

**READING TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
OCTOBER 20, 2014**

The regular meeting of the Reading Township Board of Supervisors was held at the Township Building and called to order at 6:00 p.m. by Paul Bart, Chairman. Bob Zangueneh, Vice-Chairman, was present with Chairman Bart presiding. Supervisor Donald Kauffman was not in attendance.

Others in attendance included Victor Neubaum, Solicitor; Eric Mains, Engineer; Marcia Weaver, Administrator/Treasurer; Karen Eakin, Secretary; Officer Bill Ceravola, Reading Township Police; Gary Bullock, EMC; Troy Reeve, Lake Meade Fire & Rescue; Denise Smith; Carl Bert; Gary Sauble; Emmert & Pat Hartzell; Ken Scott; and Pauline Brodbeck.

The meeting opened with the Pledge of Allegiance led by Mr. Bullock.

The minutes of the September 15, 2014 regular meeting were approved as submitted on a motion by Chairman Bart, seconded by Mr. Zangueneh; motion carried.

The minutes of the October 9, 2014 Budget Workshop Meeting were approved as submitted on a motion by Chairman Bart, seconded by Mr. Zangueneh; motion carried.

PUBLIC COMMENTS

Mr. Zangueneh announced that it was Chairman Bart's birthday.

TREASURER'S REPORT

Ms. Weaver gave the balance of the General Fund Account as \$232,952.31 and the State Fund Account as \$4,469.60, after repairs to Brough Hill Road. She stated that if the Municipal Authority loan amount was placed on the Balance Sheet, it would be recorded as Reimbursement of Prior Year Expenses. After Mr. Zangueneh suggested that it be documented in a footnote on the Balance Sheet, Attorney Neubaum recommended the wording that could be used. Ms. Weaver stated that the State aid for emergency services will be dispersed to the fire companies within 60 days of receipt. The report was accepted as submitted on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

Ms. Weaver presented information on two capital reserve CDs that matured on Oct. 15, 2014. The Office Equipment and Building Maintenance CDs had previously earned .80% at Susquehanna Bank but the bank was only offering a renewal rate of .15% APR for the same term. In order not to lose interest, she suggested moving the CDs to Adams County National Bank at a special rate of .80% for 13 months. Ms. Weaver stated that she did not want to tie the money up for a longer period of time. The transfer of the CDs from Susquehanna Bank to Adams County National Bank was approved on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

ADMINISTRATIVE REPORTS

Administrative reports submitted by the Police, Public Works, Zoning & Code Enforcement, and the Building Inspector were approved on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

ENGINEER'S REPORT

Hampton Heights Stormwater Management

A memo from Eric Mains was presented to the Board addressing Stormwater Management in the Hampton Heights development. The plans for the development allow a maximum of 3,500 sq. ft. of impervious surface for each lot. The policy being proposed takes into account the pipes and retention area designed in the approved plan for the development. Mr. Mains pointed out that the responsibility for the stormwater pipes will be transferred when the roads in the development are turned over to the Township and that extra steps need to be added acknowledging the permitting process. He explained that when a Hampton Heights resident comes in for a permit, the Zoning Officer will give them the policy if their project would exceed the 3,500 sq. ft. of impervious surface allowed for the lot. He stated that the resident could be allowed to do the project if secondary facilities are put in place such as seepage beds, rainwater harvest tanks, rain gardens, etc. The engineering costs involved in creating a secondary facility would be incurred by the property owner. The Drainage Policy Memo outlining the procedure for individual stormwater management plans within Hampton Heights was adopted as written on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

Subdivision of Church and Magistrate Office Properties

Mr. Mains worked on the plan with Zoning Officer, Kelly Duty. He indicated that the sewage issue needs to be discussed but that a lot could be created which meets the Township Zoning Ordinance. Mr. Zangueneh stated that the appraised property should be managed by the supervisors as an asset. He voiced his concerns that the prospective buyers may have expected the lot to have a sewage system already in place. Mr. Mains stated that a new lot cannot be created without a sewage plan. A workshop will be scheduled at a later date to discuss the subject.

