

**READING TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
October 17, 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; Kim Dissinger & Jason Grim, Public Works, Police Officer Bill Ceravola, Evelyn Howe, Sue Myers, Lester Miller, Pauline Brodbeck, and Ira Reed.

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

**APPROVAL OF MINUTES:**

Kevin Holtzinger asked if the Supervisors had reviewed the minutes from the September 15, 2016 Special Budget Meeting. Response was affirmative. Donald Kauffman made a motion to approve the minutes as submitted. Marcia Weaver second the motion. Motion carried.

Kevin Holtzinger asked if the Supervisors had reviewed the minutes from the September 19, 2016 Supervisor's Meeting. Response was affirmative. Marcia Weaver made a motion to approve the minutes as submitted. Donald Kauffman second the motion. Motion carried.

Laughman's Bottom: The Board attended a meeting on October 3<sup>rd</sup> with the municipal authority and DEP. DEP is requesting that the Township develop and implement a Township-wide on-lot-Sewage Mgmt. Program (SMP) with these areas included in the initial inspection and pumping cycle. This program would satisfy the immediate sewage disposal needs of the planning area. The Township would then submit a Special Study as an update to the Official Plan to address the future sewage disposal needs of the planning area. The Special Study would be limited in scope to the Conewago Park and Laughman's Bottom planning areas of the Township. The authority is taking the lead on this study.

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

Police Officer Bill Ceravola stated that the vehicle registration fee of \$5.00 is on hold at the present time. He understands that the funds are to be used for road maintenance; however, the municipality must apply for the funds.

Lester Miller stated that he can see that the road crews is doing a great job.

**ENGINEER'S REPORT:**

Eric Mains, Engineer stated that at the present time he has no report.

## **SUBDIVISION & LAND DEVELOPMENT:**

**Larry & Lester Miller, Preliminary/Final Subdivision Plan #2016-03:** Lester Miller was present. The Millers are asking for approval of the Final Development Plan. At the last Planning Commission meeting they established the following four conditions as part of a recommendation for conditional approval:

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. 22-304.B(2) This plan will require that an NPDES (Discharge of Stormwater from Construction Activities) shall be obtained from PA DEP/ACCD, and to resolve all remaining Post Construction Stormwater Management Plan issues prior to Final Plan approval.
3. 22-516 & §23-503 A Public Improvement Bond/Surety in an amount to be determined upon review by the Township Engineer, must be provided to the Township to ensure the completion of the proposed Stormwater and Erosion Control related facilities and control measures.
4. 27-402.C(1)(c)(2)(e) A Nutrient Management Plan must be prepared and approved by the Adams County Conservation District and submitted to the Township.

Donald Kauffman made a motion to approve #2016-03 with conditions as stated, to be met before signing. Marcia Weaver second the motion. Motion carried.

**Hillandale Gettysburg, Lake Meads Road; Final Land development Plan #2016-05:** Ira Reed was present to represent Hillandale. Planning Commission established the following five conditions as part of a recommendation for conditional approval:

1. 22-309 A Public Improvement Bond/Surety (to include, but not be limited to all stormwater BMP's, erosion control, landscaping, demolition, etc.) in an amount to be determined upon review by the Township Engineer, must be provided to the Township to ensure the completion of the proposed Stormwater and Erosion Control related facilities and control measures. Mr. Mains was in receipt of an estimate and will review for concurrence.
2. 22-306.A(27) & (28) The owner shall sign the approved plan set 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.
3. 22-306.B(12) Requires copies of any certificates, endorsements, etc. that are required to be obtained for this project. These would include such items as the Nutrient Management Plan, Odor Management Plan, etc. and courtesy copies be provided to the Township.
4. 22-306.B(6) & (15) Resolution of outstanding comments related to the previously submitted Water Resources Impact Study be resolved and accomplished based on the report issued September 5, 2016 by Mr. Mains' office.
5. 22-409.2.E Documentation shall be provided that this is a Final Plan and that the Construction Sequence indicates that while all construction will not occur simultaneously, it will best represent what will be constructed initially and how subsequent pieces would be built out. The goal is to make sure that all termination of work dovetails into the start of the next (subsequent)

piece. Consultant will work with Mr. Mains to ensure sequencing detail is adequate on both the plans and in writing.

Ira Reed stated that the plan may sit for a while, they will not post bond until they are ready to begin construction. Mr. Reed was informed that he will not receive the permits until bond is posted and the above conditions are met.

Attorney, Victor Neubaum stated the Preliminary Plans allow some construction. He would recommend that the Board of Supervisors approve the final Land Development Plan with the five (5) conditions stated. Donald Kauffman made this a motion. Marcia Weaver second the motion. Motion passed by unanimous vote.

**Rutter's Farm Store #17, Carlisle Pike, Land Development Plan #2016-07:** It was stated that Planning Commission has not seen this plan. They will wait and refer to Planning Commission for their recommendation.

