

READING TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
September 19, 2016

The regular meeting of the Reading Township Board of Supervisors was held at the Township Building and called to order at 6:00 pm by Kevin Holtzinger, Chairman. Marcia Weaver, Vice Chairman and Donald Kauffman, Supervisor were present. Chairman Holtzinger presided over the meeting.

Others in attendance were: Attorney, Victor Neubaum, Solicitor; Eric Mains, Engineer; John Biese and Jerry Shank, Planning Commission; Kim Dissinger & Jason Grim, Public Works Department; George Wolf, Vacancy Board; Gary Bullock, EMA; Officer Bill Ceravola, Evelyn Howe, Sue Myers, Terry Sheldon, Fletcher Plan; Earle Snyder, Rosalie Taylor, Stephen Engelhard & Gail Bixler, Hampton Heights Home Owners Association, Ronald Garis, Fletcher Plan; Robin Heyser, East Berlin Area Community Center and Pauline Brodbeck.

Chairman, Kevin Holtzinger, led the Pledge of Allegiance to the flag.

Minutes:

The minutes of August 15, 2016 were approved on a motion by Donald Kauffman and seconded by Marcia Weaver; motion carried.

Announcements:

Marcia Weaver stated that an Executive Session was held on 8/18/2016 with Fire Chiefs Randy Wolf, Hampton Fire Company and Lee Beyers, East Berlin Fire Company; and on 8/23/2016 with Tom Kittinger, Lake Meade Fire & Rescue, to discuss the Lake Meade emergency access road matter.

Marcia Weaver stated that the Board met again on 8/29/16 & 9/12/2016 to discuss Collective Bargaining agreements. A one year extension was reached for both the Public Works and Police Agreements.

PUBLIC COMMENTS

East Berlin Area Community Center: Robin Heyser stated that they are working on an agreement for the ownership of the building. The agreement will help to secure support to guarantee township and borough support. A draft will soon be ready for review. In reference to the roof project; they have received quotes that it will take \$150,000 to repair. The Borough wants to request bids, but the prevailing wage made it too high. Some patching has been done, but they need a better solution. The Borough is re-bidding the project.

Hampton Heights Home Owners Association: Stephen Engelhardt & Gail Bixler are the representatives for the HOA. They wish to establish a procedure of getting permits from the HOA and also from the Township. John Biese stated that this is the same procedure that Lake Meade follows. The Residents have this information in their By-laws. Victor Neubaum confirmed this

procedure. The realtors should inform the new resident and the Township can ask Land & Sea Services to keep the Hampton Heights ByLaws in mind. Eric Mains stated that this can be a line item in the permit process. Gail Bixler stated that they have sent out a mailing and established a web-site. She requested that the Township pay for the Hampton Heights Development fire hydrant monthly water bill. There are four (4) hydrants in Phase 1 and two (2) in Phase 2. Marcia Weaver stated that the fee runs about \$30.76 per hydrant per month. The matter was tabled pending further discussion.

ENGINEER'S REPORT:

Eric Mains, Engineer stated that on 10/3/2016 there will be a closed meeting with DEP concerning Laughmans Bottom. The Board approved John Biese, Chairman of the Planning Commission, to attend the meeting also.

SUBDIVISION & LAND DEVELOPMENT:

Fletcher Farm Ltd. Subdivision Plan #2016-01: The Planning Commission has reviewed this plan and recommends conditional approval as follows:

1. §22-304.A (16) & §22-306.A (27) The owner shall sign the plan prior to approval by the Township. All plans must have original signatures, seals and notarization. As a reminder, all sheets being recorded must include a separate signature block for the Board of Supervisors to sign.
2. §22-308.D Requires a lot merger agreement indicating both parcels shall be considered as one single tract for the purpose of subdivision. Attorney Neubaum stated that a fully executed legal document drafted by an attorney showing the conveyance of a single deed may be presented to the Board of Supervisors as an alternate option for review and consideration.

Ron Garis, representing Fletcher Farms, stated that all conditions have been met and asks that the Board approve the final plan 2016-01. Donald Kauffman made a motion to approve. Marcia Weaver second the motion. Motion carried.

Fletcher Farm Ltd. Land Development Plan #2016-02: The Planning Commission has reviewed this plan and recommends conditional approval as follows:

1. §22-304.A (16) & §22-306.A (27) The owner shall sign the plan prior to approval by the Township. All plans must have original signatures, seals and notarization. As a reminder, all sheets being recorded must include a separate signature block for the Board of Supervisors to sign.
2. §22-306.B (10) The Sewage Planning Module for land development must be approved by the PA Department of Environmental Protection.
3. §22-701 A Modification Request Waiver must be presented to the Board of Supervisors for consideration and approval to satisfy the plan scale issue.
4. §23-308.I & §23-401.E(24) An NPDES permit must be submitted, reviewed and approved by the Adams County Conservation District and the Department of Environmental Protection. This will satisfy the requirement for an Operation & Maintenance (O&M) Agreement, as the PA Department of Environmental Protection template for an O&M will be used as part of the permit closure (termination) procedure.

