

**REGULAR MEETING**  
**January 20, 2020**

The regular meeting of the Reading Township Board of Supervisors was held at the Hampton Fire Company and called to order at 6:05 pm by Kevin Holtzinger, Chairman. Vice Chairman Greg Heefner and Jason Phillips were present with Chairman Holtzinger presiding over the meeting.

Others in attendance included Susan Smith, Solicitor, Law Offices of Susan Smith; Eric Mains, Engineer, Gannett Fleming; Jason Grim, Kim Dissinger, Public Works Department; Bill Ceravola, Officer in Charge; Gerald Shank, John Biese, and Alicia Wooters, Planning Commission.

Pledge of Allegiance led Mr. Phillips.

The Board of Supervisors met in executive session (Union Grievance) conducted on January 13, 2020.

**PUBLIC HEARING**

**Ordinance authorizing the establishment of Stop intersection, speed limits and parking restrictions in Hampton Heights**

Chairman Holtzinger opened the hearing for public comments.

Becky Mitchell, Holly Court-Ms. Mitchell thanked the Board for proposing this Ordinance.

Jason Grim, Road Foreman for Reading Township stated the current speed limit signs are posted 30 MPH and it should be 15MPH. Public works will be changing the signs.

Chairman Holtzinger closed the public hearing.

**Ordinance authorizing the establishment of a stop intersection at the intersection of McClellan Drive and Curtis Drive in the Lake Meade Subdivision**

Chairman Holtzinger opened the hearing for public comments.

There being no public comments, Chairman Holtzinger closed the public hearing.

**Ordinance vacating Baker School Road**

Chairman Holtzinger opened the hearing for public comments.

There being no public comments, Chairman Holtzinger closed the public hearing.

**Ordinance amending Zoning Ordinance for reorganization of zoning district references**

Chairman Holtzinger opened the hearing for public comments.

There being no public comments, Chairman Holtzinger closed the public hearing.

**MINUTES**

Minutes of December 16<sup>th</sup> Regular Meeting were approved with corrections on a motion by Mr. Heefner, seconded by Mr. Phillips; motion carried unanimously.

Minutes of January 6<sup>th</sup> Organization Meeting were approved with corrections on a motion by Mr. Phillips, seconded by Mr. Heefner; motion carried unanimously.

Minutes of January 6<sup>h</sup> Special Meeting/Joint were approved with corrections on a motion by Mr. Heefner, seconded by Mr. Phillips; motion carried unanimously.

Minutes of January 16<sup>th</sup> Regular meeting were tabled until the February 17<sup>th</sup> Regular Meeting on a motion by Mr. Phillips, seconded by Mr. Heefner; motion carried unanimously.

### **PUBLIC COMMENTS**

Rodney Hollanbaugh, 657 Peepytown Road-Mr. Hollanbaugh would like the community to work together on Chairman Holtzinger's properties to be rezoned so that Chairman Holtzinger may retire as he wishes and there will be no developing as the community wishes.

Becky Mitchell, Hampton Heights HOA-Ms. Mitchell is requesting "Watch for Children" signs to be installed in the Hampton Heights Development. Mr. Mains stated they are non-regulatory signs. Attorney Smith stated the signs can be placed on the dedicated roads however they can not be attached to regulatory signs such as speed limit or stop signs. Ms. Mitchell will submit a proposal to the township and Mr. Mains will help place the signs to keep them in compliance with the regulations.

Jeff Megonnell, 47 Stoney Point Road-Mr. Megonnell questioned the Board as to how the speed limit is going to be enforced in Hampton Heights at 15 MPH. Officer Ceravola stated the same way they do currently with stripes.

Jason Grim, Public Works Department-Mr. Grim is concerned with the Ordinance establishing stop signs in Lake Meade. He questioned the Board as to whether there will be signs posted in advance alerting people that there is a stop sign ahead. Mr. Grim is worried about safety and accidents occurring and the Township being liable because there is a blind spot and the signs come up quickly. Attorney Smith stated the vehicle code would provide the standards and regulations of PennDOT. Mr. Mains will also work with the Township, so it is done correctly.