**Hampton Heights, Sub-division Land Development Plan (Phase III) #2016-06:** They have requested approval for a Modification Request for items previously approved during the preliminary stage of the plan. It was recommended that Eric Mains and Victor Neubaum review this matter and advise the proper procedure.

#### **MISCELLANEOUS:**

**Hampton Heights Home Owners Association:** A request for Township to pay for Fire Hydrants. Marcia Weaver stated that the Township does not pay for the hydrants in the Lake Meade Development and expressed concern about setting precedence by paying for the hydrants in developments having HOA. Attorney Neubaum stated that this cost could be set up as an assessment in the HOA dues. After further discussion, Marcia Weaver made a motion that the Township will not assume the costs of paying water bills for the fire hydrants in Hampton Heights. This cost should be incorporated within the HOA Dues as it is these residents that will benefit from a reduction in their homeowners insurance. Donald Kauffman second the motion. Motion carried unanimously.

**East Berlin Fish & Games Association:** The Board acknowledged receiving a copy of correspondence send to the East Berlin Fish & Game Association from Randy and Candy Spahr's Attorney.

**Distribution of 2016 Foreign Fire Insurance Premium Tax to the Fire Companies:** Marcia Weaver presented a Memo stating that the Township received \$36,185.53 for the 2016 Commonwealth allocation supporting the Volunteer Fire Relief Associations. The distribution of funds was presented. Donald Kauffman made a **motion** to approve the payments. Kevin Holtzinger second the motion. Motion passed by unanimous vote.

#### **TREASURER REPORT:**

Marcia Weaver presented the Treasurers Report, stating that September has been a good month. Victor Neubaum noted that we are ahead on the income side and our expenses are down. We are well within

the 2016 budget. Donald Kauffman made a motion to approve the report. Kevin Holtzinger second the motion. Motion carried.

**ADMINISTRATIVE REPORTS:**

Officer Bill Ceravola presented the police report. Officer Ceravola stated that the 2005 Police vehicle is back and running well. They had two (2) DUI's over last weekend. They have also solved a case involving the theft of \$2,000 of equipment from a boat, they made two arrests.

Kevin Holtzinger stated that the Township is now receiving notice of when the Game Commission is patrolling Lake Meade. This is welcomed information.

**PUBLIC WORKS:**

Kim Dissinger, Public Works Dept. presented his September 2016 report to the Board. Kim Dissinger stated that they will not have enough funds to pay the part-time employee's through the year end. They are requesting extra funds. Kevin Holtzinger told Dissinger to come up with an amount needed and they will meet to make a decision. Kevin Holtzinger asked for a report of work expected for 2017. This will help with the budgeting process.

**BUILDING INSPECTIONS:**

The Building & Zoning report was presented by Victor Neubaum.

**EMA:**

Prior approval was given by the Board for the fire police to work during the Hampton Fire Company Raffle on October 16. Approval was given for the fire police to serve during the Trick or Treat night 10/26/2016 on a motion made by Marcia Weaver and seconded by Donald Kauffman; motion carried unanimously.

**FIRE COMPANY:**

The report from Liberty Fire Co. for the month of September 2016 was presented. With a total of 81 incidents, 15 were in Reading Township.

Donald Kauffman made a motion to approve all the Administrative Reports. Marcia Weaver second the motion. Motion carried.

**SOLICITOR'S REPORT:**

Attorney, Victor Neubaum presented his report as follows:

Resolution #2016-19: This Resolution is to establish a Mailbox Policy within the right-of-way of the roads. The document submitted was reviewed and changes shall be made to bring the resolution in line with Federal regulations. It was agreed that after removing a paragraph from the resolution, it may be

approved. Marcia Weaver made a motion to approve the Resolution with the stated change. Donald Kauffman second the motion. Motion carried unanimously.

York Water Company: They have presented a copy of their filing stating;

In the matter of the application of the York Water Company, for the approval of the right of The York Water Company to acquire the water distribution assets of the Stockham's Village Mobile Home Park in Reading Township. After review of the document, Victor Neubaum stated that he sees no reason to object. The hydrants were discussed; they are the responsibility of the park owner.

Church Lease: The Board agreed to change the lease agreement to a month to month term ending when terminated pursuant to the agreement, on a motion by Donald Kauffman and seconded by Marcia Weaver; motion carried unanimously. Victor Neubaum will make these changes.

**PUBLIC COMMENT:**

Kim Dissinger thanked the Board for a successful meeting.

**ADJOURNMENT:**

Having nothing further to discuss, Kevin Holtzinger made a motion to adjourn. Marcia Weaver second the motion. Meeting adjourned at 7:30 pm

Minutes taken and transcribed by:

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Deborah A. Brogan  
Secretary