

May 4, 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: Chris Hartman, Solicitor  
Bill McMullen, Engineer  
Kim Y. Berger, Secretary

Visitors- Jason Ulrich (Attorney for Las Cabanas), Yakarina Bacenct (Attorney for Las Cabanas), Abdiel Frescoso, Leonard Lichty (consultant for Las Cabanas), Sonia Quintero, Rogelio Chavoya, Kelly Burdick, Kenny Quell and Daryl Faust

A motion was made by Gary Hadden and seconded by Rudy Schmehl to amend the agenda to include discussion of a GIS proposal from Arro Consulting. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to approve the minutes from the April 6, 2023 special meeting. Vote 3:0

**POLICE DEPARTMENT** – No report was submitted

**FIRE DEPARTMENT** – March and April Report was submitted – Mr. Quell was asked about the fire hydrants at the Schuylkill Valley School District if they are the schools and do they work. Mr. Quell stated they are the schools and as far as he knows they work.

### **BUSINESS FROM FLOOR**

Tyler Ernst was on the agenda to speak, but was not in attendance.

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

Real Estate Taxes -	\$341,690.87
Real Estate Interims -	\$ 653.48
Street Light Tax -	\$ 4,851.00

### **April 2023 Public Works and Water Report**

April 3 Weekly hydrant flushing routine. Groomed Park ballfield. Mowed shoulder area of Ashley Way intersecting with Peach St. and Cherry St. (North Pointe). Counted catch basins in Harvest subdivision that require storm drain marking medallions (66). Photo documented chip seal failure @ Ashley Way and Redners Way intersection. Mowed and weedeated around township building. Dispatched by police department for water leak on Ida Red Drive. (Stuck auto flusher valve)

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April 4 Attended PennDot LTAP temporary traffic control workshop for updates @ the Berks County Agricultural Center and all full-time staff received a certificate of completion. Inventoried road mowing signs and ordered new signage to comply with current regulations regarding use of a shadow vehicle during road encroachment.

April 5 Met with Martin Geisinger regarding quote for township administration entrance stone façade capstone replacement. Swept loose stone on Ashley Way and Pottsville Pike intersection and installed object marker sign on concrete median. Dispersed collected aggregate on Bowers Rd. Posted (2) water service termination notices on Nantucket Drive. Received and installed custom mowing ahead sign on mobile frame for shadow vehicle use. Contacted Two Guys Plumbing for quote to install safety shower in township garage. Contacted Borough of Hamburg for quote to rent a street sweeper.

April 6 replaced broken cotter pin in Holmes landscape trailer jack pinion gear. Loaded Exmark mower and equipment to mow Bewley Lane retention pond and clean out concrete swale at its base. Used spoil to fill small sinkholes in the grass bottom. Spread one yard of screened topsoil to top dress and seed sparse area @ police office. Marked PA One calls on Sunglo. Returned Trk#7 to garage after transmission cooling line/radiator replacement @ Penn Power.

April 7 Good Friday- Holiday

April 10 Payroll. Weekly hydrant flushing routine. PA Department of Labor and Industry inspected township building heating boiler units for 2-year operation certificate. Installed four new construction water meters in McIntosh subdivision. Groomed Park ballfield. Collected Park trash. Installed strobe light on John Deere 6130R tractor. Picked up trash around township recycling dumpsters and neighboring propagation area. Responded to 37 N. Calais for sewage backup. (Kline's Services jetted lateral from trap to sanitary main.)

April 11 Hot patched Berkley Rd. and Snyder Rd. intersection with 9.5mm super pave. Hot patched Berkley Rd. in front of RAWA centrifuge building. Rented 36" asphalt roller from Stoney Creek Rentals and returned same day. Removed tar from all tools, wheelbarrow, and truck. Removed traffic cone taper from Berkley Rd after patch cured.

