

**REGULAR MEETING**  
**May 18, 2020**

The regular meeting of the Reading Township Board of Supervisors was held at the Township Building and called to order at 6:04 pm by Kevin Holtzinger, Chairman. Vice Chairman Greg Heefner and Jason Phillips were present with Chairman Holtzinger presiding over the meeting. The meeting was broadcasted on Community Media Channel, on their website and on Community Media Channel Facebook Page,

Others in attendance included Susan Smith, Solicitor, Law Offices of Susan Smith; Greg Morehead, Police Officer; Steve Rabine, United Hook and Ladder and Gary Bullock, EMC Coordinator.

Attorney Smith stated there is social distancing in place and under ten people in the meeting room.

Pledge of Allegiance

**ANNOUNCEMENTS**

The Board met on April 20<sup>th</sup> in Executive session to discuss personnel, union matters.

Yard Sales and the Spring Cleanup will be discussed in executive session after the meeting.

**PUBLIC HEARING**

*Per capita tax* COVID-19 relief ordinance-Ordinance amending Ordinance Number 2020-06 and further extending payment deadline for payment and providing for interest and penalties relief for *per capita* taxes in response to the Covid 19 pandemic

Chairman Holtzinger opened the hearing for public comments.

There were no public comments.

Chairman Holtzinger closed the public hearing.

**MINUTES**

April 20, 2020 Regular Board of Supervisors Meeting were approved on a motion by Mr. Heefner, second by Mr. Phillips; motion carried unanimously.

**BID OPENING**

**2020 CHURCH ROAD SHOULDER/DRAINAGE  
IMPROVEMENT PROJECT**

Only one bid was received from C.E. Williams in the amount of \$178,350.00. Mr. Heefner made a motion to award the bid to C.E. Williams, seconded by Mr. Phillips; motion carried unanimously.

## AGGREGATE BIDS

ITEM	VULCAN	YORK BUILDING	KINSLEY	NEW ENTERPRISES
AASHTO #1	9.70	9.00	9.50	10.75
AASHTO #3	9.70	9.00	9.50	10.75
AASHTO #57	9.70	9.00	9.75	11.00
PA 2A SUB-BASE	5.35	5.00	5.00	8.25
ANTI-SKID	10.70	11.00	0	0
R4's	17.50	11.00	11.50	11.25

All bids were accepted as presented. The following were awarded. Vulcan for the Anti-Skid, AASHTO #1, #3, #57 and the 2A sub-base was awarded to York Building Products, on a motion by Mr. Heefner and seconded by Mr. Phillips; motion carried unanimously.

## PUBLIC COMMENTS

Public Comments were also accepted through an open phone line and email.

Gary Bullock, Township EMC Coordinator, stated that there has been a problem with a gentleman in Deer Park digging a hole in his back yard and burning with some odor. Mr. Bullock questioned Attorney Smith as to whether there should be a stricter ordinance concerning burning other than the nuisance ordinance. Attorney Smith is going to check in to the Ordinances the Township currently has dealing with burning.

## ENGINEER'S REPORT

### Hampton Fire House

#### Final Subdivision

Mr. Phillips made a motion to give conditional approval for the final plan for the United Hook and Ladder Fire Station sub-division plan with the conditions listed on the engineer's correspondence dated April 2, 2020 as follows:

1. While the Site Data Table indicates a maximum of 65% of impervious coverage, the plan should specifically note the actual coverage on each new Parcel of land.
2. We note that a new (proposed) utility easement will need to be granted in order for the existing structures to retain the current means of public sewage collection/treatment. We will defer to the Solicitor for further discussion or efforts in this regard to ensure that this easement is properly drafted, granted, and recorded (prior to Plan approval).
3. §22-306.A(27) & (28) requires that all seals, certifications, and signatures shall be provided on the Plan Set in order to facilitate recordation of the Final Plan(s).
4. We concur with the Adams County review comment that identified that identified that an easement will be likely required in order to facilitate the proposed property lines extending through the existing parking lot facility.

Seconded by Mr. Heefner; motion carried unanimously.

## **Hampton Heights Phase IV Approval Letter**

The Board of Supervisors acknowledged receiving a Hampton Heights Phase schedule for Hampton Heights Phase IV.

## **BUSINESS MATTERS**

### **Church Rent**

Reading Township currently rents the Church Property to a Church group for \$400.00 a month. They are asking for the rent to be waived until they can hold their services again which have stopped due to the Covid 19 virus. Mr. Heefner made a motion to waive May's Church rent and to evaluate on a month to month basis, second by Mr. Phillips; motion carried unanimously.

