

March 2, 2023

Township of Ontelaunee
35 Ontelaunee Dr.
Reading, PA 19605

The regular meeting of the Ontelaunee Township Board of Supervisors was called to order at 7:00 pm by the Chairman Josh Steingraber in the Ontelaunee Township building, with Board Supervisor Gary Hadden and Rudy Schmehl present.

Additional Meeting Attendees: Christopher Hartman, Solicitor
Bill McMullen, Engineer
Kim Y. Berger, Secretary

Visitors- Kenny Stoudt, Chief Jim Keiser, Kelly Burdick, Justin Bodor and Daryl Faust

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve the minutes from the February 2, 2023 meeting. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to amend the agenda by adding wording for a motion regarding the Traffic Planning and Design. Vote 3:0

POLICE DEPARTMENT – January Report was submitted – Chief Keiser informed the Board that the new Explorer should be here in April.

FIRE DEPARTMENT – no report

BUSINESS FROM FLOOR

Jim Rauenzahn was on the agenda to ask questions regarding the stormwater retention ponds along Ontelaunee Drive on the property of Reitnouer. Mr. Rauenzahn was not present, however the Board did discuss the retention ponds. The ponds are required for stormwater and are being inspected as part of the ground work needed for Reitnouer.

Justin Bodor was present to introduce himself to the Board as he is running for Judge of Common Pleas court and is currently an Assistant District Attorney.

TAX COLLECTION: A motion was made by Gary Hadden and seconded by Josh Steingraber to approve the Tax Collector report for February 2023. Vote 3:0

Real Estate Taxes -	\$	0.00
Real Estate Interims -	\$	386.47
Street Light Tax -	\$	0.00

February 2023 Public Works Report

February 1 Spot road salting for icy conditions after dusting of snow. Met with Berman Freightliner sales rep. for quotation and lead time for new M2. Chainsaw inspection including chain replacement

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and oiler adjustment. End of month reports. Free safety video sign-up. Continued catch basin top grinding for storm drain marker program.

February 2 Brush cutting with John Deere along Willow Creek Rd. Cut trees and brush @ Rec. A roadside bank and finish mowed with boom mower. Collected and hauled away leaves from butterfly garden. Dumped wood chips and leaves @ Berks Soil and Stone.

February 3 Received new Stihl pole pruner. Further adjusted Trk3 tailgate latches and operating rod for smooth operation. Replaced worn skid shoe and sharpened knives on 50" rotary mower (Tiger Brute). Made PA One Call and marked site for speed limit sign installation on Berkley Rd. Contacted Arro regarding Gernants Church Rd. temporary patch and water runoff on E. Huller Lane (Muhlenberg Township Authority tested negative for chlorine, so it was determined to be surface water.) Photo of icing issue forwarded. Documented chip seal failure @ Redners Way and Ashley Way intersection. Safety meeting topic of mobile elevating platform lifts plus fall restraint sponsored by Genie via free internet video. Picked up branch blow-downs on Birch Hill Rd.

February 6 Weekly hydrant flushing routine. Delivered water service shut off notices. Reattached stop sign on post @ Fuji and Sunglo. Concreted pavilion slab @ playground electric service install. Installed erosion blanket and grass seed at utility pole. Used stockpile of screening to fortify walking path.

February 7 Rebuilt upper end of fire hydrant @ 30 W. Huller Lane with warranted repair parts and painted safety bollards surrounding it. Reviewed line and cable locator unit with LB Water sales rep. Documented meter reading @ 68 Calais. Plugged Trk#1 right front tire (nail puncture) with repair kit. Installed (60) storm drain marking medallions in the Willow Glen subdivision.

February 8 Installed (3) speed limit signs and cold patched potholes on Berkley Rd. Used metal detector to locate and excavate buried valve box to shut off and then disassemble fire hydrant @ 37 Verdun Dr. for upper operating rod replacement program. Marked water and sewer service laterals for PA One Call system @ 30 Sunglo Drive.

February 9 Continued grinding of catch basin tops to accept storm drain marking medallions in Willow Glen and North Willow Glen subdivisions. Pressure washed vinyl fence @ township garage area and Crown Castle cell tower facility. Installed another (70) storm drain markers to complete area. Patched around sunken catch basins @ 43 Katylyn and 59 Katylyn Lane.