April 12 Met with Maiden creek Twp. regarding shoulder mowing schedule. Rewired auto flusher controller @ Ida Red Drive to run manually for M.J. Reider water sampling lab tests. Initial meeting with Two Guys Plumbing for installation quote of safety shower in township garage. Martin Geisinger Masonry began removal of deteriorating capstones on stone façade @ township building entrance. Stored conduit and wire for playground light pole project. Replaced object marker (right) on Gernants Church Rd. Continued fire hydrant painting in Willow Glen subdivision.

April 13 Attended Berks County Public Works Association meeting @ Oley Fairgrounds with guest speakers from PA State Police Motor Carrier Enforcement to discuss commercial driving rules and regulations and safety with full-time staff. Mowed and string trimmed around township building and North Pointe area. Completed fire hydrant painting in Willow Glen. Replaced relay for electric air compressor to repair air ride seat in Trk#3. Changed engine oil and filter in John Deere 6130R tractor along with air filters for preventive maintenance. Replaced Trk#4 tail light bulbs.

April 14 cleared all current PA One Calls. Painted fire hydrants on W. Huller Lane. Mowed recreation areas. Litter cleanup on E. Huller Lane (mattress, tires on wheels, TV).

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April 17 Semi-annual hydrant flushing routine began in Willow Glen subdivision. Mowed and trimmed lift station #6. Trimmed #1, #2, and #3 lift stations. Mowed Hannibal Lane.

April 18 Continued semi-annual hydrant flushing routine. Completed Willow Glen and North Willow Glen subdivision hydrants. Manually operated Ida Red Drive auto flusher for M.J. Reider water sample technician. Replaced fuel tank pickup grommet on John Deere EZ Trak mower. Adjusted seat switch on 72" Exmark zero turn mower to diagnose "no start" condition.

April 19 Completed semi-annual hydrant flushing routine in the Harvest subdivision. Attended UPM sponsored paving material training @ Cabela's. Chiseled hydrant valve boxes open on Adams Rd. to make repairs to hydrants as documented during flushing routine. Ordered parts for same. Grand totaled amount of potable water gallons flushed.

April 20 Installed 12 inch bucket on borrowed backhoe. Charged batteries on Trk#3. Replaced (2) string trimmer bump knobs. Boom mowed Willow Creek Rd., Snyder Rd., and township owned section of Ontelaunee Drive with accompanying shadow vehicle. Marked 14 Bisbee Drive water and sewer services and cleared remaining current PA One Calls through the "811" system.

April 21 Removed and replaced Trk#3 batteries. Marked 292 Gernants Church Rd. water and sewer services for PA One Call. Boom mowed Wileys Rd. and Ontelaunee Drive. Reviewed shoulder mowing schedule with public works team including safety briefing (tailgate talk) for mowing operation. Payroll.

April 24 Weekly hydrant flushing routine. Arro GIS representative conducted Esri training. Picked up trash bags of litter from Earth Day cleanup. Drag harrowed ballfield. Collected trash in the park. Mowed Lift Station #6. Began outfall inspections on Willow Creek Rd.

April 25 Attended PSATS conference in Hershey, PA. Located remaining outfalls on Willow Creek Rd. and South Riverside Drive for inspection report due this year. Boom mowed Slater Rd.

April 26 Removed all manhole lids on SR 4031 and removed remaining tar to measure and install risers for upcoming PennDot paving project. Ordered 22 manhole risers. Met with RAFA Systems operation manager for SCADA quote. Met with Groff Tractor sales representative regarding delivery date and training on new John Deere backhoe purchase.

April 27 Trenched Recreation Area "A" playground with borrowed backhoe and installed PVC conduit to begin installation of light poles. Restored trench. Removed and dumped spoil offsite. Attended Crownstone open house to demonstrate and price current equipment and rental opportunities.

April 28 Boom mowed Snyder Rd., Berkley Rd., and Loose Lane. Mowed and trimmed township building. Mowed recreation areas. Mowed North Pointe area. Unloaded manhole risers from Exeter Supply delivery. Marked Bowers Rd. for shrub removal. Cleaned clogged township building public restroom sink aerators. Reviewed MS4 training modules with full-time public works team members to satisfy reporting requirements. Dispatched by police to replaced flattened stop sign @ Ontelaunee Drive and Kindt Corner Rd. after regular hours.

