first review by the PC). The developer's consultant has granted a 90 day extension via e-mail. We recommend the Supervisors accept the grant of extension.

6. Berks Products Subdivision

The subdivision/annexation of the Berks Products and F & G Family Farm parcels located on Berks Products Drive & SR 0061 was reviewed at the Ontelaunee Township

Planning Commission of June 16, 2016. No action was taken by the Planning Commission. Action by the Board of Supervisors for this plan is due on or prior to September 14, 2016 (90 days from first review by the PC).

In addition to the subdivision and annexation plan a rezoning request was reviewed by the Planning Commission and recommended for approval as submitted by the Berks Products consultant. The Township Solicitor has prepared the necessary documents for review and approval at the July 21 Planning Commission meeting.

7. Vossloh North America Land Development

A land development plan for the placement of a structure on the parcel located at 5662 Leesport Avenue was reviewed and final plan approval was recommended by the Planning Commission at their meeting of June 16, 2016. The final plan approval was conditioned on addressing the comments contained in the ARRO review correspondence dated June 15, 2016. ARRO has since received and reviewed revised plans. We recommend the Board of Supervisors approve the final plan conditioned on addressing the comments contained in the ARRO review correspondence dated July 7, 2016. Please note that an Improvements Agreement and Stormwater Operations and Maintenance Agreement will be required and authorization for the preparation of these documents should be provided to the Township Solicitor. Action by the Board of Supervisors for this plan is due on or prior to September 14, 2016 (90 days from first review by the PC).

8. Ryder Land Development Plan

We have not received any revised preliminary plans or a final plan submission for the project. It is our understanding that the developer has received an administratively complete letter recently as part of the NPDES approval process.

A motion was made by Kenneth Stoudt and seconded by Gary Hadden authorizing the Letter of Credit release #3 in the amount of \$24,822.86 for Benco 2015 Addition based on the work completed. Vote 3:0

A motion was made by Kenneth Stoudt and seconded by Gary Hadden to grant a 90 day extension until October 20, 2016 to Berks 222 Brasler Land Development. Vote 3:0

Regarding the issue with a sinkhole at the stormwater channel at Sheetz, the Solicitors office received correspondence regarding the issue and requesting a joint meeting to resolve the issue with who is going to repair this. The Supervisors stated that it is Sheetz responsibility due to the notes listed on the plan. Solicitor Magovern will notify Sheetz.

Discussion was held regarding the Memorandum of Understanding that the Township has with the Conservation District. The Township has been advised that for any earth disturbance greater than 5,000 square feet a small project application must be submitted to the Conservation District. Packets are to be given to the township by the Conservation District.

Kim will contact the Conservation District and obtain the packets for the residents that may need them when they apply for a zoning and building permit. Mr. Schwenk suggested that a line be

July 7, 2016

put on the application asking how much land will be disturbed. Mr. McMullen stated that was a good idea.

MS4 – Dave Kee (Arro Consulting)

Mr. Kee was present to review the MS4 requirements and what changes are happening with applying for the new permit which is due by September 16, 2017.

Additional mapping is going to be required, pollutant reduction plans will need to be revised.

In addition, a list of all BMP (best management practices) will need to be created.

The township will need to be proactive in the changes so that we do not receive any fines.

Maidencreek Township is willing to join us in the effort of some of these requirements which could save both townships money.

We did receive some comments on the 2015/2016 report, all of which were minor issues that we will be addressing.

There is a lot of work to be done and could be expensive.

Items will be placed on the website for the residents to help them recognize the importance of storm water management.

SOLICITOR

Discussion was held regarding the Blight Act and how it can affect Building permits and zoning permit applications if the resident is delinquent with their taxes, water and sewer.

Solicitor Magovern will send more information regarding this issue.

Discussion was held regarding street lights in the developments of Willow Glen and the Harvest and what Forino is requesting happen to the lights that are installed but not energized as well as those lights which have not be installed yet. The type of light that is erected in the developments are no longer available nor are the parts available. Forino was suggesting that we energize all the lights and bill Forino for the electric even though the streets are not dedicated to the Township. The supervisors concluded that they are not interested in going with this plan. Solicitor Magovern will advise Forino of the Supervisors decision.

CODE ENFORCEMENT - discussion was held regarding one of the complaints regarding dogs. After investigation it was discovered that the complaint appears unfounded. If another complaint comes in we can investigate further.

OTMA – Mr. Schwenk stated that when the meter readings are taken, there are only six that were unable to be read. This is quite a reduction from before.