February 10 Brush cut with Brute boom mower road bank on Shoemakersville Rd. from Hecktown Rd. to Ontelaunee Drive. Hauled away excess. Scrap metal to Pollock-Reading.

February 13 Payroll. Weekly hydrant flushing routine. Cleaned up leaves and debris around township building. Spoil to Berks Soil and Stone. Weed barrier discarded in dumpster. Pressure washed entrances to administration and police offices.

February 14 Spread 4 yards of millings on Bowers Rd. Spread 16 yards of fresh mulch in planting beds around township building with new weed barrier. Attended meeting with Arro and BCCD regarding Bowers Rd. project grant.

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February 15 Replaced salt spreader auger bearings on both Freightliner Trks # 4 and 7. Removed old mulch and debris from Route 73 side of administration building and placed 3 yards of river rock. Placed an additional 2 yards of river rock around Northern Berks Police sign with weed barrier. Manually operated auto flusher on Adams Rd. for MJ Reider water sampling. Cleared all current PA One Calls.

February 16 Rented 45 foot towable lift to cut and chip overhanging tree limbs on Ontelaunee Drive between Ashley Way and Kindt Corner Rd. and also Katylyn Lane. 2 truck loads of wood chips to Berks Soil and Stone.

February 17 Inspected and cleaned chainsaws. Dumped recreation area trash. Heated, removed, and or replaced grease fittings on all dump bodies for lubrication preventive maintenance program.

February 20 Weekly hydrant flushing routine. Returned mowers to the sheds at the recreation areas. Used lawn tractor to drag harrow and drag mat ballfield. Cut and removed stump of pine tree @ corner of police office then filled divot with topsoil. Water sealed both trailer wood floors.

February 21 Spread 8 yards of millings on the 250 foot unpaved portion of Canal St. Cut and chipped overhanging tree limbs on the Bowers Rd. bridge and changed out sign posts and signs for same. Swept leaves from bridge deck. Cut and chipped deadfall on Willow Creek Rd. beneath railroad bridge. Cleaned debris from storm drains. Wood chips to Berks Soil and Stone. Brute boom mower cut shoulders of Kerns Rd. Manually operated Adams Rd. auto flusher for M.J. Reider water sample technician. Attended meeting with RAWA watershed manager regarding Bowers Rd. improvements.

February 22 PA One Call training with Berks area representative and whole township team. Responded to generator issue (stuck transfer switch) @ Pump Station #6 on Willow Creek Rd. after power outage. Removed rubber ball from wet well during pump down procedure. Photo documented and collected data to advertise surplus small engine equipment for sale. Disposed of hardened latex paint. Removed snowblower attachment from Kubota "F" series tractor and installed rotary broom.

February 23 Rebuilt fire hydrant upper assembly @ 37 Verdun Drive. Completed paperwork and mailed to American Flow Control for labor allowance reimbursement. Installed (2) water meters in McIntosh new construction. Swept concrete medians @ Ashley Way and Pottsville Pike intersection with rotary broom and hauled away spoil. Removed Kubota "F" series tractor flat tire for repair.

February 24 Reinstalled "F" series tractor after tube replacement @ Kantner Tire and adjusted rotary broom mounting on same. Compressed air fittings acquired @ Kuzan's True Value. Emptied park trash. LB Water supplied water distribution parts for stock and returned replaced hydrant parts to American Flow Control via UPS for examination. Continued mulching the perimeter of the township building. (3 Yards)

February 27 Payroll. Weekly hydrant flushing routine. Documented temporary road repair @ 273R Gernants Church Rd. Swept bridge deck on Willow Creek Rd. Installed plows and tested operation in preparation for winter event. Installed valve box riser @ 37 Verdun Drive. Spread 6 yards of mulch around emergency generator landscaped area @ township building.

February 28 Spot check roads for slushy and icy conditions. Relamped light fixtures in exterior Northern Berks Police sign. Installed recessed tie downs in wood deck landscaping trailer for equipment

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transport. Monthly water meter reading route with truck mounted equipment. Washed and lubed trucks after winter event. Exchanged oxygen and acetylene tanks for torch set @ Linde-Reading after establishing an account.

Mr. Schmehl thanked Daryl and his crew for installing the speed limit signs on Berkley Road. The speeding has diminished.