SUBDIVISION & LAND DEVELOPMENT

Denise Smith - Turkey Pit Road, SALD Plan#2014-03

- The DEP Planning Waiver and Non-Building Declaration was approved on a motion from Chairman Bart and seconded by Mr. Zangueneh; motion carried.
- The Sewage Facilities Planning Module, Component 1 was approved on a motion from Chairman Bart and seconded by Mr. Zangueneh; motion carried. Attorney Neubaum presented the Sewage Facilities Planning Module for the Board members' signatures.
- A waiver from SALDO §22-303 for the submission of a preliminary plan was approved on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.
- The Final Subdivision Plan was approved with the following conditions on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried:
 1. All appropriate signatures, seals, and certifications should be provided. (§22-304.A(16))
 2. Notation correction should be made to the Conditional Use Hearing statement indicating the docket number as 2014-01C and the appropriate code number as §27-503(B)(2).
 3. An approved Sewage Facilities Planning Module. (§22-306.B(10))
 4. A merger agreement will be required for all lots where lands are to be added. (§22-308.D)
 5. An approved Erosion & Sediment Control Plan with the associated NPDES Stormwater Discharge from Construction Activities Permit. (§22-304.B(2))
 6. A signature block shall be provided on each plan sheet. (§22-306.A(28))

7. As-Built Plan is required upon completion of Stormwater Control Measures. (§22-310)

- **Conditional Use Hearing Findings of Fact**

The Finding of Facts and Conclusion of Law document presented by Attorney Neubaum was adopted on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

J. Luther Howe, Jr. - Final Subdivision Plan #2014-04

- The DEP Planning Waiver and Non-Building Declaration was approved on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.
- The Final Subdivision Plan was approved pending the submittal of an approved Sewage Facilities Planning Module (SALDO §22-306.B(10)) on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

Robert Everett - Round Hill Road- Final Subdivision Plan #2014-05

- The DEP Planning Waiver and Non-Building Declaration was approved on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.
- The Sewage Planning Module, Components 2 and 4, Resolution 2014-21 was adopted on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.
- The Final Subdivision Plan was approved on a motion by Chairman Bart conditioned upon the submittal of an approved Sewage Facilities Planning Module (§22-306.B(10)), seconded by Mr. Zangueneh; motion carried.

Shemon Property Plan #2007-08

The receipt of the Shemon Property Plan Phasing Schedule for Development was acknowledged on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

RESOLUTIONS

Resolution 2014-22 Amending Resolution 2014-01 Regarding Wage Rates

Wage rates for the Public Works employees were not calculated correctly on Resolution 2014-01 and an adjustment was necessary to show the correct hourly wage rates. Resolution 2014-22 was adopted on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

MISCELLANEOUS

Distribution of 2014 Foreign Fire Insurance Premium Tax to Fire Companies

Ms. Weaver stated that Lake Meade and Hampton fire companies will each receive 40% of the State Aid and East Berlin Fire Company will receive 20%. The tax will be distributed consistent with the method suggested by the treasurer on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

Pennsylvania Compensation Rating Bureau Separation of Workers Comp Claims History

Approval was given to submit a letter to the PCRB requesting segregation of the volunteer fire company exposure from the municipality experience mod rating on a motion by Chairman Bart and seconded by Mr. Zangueneh; motion carried.

Lake Meade Property Owners Association Request for Police Enforcement on All Roads within Reading Township in the Lake Meade Subdivision

For clarification purposes, Officer Ceravola suggested that the wording in a letter submitted by the LMPOA that reads “on all roads in Lake Meade subdivision” be changed to read “on all roads within Reading Township in the Lake Meade subdivision”. He stated that the Lake Meade Property Owners Association regulates its own signs.

Lake Meade Municipal Authority Financial Statements for the Years Ended December 31, 2013 and 2012

Ms. Weaver stated that there are no concerns with the statements. The Board acknowledged the reports.

Borough of New Oxford Request for Police Services

The Board reviewed the Borough of New Oxford’s request for police services. After consideration of the request, it was determined that the Township is not able to provide the Borough of New Oxford with police services.

2015 Budget Remaining Considerations

Attorney Neubaum will review the county lease agreement. Rent amounts will remain the same for 2015. Officer Ceravola stated that Rutter’s is donating \$400-\$500 to the police department and he hopes to use the funds for the requested body cameras.

SOLICITOR’S REPORT

Attorney Neubaum stated that the ongoing issue of the access road to Lake Meade is being researched to determine whether the road was officially laid out and if it is a public road.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT INTO EXECUTIVE SESSION

The meeting was adjourned into Executive Session by Chairman Bart at 7:34 p.m. to discuss personnel matters.

Respectfully Submitted,

Karen Eakin
Secretary