

**REGULAR MEETING**  
**February 17, 2020**

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. 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, Bob Anderson Public Works Department; Bill Ceravola, Officer in Charge; Gerald Shank, Planning Commission.

Pledge of Allegiance led Mr. Heefner.

**ANNOUNCEMENTS**

February 6, 2020 the Chairman Holtzinger And Jason Phillips met with Brenda Peffley From PennDOT to discuss land acquisition.

Office Hour Announcement Monday-Thursday 8:00 am to 5:00 pm Friday 12:00 pm to 4:00 pm.

**MINUTES**

January 16, 2020 Special Meeting/Joint Meeting with Planning Commission were approved on a motion by Mr. Heefner, second by Mr. Phillips; motion carried unanimously.

January 20, 2020 Regular BOS Meeting were approved on a motion by Mr. Heefner, second by Mr. Phillips; motion carried unanimously.

February 3, 2020 Planning Commission/Joint Meeting with Board of Supervisors were approved on a motion by Mr. Heefner, second by Mr. Phillips; motion carried unanimously.

**PUBLIC COMMENTS**

PJ Trimmer, United Hook and Ladder requested up to \$400.00 from the Township to help with the annual Easter Egg Hunt on April 11<sup>th</sup> at 1:00 pm. Mr. Trimmer also stated in the event the Hampton Ball Fields are turned over to the Township they should check into event insurance to cover such events. Mr. Phillips made a motion to approve up to \$400.00 be given to United Hook and Ladder to assist with the Easter Egg Hunt, second Mr. Heefner; motion carried unanimously.

## **ENGINEER'S REPORT**

### **Hampton Heights Phasing Schedule**

The Board acknowledges receiving the Hampton Heights Phasing schedule by letter dated January 24<sup>th</sup>, 2020.

### **Church Road**

Mr. Mains stated he should have the contract documents complete as far as the draft for Church Road reclamation. The Bid packages should be available to open next month.

## **BUSINESS MATTERS**

### **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 Mr. Phillips and himself met with Brenda Peffley with PennDOT on February 6<sup>th</sup>, 2020 to discuss the offer. Chairman Holtzinger felt PennDot should increase their offer. PennDot agreed with the request and the agreed price was \$42,500.00. Mr. Phillips made a motion to approve the \$42,500.00 for the land acquisition, second Mr. Heefner; motion carried unanimously. Mr. Phillips made a motion to appoint Chairman Holtzinger signer for the acquisition of land documents, second Mr. Heefner; motion carried.

### **Appoint Accounts**

Mr. Heefner made a motion to approve Smith, Elliot Kerns as the Township Accountants for the year 2020, second by Mr. Phillips; motion carried.

### **Pension Plans**

Mr. Heefner made a motion to adopt the agreement for the Non-Police and Police Pension Plans, second by Mr. Phillips; motion carried unanimously.

### **Spring Clean Up**

Mr. Heefner made a motion to approve advertising the Spring Clean Up in the Merchandiser for April 25<sup>th</sup>, 2020 between the hours of 8:00 am and 3:00 pm, second by Mr. Phillips; motion carried unanimously.

### **Resignation**

Chairman Holtzinger read a resignation letter from Garry Wilt, Administrative Assistant. The Board thanked Garry for the great job he has done in the past 5 years and the way Mr. Wilt handled the hiring process for his replacement. Everything was well organized. Ms. Karen Mathna started on February 17<sup>th</sup>, 2020. Mr. Wilt will stay on to train Ms. Mathna for seven weeks.

### **Cleaning Service**

Mr. Heefner made a motion to hire Cathy's Cleaning Service to clean the Township offices, second by Mr. Phillips; motion carried unanimously.

### **Adopt RTK Policy**

Chairman Holtzinger table the Adoption of the RTK policy until Attorney Smith can provide more information; second Mr. Heefner; motion carried unanimously.

### **BOS Zoning Application**

Mr. Heefner made a motion to adopt an application form for BOS Zoning Application, second by Mr. Phillips; motion carried.

## **RESOLUTIONS**

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

Mr. Phillips made a motion to table this resolution until some corrections can be made to the Manual and the Board can review, second by Mr. Heefner; motion carried unanimously.