Mr. Hadden stated that he checked the two fire hydrants that were repaired and painted and they look good.

Discussion was held regarding listing a truck on Municibid. A motion was made by Gary Hadden and seconded by Josh Steingraber to list the 2021 GMC 6500 HD with plow and spreader on Municibid with a reserve bid of \$100,000. It will be listed for a period of 3 weeks. Vote 3:0

Discussion was held regarding the backhoe. This was tabled until next meeting until we know the results of the sale of the 2021 GMC,

Engineers Report February 2023

Subdivisions and Land Development Projects

1. McIntosh Farms (16 Lots on Adams Road)

The developer and their consultant were advised of the need to provide revised as-built plans, install a street light at the intersection of Rome Drive and Adams Road, install two lights between Gernants Church Road and Sunglo Drive, complete pavement markings and provide an 18-month Maintenance Bond prior to release of the remaining project escrow.

Forino staff provided ARRO and the Township information regarding the street light that are not functioning for this and other Forino developments as well as those remaining to be installed.

2. McIntosh Farms II

ARRO staff and Forino representatives conducted an on-site review of Phase III street lights versus ordinance and plan requirements. Forino is now/was aware of the spacing and placement required for the street lights.

3. Reitnouer Land Development Plan

ARRO is providing on-site RPR services for improvement installation.

4. Crow Holdings Land Development (CHI)

ARRO is providing periodic on-site RPR services for improvement installation.

A revised SR 0073 Corridor TIS was provided by the developer's consultant. The TIS will be reviewed and comments provided to all parties.

5. McGrew Dealership (Bobcat)

ARRO reviewed the status of the sinkhole repair in the stormwater pond and noted the pond is infiltrating. The developer and their consultant are working with the BCD to address this item.

6. Epting Tract Subdivision

A revised preliminary plan was received and will be reviewed at the Ontelaunee Township Planning Commission meeting to be held March 16, 2023.

As a result of the public meeting held jointly with the Borough of Leesport to review the Traffic Impact Study a recommendation regarding retaining a traffic consultant to provide comments on the PennDOT Scoping Form is on the agenda.

7. Brasler Development (East Huller Lane)

Photos of the icing of stormwater on East Huller Lane taken by the Ontelaunee Township Road Foreman were forwarded to the parcel owner. No additional comments were received from the parcel owner. The pond Corrective Action Plan remains to be completed, weather permitting.

The following subdivision/land development plans remain active (*Items #8 through #10*); however, there is no activity since our last report.

8. Willow Creek Farms (Gaspari Tract)

ARRO provided Attorney McGovern's office comments regarding the revisions to an agreement between Maiden creek Township Authority and Ontelaunee Township regarding the Gaspari Tract connection location and methodology for the sanitary sewer for the project.

9. St. Luke's Land Development

Preliminary/Final Plan conditional approval was granted by the Supervisors at their meeting held October 6, 2022. Condition is addressing comments contained in ARRO's review correspondence dated September 14, 2022.

Attorney Magovern has prepared a sewer capacity agreement for the project. A "will-serve" correspondence and the final Sewer Capacity Agreement was forwarded to the developer's consultant.

10. Five Star International

The final plan was conditionally approved at the February 7, 2019 Supervisors meeting. A final conditions review correspondence was provided to the developer and their consultant on July 17, 2019. ARRO has recently received inquiries regarding the status of the plans and agreements pertaining to the project.

11. General Engineering

a. TASA Project (MS4 PRP Implementation)