Water/Sewer Data

Service termination notices= 2

New construction water meter installs= 4

PA One Calls= 59

Weekly hydrant flushing= 68,100 gallons for dead end residual

Semi-annual hydrant flushing= 426,050 gallons system wide

Sewage backup= 1

**April 2023 Public Works Expenditures**

A.D. Moyer- \$21.80 (4) bags of concrete

A&W Mower Repair- \$129.99 Toro push mower repair

\$58.00 Echo blower repair

\$58.00 Echo string trimmer repair

Advance Auto Parts- \$43.34 strobe light for boom mower

\$11.53 mini auto bulbs Trk#4

\$75.00 case of Scott shop towels

\$18.03 relay Trk#3

\$337.65 (3) batteries Trk#3

\$5.88 battery terminals Trk#3

Bobcat of Reading- \$78.99 spool of string trimmer line

\$29.05 Toro push mower side discharge chute

\$63.98 (2) Echo speed feed string trimmer bump knobs

County Garage Door- \$275.50 Garage Bay #4 service call

Deer Country- \$340.70 John Deere 6130R oil, oil filter, and air filters plus 5 gallon oil bucket

Grainger- \$42.02 fish net (bird net)

\$29.07 roll of steel wool

\$23.88 (2) gasket scrapers

\$92.93 Milwaukee impact socket set

\$45.64 (4) whistles and lanyards for traffic control detail

Kline's Services- \$ 648.38 Emergency sewer lateral jetting service @ 37 N. Calais

Kuzan's True Value- \$11.99 barrel funnel

\$69.99 floor magnet

\$143.96 (2) Rubbermaid 32-gallon trash cans with lids

\$25.78 contact cement with chip brush

Lowe's- \$105.06 (2) gallons of safety red oil base paint

Main Stream- \$192.00 custom "mowing ahead" sign for boom mowing operation with shadow vehicle

Mercer Machine and Hydraulics- \$28.80 (6) hydraulic fitting dust cap plugs for Trk#4

Penn Power- \$5570.21 Trk#7 radiator and transmission cooling line replacement with transmission "wet" service

Stoney Creek Rentals- \$128.38 asphalt roller rental (36 inch drum)

Total Outgo= \$8705.53

Diesel Fuel Consumption= 84.63 gallons

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Gasoline Consumption= 37.43 gallons  
Ethanol Free Gasoline= 24.95 gallons  
John Deere 6130R Diesel Consumption= 26.5 gallons

Supervisor Schmehl thanked Daryl and the crew for all the work they are doing.

A motion was made by Gary Hadden and seconded by Josh Steingraber to contract with the Borough of Hamburg for street sweeping for two days at a cost of \$2,080.00. This would include the sweeper and the operator. This will be an experimental project to see how it works out. Vote 3:0

Discussion was held on sewer lines and responsibility for maintenance/repairs. Mr. McMullen stated he believed that the Rules and Regulations cover the explanations however, he will check into it. Mr. McMullen stated that from the main to the trap is the township's responsibility and from the trap to the house is the property owners responsibility. There are various scenarios that may be different. Mr. Faust stated inquiries for quotes are under way to televise the main and the laterals for each house as a form of preventative maintenance to see if there are any issues. The area where the contractor will start would be in North Willow Glen as that is where the problem was in the last few weeks as well as there were sink holes in the area that had to be repaired.

Mr. Hadden asked if the supervisors were okay with the Public Works crew to assist on the day after National Night Out (August 2) to help clean up after National Night Out. This should only take two to three hours. The other supervisors agreed it would be a good idea.

## **Engineers Report April 2023**

### **Subdivisions and Land Development Projects**

#### **1. McIntosh Farms (16 Lots on Adams Road)**

The developer was advised of the need to provide revised as-built drawings based on recent electrical facility rerouting.

