

**READING TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
MARCH 21, 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 Paul Bart, Chairman. Marcia Weaver, Vice Chairman, and Donald Kauffman, Supervisor, were present with Chairman Bart presiding over the meeting.

Others in attendance were: Victor Neubaum, Solicitor; Eric Mains, Engineer; Gary Bullock, EMC; Nancy Stimer, Auditor; Dan Helman, Auditor; John Biese and Jerry Shank, Planning Commission; and Officer Bill Ceravola. From the Fish & Game Club, Randy and Candy Spahr, and Jeff Ebersole.

Chairman, Paul Bart led the Pledge of Allegiance to the flag.

APPROVAL OF MINUTES:

Paul Bart asked if the Supervisors had reviewed the minutes from the February 22, 2016 Supervisor's Meeting. Response was affirmative. Paul Bart made a motion to approve the minutes as submitted. Donald Kauffman second the motion. Motion carried. Marcia Weaver abstained as she had taken and transcribed the minutes.

PUBLIC COMMENTS: Public comments addressing the agenda items, there were none.

ENGINEERS REPORT: Eric Mains, P.C., presented his report.

1. Hillandale, Gettysburg, Lake Meade Road: Eric Mains stated that Planning Commission had granted recommendation to approve the Preliminary Plan with conditions. Attorney Victor Neubaum stated that based on the Preliminary Plan presented the proposal is not an expansion, it is a modernization and therefore no special exception is required as long as they meet the conditions. Eric Mains stated that they have not yet met all the conditions, however, most are administrative.

Based on the review of the Preliminary Land Development Plan, the following conditions must be met:

1. §22-304.B(1) Township requires a sewage facilities planning module be approved by PA Department of Environmental Protection.
2. §22-304.B(2) Copies of the adequacy letter be received from Adams County Conservation District and the NPDES permit issued by the PA Department of Environmental Protection.
3. §22-304.A(16) All seals, certification and signatures shall be provided on the revised plan set.
4. §27-402.C.(1).e A Nutrient Management Plan must be provided by the Adams County Conservation District and/or the PA Department of Environmental Protection.
5. §27-402.C.(1).f A Water Supply Feasibility report shall be provided.
6. §23-401 An Operation and Maintenance Agreement shall be provided.

Paul Bart made a motion to grant conditional approval pending the meeting of the set conditions. Marcia Weaver second the motion. Motion carried.

1. Establishment of Speed Limits on Township Roads: Eric Mains stated that he would need the roads where they want to set limits. Eric Mains presented a brief outline of what would be needed to set limits.
2. Posting and Bonding of Laughman's Bottom Roads: Eric Mains discussed the weight restrictions. Eric Mains stated that an Ordinance would be needed to establish posting of limits. Eric Mains would provide what was needed for the Ordinance.

These two items were tabled pending discussion with Director of Public Works, on motion by Paul Bart; second by Marcia Weaver.

3. Stoney Point Bridge over Markel Run Road Replacement Project: Eric Mains stated that he has spoken with Andrew Merkel at Adams County Planning & Development and the Act 13 Marcelles Shale grant program should be available for this project to provide a 75% match in funds.

TREASURER REPORT

Marcia Weaver presented the Treasurer's Report. Marcia Weaver stated that the expenses were higher than the income due to the payment of the PSATS Pension MMO and the cost of Winter Maintenance. Paul Bart made a motion to accept the Treasurer's Report as submitted. Donald Kauffman second the motion. Motion carried. Marcia Weaver abstained as she prepared the report.

ADMINISTRATIVE REPORTS

Reports submitted by the Police Department, Public Works Department, Building, Zoning and Code Enforcement, Emergency Management and Fire Departments (Hampton Fire Company and East Berlin Fire Company) were approved as follows: Paul Bart made a motion to approve the presented reports. Marcia Weaver second the motion. Motion carried.

Auditors Report:

Auditors Nancy Stimer and Dan Helman were present. Nancy Stimer stated that the 2015 Audit has been completed. A copy of the report has been sent to the Clerk of Courts and DCED. The Audit Notice has been published in the Hanover Evening Sun. Nancy Stimer stated that they listed the findings with the report. One finding had to do with scrap receipts that were not recorded. They were informed that the money had been used for the Township Christmas Party. Nancy Stimer stated that these receipts should have been deposited to show accountability.

Paul Bart stated that after an investigation by the State Police and the DA's office; it was determined that nothing criminal had occurred. This was an administrative oversight. Marcia Weaver stated that a new policy has been put into place that all cash dealings must go through the treasurer. Paul Bart stated that all employees have now seen, read and signed the agreement. Marcia Weaver stated that all the money has now been accounted for and turned in to the treasurer with receipts.

Paul Bart thanked the auditors for all the hard work. Attorney Victor Neubaum stated that this was a high level of detective work, well done.