July 7, 2016

Mr. Schwenk stated that there is an air pressure release valve that is in a pit in Brenntag's driveway. A sinkhole has developed around it. It currently has a metal plate over it to protect the area and barricades around it until it can be replaced. This will be replaced in August.

EMA COORDINATOR – Mr. Miller reported the following

- At the most recent training for Damage Reporting on 6/29, the county told us that the entire emergency communications system would change vendors as the current company is discontinuing emergency communications. There will be an August 31st training (8am or 6:30 pm) for the new vendor...Swiftreach. We will have to remove our contact information from Berks Alert and register on Swiftreach...the tentative switch date is August 1st. All individuals who want to be on the program must register.
- The first responders are working with the BCIU Rt. 61 garage to set up a Tuesday training night session at the garage to review their hazardous materials and handling procedures. I'll advise when a date and time are set.
- On 6/15, I met at BCIU with the BCIU administration, the District Attorney, and Berks Emergency Services to discuss a potential training program for schools to bring them up-to-speed on crisis management. That would take place at the August 4th Administrators Conference at PSU Berks.

POLICE COMMISSION – Mr. Hadden stated that they are currently reviewing the Healthcare package.

Mr. Hadden stated that the Commission is using the Chiefs of Police association to search for a Police Chief replacement.

PLANNING COMMISSION –

On the recommendation of the Planning Commission, regarding the Brasler 222 Land development, a motion was made by Gary Hadden and seconded by William Klein to approve a waiver from Section 5.2141 of the SALDO that no curbing is needed along E. Huller Lane, 5th Street and Leesport Avenue. Vote 3:0

Regarding Vossloh, a motion was made by Gary Hadden and seconded by Kenneth Stoudt to approve the Final land development plan to place a temporary self-contained 48 X 60 modular office on their property conditioned on addressing the comments contained in the ARRO review correspondence dated July 7, 2016. Please note that an Improvements Agreement and Stormwater Operations and Maintenance Agreement will be required and authorization for the preparation of these documents should be provided to the Township Solicitor. Vote 3:0

PARK & REC– no report

EXPENDITURES

A motion was made by Gary Hadden and seconded by William Klein to approve expenditures for June in the amount of \$124,448.51. Vote 3:0

July 7, 2016

ARRO Consulting, Inc.	4,732.38
BERKS PRODUCTS (Fuel)	168.18
Berks Soil & Stone	360.00
E.J.BRENEMAN, L.P.	723.30
Hartman Valeriano Magovern & Lutz P.C.	2,098.13
J.C.EHRLICH	1,341.00
J.P.Mascaro & Sons	546.16
KIM BERGER	33.86
KUZANS HARDWARE	45.54
Larson Design Group	770.00
MET ED	4,113.08
Nester's Sanitation Inc.	98.00
NORTHERN BERKS REGIONAL POLICE DEPT.	65,513.29
Oceanport, LLC	4,027.83
OFFICE SERVICE CO.	84.97
Overhead Door Company of Reading	842.00
POSTMASTER	30.30
Potts Nurseries, LLC	227.00
READING EAGLE COMPANY	221.50
Reading Office Maintenance	170.00
Schwenks Code Enforcement, LLC	4,925.00
TELCO, INC.	106.25
VERIZON	118.80
Vist Bank	<u>33,151.94</u>
TOTAL	<u><u>124,448.51</u></u>

OLD BUSINESS - nothing

NEW BUSINESS – A motion was made by Gary Hadden and seconded by William Klein to approve the line striping bid of A-1 Traffic Control Products in the amount of \$ 33,261.00. The township combined our needs with those of Maiden creek Township to receive a more competitive bid. Vote 3:0

In addition, a motion was made by Gary Hadden and seconded by Kenneth Stoudt to obtain prices from A-1 Traffic Control Products to paint the handicapped parking spaces in the parking lot. Vote 3:0

A motion was made by Gary Hadden and seconded by William Klein approve Kim Y. Berger as the appointed representative and. Kenneth Stoudt as the alternate representative to the Berks County Cooperative Purchasing Council. Vote 3:0

July 7, 2016

Discussion was held regarding checking into purchasing a new backhoe rather than searching for a used backhoe. With a lot of things coming up in the next year or so, it may be prudent to look into our own backhoe.

ADJOURNMENT

A motion was made by Gary Hadden and seconded by William Klein to adjourn the monthly meeting at 9:08 PM. Vote 3:0

UPCOMING MEETINGS/INFO:

July 11 – 11 a.m. – NBRPD
July 12 – 7 p.m. – Rec Board
July 14 – 1 p.m. – OTMA
July 21 – 7 p.m. – Planning Commission

Respectfully

Kim Y. Berger
Secretary