### **ENGINEER'S REPORT**

**Dollar General Bond**-Mr. Mains and Mr. Wilt received a request from Dollar General for a bond reduction. Mr. Mains is requesting approval from the Board to process the requested bond reduction (as is required by the municipal planning code). This required that Mr. Mains do a field review to confirm everything that he is being told is completed is in fact done. Mr. Mains stated for the most part everything is completed. There is still some standing water that will be monitored. Chairman Holtzinger made a motion to approve a bond reduction and

release \$100,000.00 of the bond and keep the remaining \$15,719.00 until all work is completed to satisfaction, second by Mr. Phillips, motion carried unanimously.

**Small Water Sewer Grant**-Mr. Mains stated he has heard back from the agency issuing the grant and the Townships application should be considered at their July 14<sup>th</sup> meeting. Mr. Mains stated this will cause an issue with the coordination of Church Road culvert work.

## **BUSINESS MATTERS**

### **Proclamation to recognize April 2020 “PA 811 Safe Digging Month”**

Mr. Phillips made a motion to approve the Proclamation to recognize April 2020 “PA 811 Safe Digging Month”, second by Mr. Heefner; motion carried unanimously.

### **Office Hour Discussion**

Chairman Holtzinger announced a proposal discussed at the annual organization meeting to change the Township office hours to 10 hours (7:00 a.m. to 5:00 pm) on Monday through Thursday and 12:00 – 4:00 on Friday. There were no objections from the residents.

### **Township Property Acquisition**

Chairman Holtzinger stated he received an offer to purchase the right of way required for the transportation improvement at the intersection of Rt. 234 and Rt. 94 from PennDOT. Chairman Holtzinger stated the Board will meet with PennDOT again before they accept the proposal.

### **Emergency Medical Service Agreement**

#### **Adams Regional Emergency Medical Services, Inc.**

Eric Zaney was present representing Adams Regional Emergency Medical Services, Inc. Mr. Phillips stated he thinks this is a good time in the Emergency Services Process to take a look at the big picture again with the consideration of United Hook and Ladder giving the Township the ball fields property which was one of their requests and possibly giving box cards back to United Hook and Ladder or splitting them up again. Looking again at the proposal that was offered by Northeast Adams Fire EMS and the proposal from Adams Regional EMS. Mr. Phillips suggests pulling the Chiefs together from Northeast Adams and United Hook and Ladder and the EMS’ leaderships and have a discussion. He stated all Fire Companies have been working well together. Chairman Holtzinger and Mr. Heefner both agreed. There will be a meeting scheduled in the future.

Mr. Zaney stated the proposal from Adams Regional EMS is requesting primary basic life support and advance life support to the area’s in Reading Township that are closer to their station. The proposal also states EMS rules and regulations and the Municipalities responsibility for medical services in the Township. The rules and regulations are under state law.

Tyler Butts, Northeast Adams EMS- Mr. Butts stated they had revised the proposal they supplied to the Township at one of the last Board meetings. He stated it is up to the Municipality to choose a medical service and it is up to the Municipality how much power they choose to give to each service.

## RESOLUTIONS

### **2020-3: Fee Schedule**

Chairman Holtzinger made a motion to approve Resolution 2020-03 and to incorporate Resolution 2020-12: KPI Technology, 2020 Fees into Resolution 2020-03, second by Mr. Heefner; motion carried unanimously.

### **2020-11: Continuity of Government**

Mr. Heefner made a motion to approve Resolution 2020-11, second by Mr. Phillips; motion carried unanimously.

### **2020-12: KPI Technology, 2020 Fees**

Incorporated into Resolution 2020-03: Fee Schedule.

### **2020-13: Municipality/Authority Resolution**

This Resolution will now be numbered 2020-12. Mr. Heefner made a motion to approve Resolution 2020-12, second by Mr. Phillips; motion carried unanimously.

### **2020-14 Township EMC Manual**

This resolution will now be numbered 2020-13. Mr. Heefner made a motion to table this resolution until some corrections can be made to the Manual, second by Mr. Phillips; motion carried unanimously.

