Manager's Report

Activity in the Month of May

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner.
- Attended Board of Supervisors meeting, Planning Commission, Police Commission meeting and executive session, Authority meeting.
- Preconstruction above ground utility meeting at Schaeffer Road Bridge.
- Scoping meeting with Penn DOT and Wawa.
- Attended meeting Reading Area Transportation Study.
- Attended meeting with insurance agent on health insurance renewal. Rate is increasing 22.5%. Agent is preparing alternatives.
- Held first safety meeting.
- Sent review fee letters.
- Reviewed personnel records and pulled terminated employees.
- Investigated cost of online surveys.
    - Survey Monkey - $384/year unlimited responses
    - Typeform - $360/year unlimited responses
    - Survey Planet – free unlimited responses but survey must be shared by email. $180/year to export the results.
- The office staff is currently working on review of the 2020 Census address list. This will take several months.

Schaeffer Road Bridge construction – road will be closed from June 22 – September 11.

Respectfully Submitted,

Diane Hollenbach, Manager

DYNAMIC TRAFFIC

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MEETING NOTES

PennDOT Scoping Meeting
Proposed Wawa Food Market & Fueling Station
Main Street (SR 0073) & Allentown Pike (SR 0222)
Township of Maidencreek, Berks County, Pennsylvania
DT # 0468-99-016T

Prepared by: **Kevin Savage**

Date: **May 17, 2018**

Attendees:
Jeremiah M. Shirock, PennDOT
Brian J. Boyer, PennDOT
Kristen A. Kostick, PE, Pennoni
Diane Hollenbach, Maidencreek Township Manager
Tom S. Unger, PE, Systems Design Engineering, Inc.
Joseph Ceylan, BeKitto Realty
Justin P. Taylor, PE, PP, LEED AP, Dynamic Traffic
Kevin Savage, Dynamic Traffic

- Dynamic explained the proposed scope of the project, including the proposed 5,585 SF Wawa Food Market and Fueling Station. It was explained that access to the site is proposed via a right turn in/right turn out (RI/RO) driveway along Allentown Pike (SR 0222) and via a full movement driveway along Main Street (SR 0073). Further, it is proposed to provide a right turn lane into the site along Allentown Pike (SR 0222) and a left turn lane into the site along Main Street (SR 0073).

- PennDOT explained that there is an existing Department project in design at the intersection of Allentown Pike (SR 0222) and Main Street (SR 0073). The township has agreed to sign the proposed traffic signal plan for the project. The anticipated let date for the project is April 2019, with construction starting 2 to 3 months following.

- PennDOT requested that the geometry of the right turn in/right turn out driveway along Allentown Pike (SR 0222) be designed to prohibit any left turn movements. Signage prohibiting left turn movements would also be required. PennDOT requested the right turn/deceleration lane along Allentown Pike (SR 0222) be designed with a 4-foot shoulder. Curb along Allentown Pike (SR 0222) is a requirement of the Township, but the Department requested that curb not be provided.

- The Department also requested that a 50-foot throat length be provided into the site for the proposed driveway along Allentown Pike (SR 0222). The Township explained that

their driveway throat length requirement for properties along Allentown Pike (SR 0222) is 100 feet.

- PennDOT explained that a left turn lane along Main Street (SR 0073) is required for left turns into the site via the full movement driveway. Additionally, the typical section along Main Street (SR 0073) as part of the Department project must be determined. It was discussed that the transition area along Main Street (SR 0073) to the south of the proposed full movement driveway may require shifting the existing striping on the bridge over Willow Creek. The Department explained that the bridge design may not support shifting vehicles from the existing traveled lanes. Additionally, the Department explained that no waivers from the taper transition area would be granted.

- The Township requested, and PennDOT agreed, that sidewalk should be provided along both frontages.

- The Township requested and Dynamic agreed that the intersection of Main Street (SR 0073) and Park Road (SR 1010) be included in the Traffic Study. It was also agreed that the weekday traffic counts would be taken on a Wednesday per the Township's request and during the school year per PennDOT's request. It was also discussed that Main Street (SR 0073) will be utilized as a detour route during the replacement of a bridge on Schaeffer Road, with an anticipated start date of June 25.

- It was agreed upon that a more refined concept plan would be provided so that the Department could make a final determination on the proposed access to the site. To assist in preparation of this concept plan, the Department agreed to provide plans for the bridge over Willow Creek and recent CAD files for the proposed Department project at the intersection of Main Street (SR 0073) and Allentown Pike (SR 0222). Additionally, the Department advised that prior plans for the area could be requested through the District 5-0 archiver. The refined concept will be given to the PennDOT Bridge Unit for their opinion.

- The Township discussed that the site is located within an MS-4 community and that Willow Creek is a high quality stream and cold water fishery.

DEADLINE FOR SUBMISSION OF RESOLUTIONS IS **JUNE 30, 2018.**

DATE OF COUNTY CONVENTION: ***Thursday, October 18, 2018***

RESOLUTIONS

ADOPTED BY: DATE:_____

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RESOLVED THAT_____

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EXPLANATION/BACKGROUND OF RESOLUTION:

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SIGNED:_____

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SIGNED:_____

SIGNED:_____