

**READING TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
MAY 15, 2017**

The regular meeting of the Reading Township Board of Supervisors was held at the Township Building and called to order at 6:09 pm by Kevin Holtzinger, Chairman. Marcia Weaver, Vice-Chairperson & Donald Kauffman, Supervisor was present with Chairman Holtzinger presiding over the meeting.

Others in attendance included Victor Neubaum, Solicitor, Malone & Neubaum; Eric Mains, Engineer, Gannett Fleming; Bill Ceravola, Officer in Charge; Gary Bullock, Emergency Management Coordinator; Jason Grim, George Wolf & Kim Dissinger, Public Works Department; Nancy Stimer Township Auditor and Barry Cockley, Berwick Township.

Jason Grim led the Pledge of Allegiance.

The minutes of the March 20th, 2017 regular meeting were approved on a motion by Mr. Kauffman and seconded by Ms. Weaver; motion carried unanimously.

The minutes of the April 17th, 2017 regular meeting were approved on a motion by Mr. Kauffman and seconded by Ms. Weaver; motion carried unanimously.

**ANNOUNCEMENTS**

Chairman Holtzinger stated that on May 6th, 2017, he and Ms. Weaver met at 11:00 am at the Township office to review awarded bid contracts and to confirm that all Bond and Insurance requirements were received.

**PUBLIC COMMENTS**

There were no public comments.

**ENGINEER'S REPORT**

**Bridge Replacement**

**Stoney Point Bridge over Markel Run Creek**

Mr. Mains, Engineer with Gannett Fleming, stated that the commitment letter for 5% funding of the bridge, has been sent. He asked that a copy of the letter stay with the budgeting information for 2018.

**On-Lot Disposal System Ordinance**

Mr. Mains presented the revised proposed pumping districts and pumping schedule that was discussed in April 17, 2017 Board of Supervisors meeting. The revised pumping districts were divided into 5 districts instead of the 3 originally proposed, with Laughman's Bottom to be done first. This will allow the pump outs at 5 year interval instead of the 3 year as previously discussed. Mr. Mains also spoke to the Townships Sewage Enforcement Officer concerning standard procedure. He stated there is no prewritten policy and the Township should receive direction given by Department of Environmental Protection. Ms. Weaver also questioned Mr. Mains as to how the Township will collect unpaid penalties. Mr. Mains stated they be turned over to the Solicitor.

Attorney Neubaum is to type the summary advertisement for the hearing that is necessary. He is also to add a section on Municipal Liens if the owner does not pump out or does not pay their fines. The Public will be able to review the Ordinance and it will be advertised in the newspaper prior to adoption. A copy will be at the front desk in the Township Office for public review.

**Lake Meade Property Owners Association  
And Storm Water Management**

At the March 20th, 2017 Board of Supervisors Meeting, the request was brought to the Board of Supervisors for Reading Township to waive the requirement for a Stormwater Management review by Mr. Mains office and allow Lake Meade to handle the review process completely. No one from the Assoc. was present at that meeting. Mr. Biese, Chairman of the Planning Commission, Chairman Holtzinger and Ms. Weaver all expressed their concern for the Lake Meade Property Owners Association doing their own oversight based on several areas of concern that would need to be addressed as presented by Mr. Mains and outlined in a Memorandum to the Board dated March 20<sup>th</sup> from Mr. Wilt. Mr. Mains stated that Lake Meade Property Owners Assoc. would like to meet with him to follow up on their request. The Board advised Mr. Mains to tell Lake Meade property Owners Association to attend the Planning Commission meeting to discuss.

**SUBDIVISION & LAND DEVELOPMENT**

**Modification Waiver Request-Iglesia Restauracion  
5150 Carlisle Pike**

**Subdivision and Land Development Plan #2017-01**

The Board of Supervisors received a Modification Request Waiver to waive Ordinance §22-303, to allow plan to move directly to a final plan and to waive Ordinance §22-304.A9 and allow a scale of 1"=1000'. Ms. Weaver made a motion to accept the requests, seconded by Mr. Kauffman; motion carried unanimously.

