

**READING TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
JANUARY 21, 2019**

The regular meeting of the Reading Township Board of Supervisors was held at the Township Building and called to order at 6:07 pm by Kevin Holtzinger, Chairman. Marcia Weaver, Vice-Chairperson and Gary Sauble, Supervisor were present with Chairman Holtzinger presiding over the meeting.

Others in attendance included Victor Neubaum, Solicitor, Malone & Neubaum; Eric Mains, Engineer, Gannett Fleming; Gary Bullock, Emergency Management Coordinator; Dean Shank, Deputy Emergency Management Coordinator; Jason Grim, Kim Dissinger & Robert Anderson, Public Works Department; Bill Ceravola Officer in Charge; Gerald Shank & John Biese, Planning Commission; Jason Phillips, Emmert Hartzell and Zachary Taylor Hampton Fire Company; Steve Rabine, United Hook and Ladder; Greg Heefner, Dustin Avery, Northeast Adams Fire & EMS; Diane Megonnell, Jeff Megonnell, and George Wolf.

Pledge of Allegiance led by Eric Mains

Minutes of December 17, 2018 Regular Meeting were approved pending correction, on a motion by Ms. Weaver, second by Mr. Sauble; motion carried unanimously.

Minutes of January 7, 2019 Organization Meeting were approved pending correction, on a motion by Ms. Weaver, second by Mr. Sauble; motion carried unanimously.

Fire Company Box Cards

Mr. Steve Rabine, Fire Chief with United Hook and Ladder, stated he and his command staff met with Chief Byers, Chief Heefner and the Deputy Chief with Northeast Adams Fire & EMS to discuss the Box Card area assignments and mapping which Adams County has prepared per the Memorandum of Understanding with Reading Township. Chief Rabine stated the meeting went very well. He presented the Board of Supervisors with the Box Cards and Mapping information for their review and signatures.

Engineers Report

Mr. Mains stated the first pumping/inspection district the On-Lot Sewage Pumping District Ordinance is closing out. Mr. Wilt is drafting a violation letter that will be sent to the properties that have not pumped or have not filed for an exemption. The letters for the second district to begin pumping will be sent out. Mr. Mains has also drafted a letter to outline the progress and status. There will also be mapping to show graphically who is pumped and who is not. Chairman Holtzinger questioned whether the violation letter should state the penalty for not pumping. Mr. Mains stated it is up to the Board on whether to put the amount of the fine in the letter. He also said the letter is very stern and it states the letter will be the final warning. The

Board of Supervisors decided to keep the letter as written. Mr. Mains would like the Board to review the Ordinance and decide how they would like to proceed with the penalty phase for the properties that have not pumped. He would like this to be done before the next Board of Supervisors meeting.

Resolutions

- 2018-01: Employee Wage Rates was adopted on a motion by Ms. Weaver and seconded by Mr. Sauble; motion carried unanimously.
- 2018-02: Personnel Policies & Procedures was adopted pending correction on a motion by Ms. Weaver and seconded by Mr. Sauble; motion carried unanimously.
- 2018-07: Confirming Re-appointment and Terms of Office to the Planning Commission was adopted on a motion by Ms. Weaver and seconded by Chairman Holtzinger; motion carried unanimously.
- 2018-08: Confirming Appointment & Re-appointments to the Zoning Hearing Board was adopted on a motion by Ms. Weaver, seconded by Mr. Sauble; motion carried unanimously.
- 2018-09: Appointing Delegate and Alternate Delegate to the Adams County Tax Collection Committee was adopted on a motion by Ms. Weaver and seconded by Mr. Sauble; motion carried unanimously.
- 2018-10: Record Disposition was adopted on a motion by Chairman Holtzinger and seconded by Mr. Sauble; motion carried unanimously.

Miscellaneous

Proclamation

PA One Call sent a request to Reading Township to approve a Proclamation declaring April 2019 "811 Safe Digging Month". "PA 811 Safe Digging Month" Proclamation was approved on a motion by Mr. Sauble, seconded by Ms. Weaver; motion carried unanimously.

Annual Meeting Notice

Authorization was given for the advertisement of the Annual Meeting Schedule in the Gettysburg Times pending correction on a motion by Ms. Weaver and seconded by Mr. Sauble; motion carried unanimously.

Residential & Commercial Building Inspector And Zoning & Code Enforcement Services

Wilbur Slothour, Land & Sea Services was appointed as Residential and Commercial Building Inspector and the 2019 Contract for Services was approved on a motion by Ms. Weaver and seconded by Mr. Sauble; motion carried unanimously.