Dan Helman then gave the rest of the Auditor report after which, Paul Bart made a motion to approve the administrative reports and audit reports from the Auditors. Marcia Weaver second the motion. Motion carried.

MISCELLANEOUS

East Berlin Fish & Game Club:

Cindy Spahr, resident, asked if any solution had been made in reference to the Noise Complaint regarding East Berlin Fish & Game Club. Paul Bart stated that he had hoped that the Gun Club would respond to our request. Wilbur Slothour sent an email to the Gun Club, but received no reply.

A resident stated that there is a scheduled meeting at the Gun Club this Wednesday, 3/23/2016. They hope to discuss the following issues: Better noise hours, time restrictions, sight distance requirements, no Sunday or Holiday shooting, and no semi-automatic shooting. Nothing further was discussed.

Apple Valley Creamery, 541 Germany Road, East Berlin, PA. Marcia Weaver stated that Apple Valley Creamery will be sponsoring the 2nd Annual Abogar/Apple Valley Creamery 5K Run on Saturday, July 30, 2016. The start time for the race will be 8:00 am. 75-100 runners will participate. The race course will consist of Germany Road, Church Road, Hoover School Road, and Iris Lane. Marcia Weaver stated that they will need to provide a copy of liability insurance and an Agreement to Hold Harmless. Marcia Weaver stated that the Police will be informed of roads involved. Nothing further was discussed.

Robert Fletcher AG Security Modification: A correction to the Proposed Modification to an existing AG Security Area: This is to correct the parcel number and update parcels added to this AG Security Area. Paul Bart made a motion to approve the modification as submitted. Donald Kauffman second the motion. Motion carried.

All Clean Building Maintenance: Marcia Weaver stated that approval of an estimate is needed for All Clean Building Maintenance for spring window and floor cleaning the weekend of March 25th. Paul Bart made a motion to approve this maintenance. Marcia Weaver second the motion. Motion carried.

Road Materials and Road Project: Marcia Weaver stated that approval is needed for the bid advertisement for road materials and road project proposals. Materials are the standard items used each year. Paul Bart made a motion to approve the advertisement for materials. Donald Kauffman second the motion. Motion carried. Paul Bart made a motion to approve the Road Projects on Group Mill Road and Tar and Chipping project of various Township roads. Marcia Weaver second this motion. Motion carried.

Garage Door Opener: Marcia Weaver stated that approval is needed to accept the estimate from Hanover Door to install a new garage door opener. The estimate is for \$1,747.81, this includes all materials and labor. Paul Bart made a motion to approve the estimate as submitted. Donald Kauffman second the motion. Motion carried.

Expense Statement: Approval is needed to pay Paul Bart for mileage expense from March 3, 2016. Total amount is \$37.80. Marcia Weaver made a motion to approve the expense. Donald Kauffman second the motion. Motion carried. Paul Bart abstained.

Spring Clean-up: Approval is needed for advertisement in the Merchandiser for Spring Clean-Up information. The Clean-Up will be on Saturday, April 30th, 10:00 – 3:00 pm. The ad states what items can and cannot be accepted. Paul Bart made a motion to publish the ad. Marcia Weaver second the motion. Motion carried.

April Board Meeting: Approval is needed for change of the April Board meeting. This will be changed from Monday, April 18th to Tuesday, April 19th. Paul Bart made a motion to approve this change. Donald Kauffman second the motion. Motion carried.

Resolution #2016-14: Marcia Weaver stated that approval of Resolution #2016-14 is needed. This is the Emergency Operations Update. Gary Bullock will distribute as needed. Paul Bart made a motion to approve this resolution. Marcia Weaver second the motion. Motion carried.

SOLICITOR'S REPORT

Attorney Victor Neubaum presented his report.

1. Wolf Road Access to Lake Meade: Attorney Neubaum stated that nothing had transpired on this matter. He will proceed with past court action. There will be either a settlement or hearing. He will keep the Board advised.

2. Transfer of Liquor License #R-18379: Attorney Neubaum stated that this should be regulated by the State. The letter received from Attorneys Katherman, Heim & Perry states that a Limited Liability Company has entered into a contract to purchase this license, they wish to then transfer this license from 2350 Harney Road, Littlestown, Littlestown Boro, to 2115 East Berlin Road, Reading Twp, Adams County. Attorney Neubaum stated that a public hearing should be held and the decision would be by resolution or ordinance.

PUBLIC COMMENTS: There were none.

ADJOURNMENT:

Having nothing further to discuss, Paul Bart made a motion to adjourn at 7:25 pm. Marcia Weaver second the motion. Motion carried. Meeting adjourned at 7:25 pm

At 7:25 pm, Paul Bart called for an Executive Session to discuss personnel matters.

Minutes taken and transcribed by:

Deborah A. Brogan
Recording Secretary