1. A PennDOT approved appraiser, Douglas Haring, was engaged to conduct the required audits for the project. A site review was conducted by Mr. Haring on February 7th with the appraisals being completed thirty days from the site review.
 2. A review of the appraisals completed by Douglas Haring is required pursuant to PennDOT standards. There is a recommendation regarding engaging a review appraiser on the agenda.
- b. The following Road Opening Permit applications were received.
- i. Comcast Cable – Ida Red Drive for the installation of a power supply cabinet. Escrow and permit fees have been received and the permit will be issued.
 - ii. UGI – 273R Gernants Church Road for the installation of a gas service. Escrow and permit fees have been received and the permit will be issued.
 - iii. William Geroni – 273R Gernants Church Road for the installation of sewer and water service lines. Escrow and permit fees have been received and the permit was issued.
- c. Preparation of the MS4 renewal application has commenced. The current permit, issued October 1, 2018, expires on September 30, 2023.
- d. The Zoning map was revised to include individual parcel lines. The alignment/correction of features (roads, railroads, etc.) were completed and provided to the Township and Zoning Officer for review.
- e. ARRO requested quotes from surveyors to perform field survey for the Bowers Road Realignment and Phase I and II of Dirt and Gravel Road Project. On behalf of Ontelaunee Township ARRO engaged Brinkash and Associates to conduct the survey at a cost of \$8,700.00.
- The required grant pre-application site visit with the Berks Conservation District was conducted. A Dirt and Gravel Road Program application for Phase I is being prepared for submittal prior to the April 1st deadline.
- f. Stormwater management submissions were received and reviewed and inquiries regarding stormwater management requirements were fielded by ARRO personnel.

12. Water System Engineering & Reporting

- a. The Well Head Protection Overlay District Map Exhibit B was revised to include individual parcel lines.
- b. ARRO is continuing revisions and additions to the water system portion of the Ontelaunee Township Rules and Regulations, both text and standard details. It is anticipated that the revisions will be presented in 2023 for review and potential adoption by the Board of Supervisors.

13. Sanitary Sewer System Engineering

- a. PS #7 Force Main and PS Upgrade and Modernization Project

No additional information to report.

- b. ARRO reviewed the Envirep Pump Station Maintenance Report recommendation and operations personnel reviewed existing on-hand parts.

Envirep will inventory and evaluate on-site spare pump parts for PS #4 and PS #7 during their next routine maintenance this summer. Following their review of the spare parts we can determine what will be needed to address the issues noted in the maintenance report.

- c. Discussions were held regarding the potential discharge of chlorinated pool water to the Ontelaunee Township sanitary sewer facilities by the Schuylkill Valley School District (SVSD). As the wastewater treatment provider for Ontelaunee Township the Leesport Borough Authority was also contacted regarding their require parameters for such a discharge. The results of these discussions were provided to representatives of the Schuylkill Valley School District by Township staff.

- d. Tributary Chapter 94 reports for discharges to the Leesport Borough Authority and Maiden creek Township Authority facilities are being prepared for submission to the respective authorities.

- e. ARRO is continuing revisions and additions to the sanitary sewer system portion of the Ontelaunee Township Rules and Regulations, both text and standard details. It is anticipated that the revisions will be presented in 2023 for review and potential adoption by the Board of Supervisors.

14. Sanitary Sewer Operations

- a. Services/activities were conducted as identified under the Routine Operations scope of services outline in the Professional Services Agreement between Ontelaunee Township and ARRO.

- b. Operations personnel responded to a loss of power and generator start up failure at PS #6 on 2/22/2023.

Emergency Power Systems are scheduled to be on site March 7th to evaluate/repair PS #6 power transfer switch.

Regarding East Huller Lane and the water entering the roadway, it appears that there may be a problem on the left side of the pump station road where there is a possible stormwater basin that was never there before and could be the reason the road is getting the water. Mr. Hadden asked Mr. McMullen to check this out. Mr. McMullen stated that Brasler has an action plan to figure out what is wrong with the retention ponds as they are holding water and they should not be. This may be part of the plan.

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve a proposal from Indian Valley Appraisal Company to review appraisals on the TSA project at a cost of \$2,400.00. Vote 3:0

WATER DEPT.: February report was submitted

MS4: nothing to report

SOLICITOR :

A motion was made by Gary Hadden and seconded by Josh Steingraber to approve the Bowers Road agreement with RAWA for the relocation of Bowers Road off of Route 73, contingent upon receiving the signed agreement. The Township is applying for a grant through the Berks County Conservation District for the Dirt, Gravel and Low Volume road program. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to ratify authorizing the solicitor to advertise a joint special meeting to be held with Leesport Borough on March 15 @ 5:45 p.m. regarding the Joint Comprehensive Plan. Vote 3:0

CODE ENFORCEMENT – January report

EMA COORDINATOR – nothing to report

POLICE COMMISSION – Mr. Hadden stated that he and Chief Keiser attended the SV School District Board meeting and the Board has authorized the use of the school grounds for National Night Out on August 1, 2023.