### **Ratification of Poll Vote to advertise per capita tax relief ordinance and receive comments at 5.18.20 meeting**

Mr. Heefner made a motion to approve the ratification of Poll Vote to advertise per capita tax relief ordinance and receive comments at 5-18-20 meeting, seconded by Mr. Phillips; motion carried unanimously.

### **Comcast Agreement (Draft)**

The Board received a draft agreement for Comcast Negotiations from Saltzman Hughes with some suggestions from Attorney Smith. Attorney Smith is requesting the Board to review the draft agreement and submit comments to her. She would also like the Board to approve a date for a public hearing for the residents to provide comments and concerns on Comcast service or with their requests. The comments will be accepted by public comment at the meeting, emails, or phone. The Board will be having the Public Meeting at the June 15<sup>th</sup>, 2020 Regular Supervisors Meeting. Ms. Beard will advertise the meeting in the newspaper, Township door and on the website once Attorney Smith drafts the notice.

### **Approval for New Deputy for Tax Collector**

Jennifer Miller submitted a request for the Board to appoint a new deputy. The appointed Deputy will assume the position of Tax Collector if Ms. Miller could not continue her duty. Chairman Holtzinger made a motion to appoint Tammie Knights as the new Deputy for the Tax Collector, seconded by Mr. Heefner; motion carried unanimously.

### **Hampton Heights-Road Closure**

Gail Bixler emailed the township requesting permission to close Amber View for approximately four hours on June 27<sup>th</sup>, 2020 for a picnic with vendor trucks. There were some concerns as to whether there will be access for the residents to leave in their vehicle with the road closed and as to whether Ms. Bixler will notify the residents it will affect. Chairman Holtzinger is going to contact Ms. Bixler to discuss further.

### ORDINANCES

***Per capita tax COVID-19 relief ordinance-Ordinance amending Ordinance Number 2020-06 and further extending payment deadline for payment and and providing for interest and penalties relief for *per capita* taxes in response to the Covid 19 pandemic.***

Mr. Heefner made a motion to approve Ordinance 2020-07, providing for extended payment deadline for payment and providing for interest and penalties relief for per capita taxed, second by Mr. Phillips; motion carried unanimously.

### **TREASURER'S REPORT**

The Treasurer's Report for the month of April 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 April. The Board also received the March report from United Hook and Ladder.

Mr. Rabine thanked the Board for working with United Hook and Ladder concerning the Hampton Ball Field property. He would also like the Board to consider a larger donation in the future and to reconsider the reassigning of box cards.

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

### **SOLICITOR'S REPORT**

#### **Floodplain Management Ordinance**

Attorney Smith would like the Board to assign a Plain Administrator. She is recommending the Township Engineer to be assigned to that position. Attorney Smith also stated she is ready to submit a proposed Ordinance to the reviewer for PEMA. Once a response is received, the township would be able to present at the June Meeting for a Public Hearing which would need to be advertised. The Board gave approval for Attorney Smith to publish notice for the public hearing to be at the June Board meeting

#### **Update of Covid-19 Legislation**

Attorney Smith provided the Board with some updates relating to the Covid19 virus.

#### **Weaver ROW Agreement**

Attorney Smith stated there is a conflict in Old Loghouse Road/Lane. The Post Office, Liquid Fuels, and the Weaver's use Road. Adams County, Tax Office, and 911 use Lane. The Board must decide whether to use Lane or Road. Ms. Beard will notify the residents this will affect and invite the property owners to address the issue at the July 20<sup>th</sup>, 2020

meeting. Attorney Smith is still working on the easement with the Weaver's. There are some issues with the driveway.

### **Public Comments**

Chairman Holtzinger announced the recycling trailer is still closed due to not being able to find anyone to pick up.

George Wolf stated he has a map dated 1944 which has Old Loghouse Road.

Lou Anne Magonnell stated she has some concerns with the Route 394 detour. Firehouse Alley and Ensor Alley allow both sides of Route 394 to be turned into a two-lane highway. The kids are riding their bikes in the Alley and she is scared someone is going to get hurt. Chairman Holtzinger is going to contact PennDOT.

The office doors will remain closed to the office until further notice due to the coronavirus. The public will be able to access the office through email, phone and drop box.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:05 pm into executive session to discuss personnel matters on a motion by Mr. Phillips, seconded by Chairman Holtzinger; motion carried unanimously.

Respectfully Submitted,

Kimberly Beard  
Secretary/Treasurer