### **2020-15 RTK Policy**

Mr. Phillips Made a motion to table this resolution, second by Hr. Heefner; motion carried.

## **TREASURER'S REPORT**

The Treasurer's Report for the month of January 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 January and the Planning Commission Annual Report.

### **Police Report**

Officer in Charge, Bill Ceravola supplied the Board with a report of the Officer's time for the month of January. Officer Ceravola stated himself and Officer Morehead had driven 1965 miles and worked 304 hours. The Officers were in Lake Meade 28 times. There were 126 calls, 29 traffic stops, 26 traffic citations, and 3 warnings.

### **Public Works**

Mr. Dissinger submitted a paper listing roads that currently are posted with speed limits but are not in the Ordinance Book, which means the speed cannot be enforced. Also, on the list are roads that are not posted and not in the book, but the Public Works Department would like them to be listed. Mr. Phillips made a motion for Attorney Smith to work on an Ordinance to post roads and speed limits, second by Mr. Heefner; motion carried unanimously.

Chairman Holtzinger made a motion to accept the Administrative Reports as presented, excluding the Planning Commission Annual Report, second by Mr. Phillips; motion carried unanimously.

Mr. Phillips acknowledged a letter from Hampton Heights HOA thanking the Township and Public Works Department for installing “Watch Children” signs.

## **SOLICITOR’S REPORT**

### **Old Log House Road Right Of Way Acquisition**

Attorney Smith stated when road work was done on Old Log House Road, the work went beyond the right of way. Attorney Smith and Mr. Mains worked together to gather information to understand what the appropriate action would be. The property owners are in support of the acquisition of additional land. Attorney Smith will draft a deed of dedication for the property owners to review. Mr. Grim stated the correct name of the road is Old Log House Lane.

### **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. Unfortunately, the Townships working together unraveled and there was not a drafted agreement signed and no active association with Comcast. Attorney Smith will be handling the negotiation process. She would like the Board to set a date for a meeting with the public to gather their concerns and suggestions concerning Comcast. The Board will set a date at the next Board of Supervisors meeting on March 16<sup>th</sup>.

### **Union Grievance**

Attorney Smith stated the Township is still in the Union Grievance process. She requested an executive session after the meeting to discuss the Grievance.

### **Floodplain Regulations**

Attorney Smith stated FEMA has reissued the flood maps and the Township must look at their Ordinance to make sure they are following the Federal and State Regulations. The deadline for this process is July 22<sup>nd</sup>, 2020. Attorney Smith reviewed some of the concerns she has with the current Ordinance and the discrepancies with the different agencies. Attorney Smith would like the Board to allow her to draft a new Ordinance or revise the current Ordinance.

## **PUBLIC COMMENTS**

**Gerald Shank, 205 Browns Dam Road**-Mr. Shank is very grateful for Garry Wilt and everything he has done for the Planning Commission the past five years.

**Rebecca Ruppert, 2375 East Berlin Rd.**-state she is appalled at the condition of the recycling trailer. Chairman Holtzinger replied the Board is working on a solution to the problem with the trailer. Bob Anderson stated he does not think people separate their plastics and flatten their cardboard.

**Jeff Megonnell**-questioned the Board about the radar sign on Hampton Heights Road for speed. He wanted to know if it was brought up at a previous meeting. Officer Ceravola stated it is a portable sign and can be moved to various locations.

**Rebecca Ruppert, 2375 East Berlin Rd.**-asked when the flashing lights will be installed at Peepytown and East Berlin Road. Chairman Holtzinger stated PennDOT is supposed to be installing in the Spring.

**Harold Ruppert, 2375 East Berlin Rd.**-stated when he drives through Hampton Heights development and the kids are out playing, there are always parents out with them. He stated they are doing a good job parenting.

**Mr. Phillips**- stated Chairman Holtzinger does a great job at these additional meeting with questions and concerns. He also wanted to let the residents know he attended a PSATS Supervisors Boot Camp which was very educational.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned into executive session at 8:20 pm on a motion by Mr. Phillips, seconded by Mr. Heefner; motion carried unanimously.

Respectfully Submitted,

Kimberly Beard  
Secretary/Treasurer