PLANNING COMMISSION – meeting was cancelled

EXPENDITURES

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve expenditures for the month of January in the amount of \$405,599.22. Vote 3:0

General	\$291,331.43
Water	\$ 81,670.95
Sewer	\$ 32,596.84

BILLS LIST FOR FEBRUARY 2023

21st Century Media - Philly Cluster	67.94
A & W Mower Repair	577.49
Advanced Auto Parts	68.98
ARRO Consulting, Inc.	29,092.96
Bachman's Roofing	4,360.00
Berks Co. Solid Waste Authority	250
BERKS COUNTY TREASURER	442.42
Berman Freightliner	129,267.93

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Brett Potts	652.87
Capital Blue Cross	2,282.10
Cardmember Service	2,056.19
COUNTY PLUMBING & ELECTRIC	154.91
Delaware Valley Regional Finance Authori	2,347.20
E.M.KUTZ, INC.	78.35
Elite Fuel Service, LLC	5,316.43
Envirep Inc	6,507.34
Exeter Supply Co, Inc	1,295.00
Fastener Place	12.18
Grainger	55.12
H. A. Thomson Co.	1,859.00
Hartman Valeriano Magovern & Lutz P.C.	5,422.00
J.P.Mascaro & Sons	883.15
JB Environmental Services LLC	205
KANTNERS TIRE SERVICE, INC.	37
Kraft Municipal Group Inc.	17,989.21
KUZANS HARDWARE	14.67
LB Water Service, Inc.	4,818.48
Leesport Borough Authority	49,530.44
Liberty Environmental	971.42
LIFT, Inc.	1,015.12
M.J. Reider Associates Inc	344.85
Maidencreek Township Authority	17,128.56
MET ED	2,325.90
Met Ed	5,849.47
Nationwide	400
Nester's Sanitation Inc.	195
NORTHERN BERKS REGIONAL POLICE DEPT.	85,107.04
PA Townships Health Insurance	157.96
Partnership for the Delaware Estuary	332.56
Pitney Bowes	806.5
Reading Area Water Authority	23,199.83
Reading Office Maintenance	190
Rhoads Energy Corporation	454.44
Schultz Technology Solutions	131
Stoney Creek Rentals	701.51
VERIZON	42.11
W. B. Mason Co. Inc.	362.93
WB Mason	101.64
Wex Bank	137.02
TOTAL	405,599.22

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General	291,331.43
Water	32,596.84
Sewer	81,670.95

OLD BUSINESS:

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by Josh Steingraber to contract with Traffic Planning and Design from Pottstown to review the scoping application for the Epting Tract and offer comments on behalf of Leesport and Ontelaunee. This contract would also involve TPD reviewing any new traffic study that results from the scoping proposal. Vote 3:0

A motion was made by Josh Steingraber and seconded by Gary Hadden to approve the inter-municipal agreement with Maidencreek Township. This agreement has been executed by both municipalities. Vote 3:0

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to contact Bachman Roofing to have them check the roof for a leak above the meeting room. Could this be something that occurred from the other leak that was fixed and ask for a proposal to repair. Vote 3:0

Discussion to be held regarding a proposal of rezoning land currently owned by Walter Pohl and the proposal of building a warehouse on the land. The Board members met with the developer at worksession to hear their proposal for rezoning land along Rt. 61 north of the McIntosh development. After discussion a motion was made by Josh Steingraber and seconded by Rudy Schmehl to correspond with the developer that the supervisors are not interested in rezoning this property at the present time. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to have the supervisor's document the following terms for the Elected Auditor to align with the ballot per the County of Berks:

Current 6 year term held by Charles Grebloski – term expires 12/31/2023

Current 4 year term held by Janell Weller – term expires 12/31/2027

Current 2 year term held by Jaclyn Smith – term expires 12/31/2025

Vote 3:0

UPCOMING MEETINGS/INFO:

March 13 – 6 p.m. – NBRPD Commission meeting

March 16 – 7 p.m. – Planning Commission

April 6– 7 p.m. – Supervisors meeting

An Executive Session was held immediately following the regular meeting to discuss real estate issues.

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ADJOURNMENT

A motion was made by Gary Hadden and seconded by Josh Steingraber to adjourn the monthly meeting at 7:55 p.m. Vote 3:0

Respectfully

Kim Y. Berger
Secretary