## ORDINANCES

### **Ordinance authorizing the establishment of**

### **Stop intersection, speed limits and parking restrictions in Hampton Heights**

Mr. Phillips made a motion to approve the Ordinance authorizing the establishment of stop intersection, speed limits and parking restriction in Hampton Heights and assign the next consecutive number, second by Mr. Heefner; motion carried unanimously.

### **Ordinance authorizing the establishment of a stop intersection at the intersection of McClellan Drive and Curtis Drive in the Lake Meade Subdivision**

Mr. Heefner made a motion to approve the Ordinance for stop intersections in the Lake Meade Subdivision based on Mr. Mains recommendations and assign the next consecutive number, second Mr. Phillips; motion carried unanimously.

### **Ordinance vacating Baker School Road**

Chairman Holtzinger made a motion to approve the Ordinance vacating Baker School Road, and assigning the next consecutive number, second by Mr. Phillips; motion carried unanimously. Ms. Beard will notify effected residents.

### **Ordinance amending Zoning Map**

Mr. Phillips made a motion to approve the Ordinance amending Zoning Map as advertised with the next consecutive number of the following Parcels:

Parcel Identification Number	Current Zoning District	Proposed Zoning District
36J06-0013-000 Luke & Naomi Hege	Land Conservation	Agricultural Conservation
36J06-0016-000 Jacqueline Bynaker	Land Conservation	Agricultural Conservation
36J06-0023-000 Robert & Dianne Everett	Land Conservation	Agricultural Conservation
36J06-0023B-000 Luke & Naomi Hege	Land Conservation	Agricultural Conservation
36J06-0024-000 Jason & Darlene Martin	Land Conservation	Agricultural Conservation
36J06-0026-000 36J06-0026B-000 Larry & Sharon Stoner	Land Conservation	Agricultural Conservation
36J07-0026-000 D. Fred Miller	Land Conservation	Agricultural Conservation
36J08-0030B-000 Reading Investors Limited Partnership	R-2 Low Density Residential	R-1 Low Density Residential
36K07-0023A-000 Lexington Land Developers	Land Conservation	Moderate Density Residential
36K08-0187-000 Mark & Amy Lawton	Land Conservation	Moderate Density Residential
36K08-0220-000 Robert & Lorie McKee	Land Conservation	Moderate Density Residential
36K08-0222-000 Jason & Rachel Haines	Land Conservation	Moderate Density Residential
36K08-0237-000 Mark & Kristina Wagner	Land Conservation	Moderate Density Residential
36K08-0232-000 John & Sarah Roberts ET AL	Land Conservation	Moderate Density Residential
36K08-0233-000 Tony & Heather Lighty	Land Conservation	Moderate Density Residential
36K08-0234-000 Holly Mellinger	Land Conservation	Moderate Density Residential
36K08-0235-000 Neal & Gail Bixler	Land Conservation	Moderate Density Residential
36K08-0236-000 Steven & Mary King	Land Conservation	Moderate Density Residential
36L06-0011-000 Mildred Sauble	Land Conservation	Agricultural Conservation

36L07-0002-000	Land Conservation	Agricultural
Fletcher Farm, LLLP		Conservation
36L07-0009-000	Land Conservation	Agricultural
East Berlin Joint		Conservation
Authority		

Second by Mr. Heefner; motion carried unanimously.

**Ordinance amending Zoning Ordinance for  
Recognition of zoning district references**

Mr. Heefner made a motion to approve the Ordinance amending Zoning Ordinance for Recognition of zoning district references with the next consecutive number, second by Mr. Phillips; motion carries unanimously.

**TREASURER'S REPORT**

The Treasurer's Report for the month of December and Quarterly Reports were approved pending audit on a motion by Mr. Heefner, seconded by Mr. Phillips; motion carried unanimously.

**ADMINISTRATIVE REPORT**

The Board acknowledged receiving reports from the Police, Public Works, Zoning/Code Enforcement Officer and Building Inspector, Emergency Management and Northeast Adams Fire & EMS for the month of December, United Hook and Ladder Quarterly reports and Lake Meade Fire and Rescue Audit Report.