Virus Protection

Officer in Charge provided the Board of Supervisors with information for Virus Protection for the six computers for the Township. The program will be installed by Tryesta Technology Management. There will be a \$696.00 fee to install the program on the six computers which is a onetime fee. There will also be a \$396.00 annual fee which includes maintenance and updates throughout the year. Virus protection was approved to be installed on the Township Computers on a motion by Ms. Weaver and seconded by Mr. Sauble; motion carried unanimously.

Treasurer Report

Ms. Beard provided the Board of Supervisors with the November Pledge Report from BB & T Bank, Monthly Reports and the fourth quarter reports. The Treasurer's Report for the month of December was approved pending audit, on a motion by Ms. Weaver, second by Mr. Sauble, motion carried unanimously.

Administrative Reports

The Board acknowledged receiving reports from the Police, Public Works, Zoning/Code Enforcement Officer and Building Inspector, Emergency Management, Hampton Fire Company and Northeast Adams & EMS for the month of December. The 2018 Annual Planning Commission Report was also submitted and acknowledged.

Public Works Department submitted an estimate for the road project to be done on Old Log House Road. The contracts for road project and road material bids will be presented at the February 18th, 2019 Board of Supervisors meeting for approval to advertise and go out for bids.

Mr. Jason Phillips presented the Board with a list of Chief Officers that were appointed for United Hook & Ladder, New Oxford, Abbottstown, Bonneauville and Hampton. Hampton Officers are Captain, Tony Phillips; Lieutenant, Randy Wolf; Sergeant, Christian Viands.

Mr. Dustin Avery stated the Township will be receiving a report from the State for the final audit of Lake Meade Fire and Rescue.

The administrative reports as submitted were accepted on a motion by Mr. Sauble, seconded by Ms. Weaver; motion carried unanimously.

Mr. Gary Bullock, EMC Coordinator, Introduced Mr. Dean Shank, new Deputy Emergency Management Coordinator. Mr. Bullock also announced there was a fuel spill at Route 94 and Stoney Point Road. It did not reach the creek.

Solicitor's Report

Recreation Plan

Proposed Ordinance 2019-01

Attorney Neubaum presented Ordinance 2019-01 which is amending and supplementing the Reading Township Subdivision & Land Development Ordinance 2014-01. This Ordinance proposes requirements for establishment of public recreation areas in the Township. These Recreation areas will be funded with payments by sub-dividers who do not want to dedicate an area in their subdivision for a park or Recreation Area. The money that is collected will be used by the

Township to maintain and improve park areas or for purchase of land for a park. If the fees are not spent in three years the developer may request a refund. The provisions are in the Municipalities Planning Code, Section 503(11). The fee will be \$778.08 per dwelling unit. Ordinance 2019-01 was approved for advertising on a motion by Ms. Weaver, seconded by Mr. Sauble; motion carried unanimously.

Comcast Contract

Attorney Neubaum stated the Townships Comcast contract is up for renewal on May 15th, 2021. He spoke to Colleen Reamer, Hamiltonban Township, concerning combining efforts to negotiate a group contract with Comcast. A meeting with the Townships joining in this group will be held sometime in February. Attorney Neubaum stated there would be some consideration in hiring a consultant to assist in the collective Townships effort to negotiate with Comcast going forward. The cost for the consultant would be approximately \$700.00 or \$800.00 per Township. Attorney Neubaum recommends Reading Township joins the other Townships.

Leaf Burning Ban

There was an article in PSATS News concerning a leaf burning ban. Attorney Neubaum stated it is a new act exempting municipalities with a population over 5000 that have a population density of 500 or fewer people per square mile and have a current regulation to establish and implement a leaf collection program if the municipality enacts an Ordinance banning leaf burning. However, Attorney Neubaum stated in the fine print it states a Township only has to implement the leaf collection program if the Township has a density of more than 300 people per square mile, Reading Township only has 218 people per square mile. Therefore, Reading Township is not required to implement a leaf collection program.

Fire Company Merger

Attorney Neubaum stated the deed to the Hampton Fire Company property is drafted. However, there is a Resolution needed from Hampton Fire Company, since they are a non-profit Corporation that authorizes the Fire Company to convey land to the Township and appointing Gary Bullock as the authorized person to be present to sign the deed. Attorney Neubaum prepared a Resolution and presented it to Mr. Bullock which will be approved by the Hampton Fire Company Board of Directors. Once that is complete then the deed will be finalized and ready to sign.

Adjournment

The meeting adjourned at 7:45 pm on a motion by Mr. Sauble and seconded by Ms. Weaver; motion carried.

Respectfully Submitted,

Kimberly Beard
Secretary/Treasurer