5. §22-516 & §23-503 A Public Improvement Bond/Surety in the amount of \$28,423.45 must be provided to the Township to ensure the completion of the proposed stormwater and erosion Control related facilities and control measures.

Terry Sheldon, representing Fletcher Farm, requests approval of this plan and the Modification Request Waiver. Marcia Weaver made a motion to approve the Waiver. Donald Kauffman second the motion. Motion carried. Donald Kauffman made a motion to approve the final land development plan for Fletcher Farm with the condition that the Sewage Planning Module for land development must be approved by the PA Department of Environmental Protection; and that the Public Improvement Bond/Surety is completed. Marcia Weaver second the motion. Motion carried.

Larry & Lester Miller, Preliminary/Final Subdivision Plan #2016-03: The Miller's are asking for approval of the Modification Request Waiver to proceed immediately to the final plan. This was approved by the Planning Commission, however, there are still ongoing issues with this plan. Marcia Weaver made a motion to approve the waiver. Donald Kauffman second the motion. Motion carried.

TREASURER'S REPORT FOR THE MONTH OF AUGUST

Marcia Weaver presented the General Fund balance sheet showing assets as \$1,258,741.91 and total Liabilities at \$19,729.16. Marcia Weaver stated that the General Fund ending balance is \$562,595.75 and the State Fund ending balance is \$307,862.08. Donald Kauffman made a motion to accept the report. Kevin Holtzinger second the motion. Motion carried.

ADMINISTRATIVE REPORTS FOR THE MONTH OF AUGUST

Officer Bill Ceravola presented the police report. Officer Ceravola stated that all looks good in the Township. He also gave the Board a report of activity in Lake Meade. Kim Dissinger, Public Works Department presented his report to the Board. Kevin Holtzinger asked for a report of work expected for 2017. This will help with the budgeting process. Building Inspection Report for August from Land and Sea Services was reviewed. Gary Bullock, EMC stated that he had nothing to report, everything is running smoothly. The report from Liberty Fire Co. for the month of August showed a total of 86 incidents, 19 were in Reading Township.

Marcia Weaver made a motion to accept all reports. Donald Kauffman second the motion. Motion carried.

RESOLUTIONS

Resolution #2016-18 amending the Emergency Succession of Officers for the continuity of municipal government. Donald Kauffman made a motion to approve this resolution. Marcia Weaver second the motion. Motion carried.

Resolution #2016-19: This draft resolution establishes a Mailbox Policy within the Township's right of way. Attorney Neubaum will research for the next Board meeting. The draft resolution was tabled for the next meeting on a motion by Marcia Weaver and seconded by Donald Kauffman; motion carried.

Resolution #2016-20: This resolution approves distribution of Foreign Casualty Insurance Tax Funds for Uniform and Non-Uniform pension funding for 2017. Donald Kauffman made a motion to approve this resolution. Marcia Weaver second the motion. Motion carried.

MISCELLANEOUS

Approval is needed for payment of \$5,127.92 to the East Berlin Borough for worker's compensation costs. Donald Kauffman made a motion to approve this payment. Marcia Weaver second the motion. Motion carried.

Marcia Weaver presented the Board with a list of the 2016 budgeted contributions. Marcia Weaver made a motion to approve these payments. Donald Kauffman second the motion. Motion carried.

Marcia Weaver stated that approval is needed to appoint Michael Keller to the Board of Trustees of the PSATS Unemployment Compensation Group Trust. Marcia Weaver made a motion to approve the appointment. Donald Kauffman second the motion. Motion carried.

The Board approved an estimated amount of \$1,920 for engine repairs to the 2005 police vehicle. The repairs are in progress and may take a week to complete.

SOLICITOR'S REPORT

Attorney, Victor Neubaum stated Rutter's Farm Store has applied for the transfer of a Liquor License #ACS 171921 LLC. The Township has complied with all requirements. The case is now going before the Liquor Control Board for a decision.

PUBLIC COMMENT

Evelyn Howe, 486 Kuhn Fording Road, asked about the closeness of the mailbox and mile markers to the road. Attorney Neubaum stated that the Federal Statues will control the placing of the mailboxes and mile markers.

ADJOURNMENT

Having nothing further to discuss, Kevin Holtzinger made a motion to adjourn. Marcia Weaver second the motion. Motion carried. Meeting adjourned at 7:10 pm

Minutes taken and transcribed by:

Deborah A. Brogan, Recording Secretary