**Police Report**

Officer in Charge, Bill Ceravola supplied the Board with a detailed report of the Officer's time for the month of December and Yearly report for 2019 and a five-year report. Officer Ceravola stated himself and Officer Morehead had driven 1915 miles and worked 263 hours with 42 hours vacation and personal. The Officers were in Lake Meade 27 times. There were 119 calls, 36 traffic stops, 19 traffic citations, and 6 warnings.

Mr. Heefner made a motion to accept the Administrative Reports as presented, second by Mr. Phillips; motion carried unanimously.

**SOLICITOR'S REPORT**

**Floodplain Regulations**

Attorney Smith stated FEMA have reissued the flood maps and the Township must look at their Ordinance to make sure they are in compliance with the Federal and State Regulations. Attorney Smith is requesting the Board to allow herself and Mr. Mains to review the current Ordinance and make any corrections needed. Chairman Holtzinger made a motion to allow Attorney Smith and Mr. Mains to review the current Floodplain Ordinance, second by Mr. Heefner; motion carried.

### **Comcast Negotiations**

Attorney Smith stated various Townships went together and hired Salzman Hughes to help negotiate a Comcast agreement for the provision of cable services in the Township. Attorney Smith stated she is not sure the Townships are still intact at this point. She would like herself and the Board to walk through the current draft contract at a public meeting.

### **Right to Know Policy**

Attorney Smith stated the Township must appoint a Right to Know Officer, which is Kimberly Beard, and she is the only one who is authorized to produce records. Attorney Smith stated this is usually done through a resolution which the Township does not have. She would like this to be on the agenda at the February Board of Supervisors meeting and she would like the Township to adopt their own Right to Know Form.

### **Accounting Firm**

Attorney Smith stated a legal ad must be placed in the newspaper 30 days in advance of appointing an Independent Accountant to do the yearly audit. The ad was placed, and the accounting firm will be appointed at the February Board of Supervisors meeting.

### **Reading Township Municipal Authority Refinancing**

Attorney Smith stated the refinancing is complete now and the changes were made to the contract as Attorney Smith requested.

### **Fire Damage at 505 Peepytown Road**

The property located at 505 Peepytown Road has recently been sold. The Township received a check from the insurance company after the fire to hold in escrow for clean up in the event the property owner does not clean the property the Township will then use that escrow money to clean the property. The new owner is in the process of cleaning the property. Once the property is cleaned, the check will be returned to the issuing person which was the insurance company. It is up to them how they would like to distribute that check.

## **RESOLUTION**

### **Resolution 2020-05**

#### **RTMA Terms of Office**

This resolution was tabled from the December Board of Supervisors meeting. Mr. Heefner made a motion to re-appoint Timothy Frock to a five-year term on the Reading Township Municipal Authority Board, second by Mr. Phillips; motion carried unanimously.

Chairman Holtzinger thanked Emmert Hertzell for having the PA system working properly and thanked the Fire Company for the use of the building.

Chairman Holtzinger would like to request no more joint meetings be held without the Solicitor present. The next Planning Meeting will be held on February 3<sup>rd</sup> and if there is time the Planning Commission will discuss the properties that have not been voted on.

#### **PUBLIC COMMENTS**

Gerald Shank, 205 Browns Dam Road-Mr. Shank would like to know when the minutes to the last joint meeting will be available to the Planning Commission for review. Attorney Smith stated Mr. Wilt will get the minutes to them before the next Planning Meeting.

John Biese, Chairman of Planning Commission-Mr. Biese questioned Attorney Smith as to whether she had received an email with the review statements on the rezoning. Attorney Smith stated she did receive the email.

Gary Bullock, 4 Antler Lane-Asked the Board if there was any motion on the EMC action this evening. Mr. Heefner stated there was not, and he will meet with Garry Wilt to review manual.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned into executive session at 8:15 pm on a motion by Mr. Heefner, seconded by Mr. Phillips; motion carried unanimously.

Respectfully Submitted,

Kimberly Beard  
Secretary/Treasurer