**Hillandale Gettysburg-Lake Meade Road  
Subdivision and Land Development #2016-05**

The Hillandale Land Development Plan was conditionally approved and all conditions have been met except the requirement to Provide Bond/Surety which was discussed at April 17<sup>th</sup> Board of Supervisors meeting. The Township has been waiting for them to provide a bond or a refundable escrow amount to be held by the Township until the Land Development has started or the project was abandoned. A check in the amount of \$20,000 was submitted by Hillandale on May 12<sup>th</sup>, 2017 and accepted by the Board of Supervisors to be put in an escrow account.

**MISCELLANEOUS**

**Reading Township Community Yard Sale**

Ms. Weaver made a motion to approve the dates of June 23<sup>rd</sup> and 24<sup>th</sup> for the Community Yard Sale & Lake Meade exclusion, Mr. Kauffman seconded; motion carried. No permit is required and it will be advertised in the Merchandiser.

**Probation Period  
Secretary/Treasurer**

Kimberly Beard's Probation period ended May 13, 2017. Ms. Weaver made a motion to make Kimberly Beard a permanent full time employee, Chairman Holtzinger seconded; motion carried unanimously.

**Kimberly's Training  
Municipal Secretaries Class**

Ms. Beard attended Training for Municipal Secretaries Class on May 2<sup>nd</sup>, 2017 in Gettysburg. She stated that she learned some valuable information. Some of the highlights of her class were budgeting tips, how to conduct meetings and draft minutes, Right To Know information and how to offer helpful community agency information at the Township Office.

**2040 Long Range Transportation Range Report**

The Board acknowledged receiving the 2040 Long Range Transportation Range Report on May 2<sup>nd</sup>, 2017.

**Apple Valley Creamery 5K Run**

Apple Valley Creamery would like to have their annual 5K run on July 29<sup>th</sup>, 2017. They have submitted all necessary paperwork. Attorney Neubaum states that the run has been taking place for a number of years without incident. Gary Bullock, Emergency Management Coordinator, stated that there will be 2 ambulances there this year instead of 1. Ms. Weaver made a motion to approve July 29<sup>th</sup>, 2017 for the 5K run, seconded by Mr. Kauffman; motion carried unanimously.

**TREASURER'S REPORT**

The Treasurer's Report for the month of April was approved on a motion by Chairman Holtzinger and was seconded by Ms. Weaver; motion carried unanimously.

**ADMINISTRATIVE REPORTS**

The Board acknowledged receiving reports from the Police, Public Works, Zoning/Code Enforcement Officer and Building Inspector, Emergency Management and Fire Companies for the month of May. Mr. Bullock stated that Emergency Management had the fire police at the Make A Wish Truck Convoy in Hampton and did not have prior approval. He also stated that the Memorial Day Parade in Hampton will be May 26 and East Berlin's parade will be held May 27<sup>th</sup>. Mr. Bullock is asking the Board for approval for the non-emergency use of fire police to cover both parades, the Apple Valley Creamery Run on July 29<sup>th</sup> and the Truck convoy that was already held. Mr. Kauffman made a motion to accept Mr. Bullock's request, Ms. Weaver seconded; motion carried unanimously.

**SOLICITOR'S REPORT**

**Rutter's Farm Store Liquor License Appeal**

Attorney Neubaum stated that there is nothing new to report on the Rutter's matter and the Township did all they need to do.

**PUBLIC COMMENTS**

Chairman Holtzinger presented Ms. Weaver with a Gift Certificate for her retirement from the Township for her service and dedication to Reading Township. Ms. Stimer, Township Auditor, also thanked Ms. Weaver for all her help through out the years with the auditing process. She stated that Ms. Weaver went above and beyond to help them.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:00 pm.

Respectfully Submitted,

Kimberly Beard  
Secretary/Treasurer