ARRO personnel attended a site meeting regarding the proposed sidewalk extending from Lot 16 to Gernants Church Road.

#### **2. McIntosh Farms II**

The submittal for the street lights provided by the developer was reviewed and approved.

ARRO is providing sidewalk installation observations as requested by the developer.

#### **3. Reitnouer Land Development Plan**

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

The developer's contractor was requested to address guide rail items on Wileys Road.

#### **4. Crow Holdings Land Development (CHI)**

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

The revised TIS was reviewed and comments were provided to all parties. The developer's consultant is developing construction and permitting plans for the improvements.

**5. St. Luke's Land Development**

Chapter 94 consistency information was provided to the developer's consultant for inclusion in the Sewage Facilities Planning Module to be prepared and submitted to the Township for approval.

**6. Epting Tract Subdivision**

Chapter 94 consistency information was provided to the developer's consultant for inclusion in the Sewage Facilities Planning Module to be prepared and submitted to the Township for approval.

The following subdivision/land development plans remain active (*Items #7 through #10*); however, there is no activity since our last report.

**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.*

**8. 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.*

**9. 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.*

**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. URMS (Utility) site of PennDOT was accessed and information is being uploaded.

2. PennDOT is completing environmental documents and when they are completed submit them to the PennDOT environmental unit for approval/clearance.
- d. The Dirt and Gravel Road Program application for Phase I in the amount of \$99,234.00 was funded by the Berks Conservation District. ARRO will proceed with the design and permitting for the proposed improvements. There is an authorization for the preparation of new and extinguishing existing right-of-way for a portion of Bowers Road on the agenda.
- e. Photos of the intersection of Redners Way and Ashley Way that experienced oil bleeding through the aggregate following the 2022 Road Project was forwarded to Martin Paving, Inc. Martin Paving, Inc. responded that they are willing to conduct another oil and chip application at the intersection. We believe this may resolve the issue for a period of time but once hot weather occurs we anticipate the oil bleeding will once again occur. I would propose to contact another company to discuss potential applications that were applied to other areas in the Township for oil bleeding that Martin Paving, Inc. does not offer.
- f. We are working with Attorney Magovern's office to provide information to an appraiser for a taking filed by the previous Township Solicitor for a section along Adams Road.
- g. Stormwater management submissions were received and reviewed and inquiries regarding stormwater management requirements were fielded by ARRO personnel.

**12. Water System Engineering & Reporting**

- a. 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

The project work resumed and is currently occurring at PS #7. The PS #7 force main replacement is scheduled to occur the week of May 8<sup>th</sup>.

There is a recommendation for a Change Order #1 on the meeting agenda. Please note that this Change Order will be number 2 due to the previous time extension Change Order being granted. The change order is necessary due to concrete encasement of the force mains exiting the facilities that necessitated concrete removal or rerouting of the standpipe locations. The change order pertains to work for PS #1 through 3. Anticipate additional change orders for PS #7 due to the electric service conduit location.

A recommendation for contractor Application for Payment #001 is listed on the meeting agenda.

- b. ARRO reviewed and responded to the request of a consultant for the La Quintas parcel for connect to public sewer. Public sewer is not practically available for the site and it

was recommended they contact the Township Sewage Enforcement Officer to pursue on-lot sewage disposal options.

- c. We communicated with Township staff regarding a blockage in the sewer lateral servicing 37 North Calais.
- d. 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.

**4. 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.

A contract extension for sewer system operations was provided to the Township under separate cover. A recommendation regarding the extension is listed on the agenda.

- b. Envirep was contacted to service a seized pump at PS #1.
- c. Operations personnel responded/cleared the following alarms:
  - i. April 14<sup>th</sup> – High level alarm
  - ii. April 26<sup>th</sup> – Phase (power) failure alarm

A motion was made by Gary Hadden and seconded by Josh Steingraber to approve the pay application #1 for the Pump Station Upgrade Project to Blooming Glen Contractors in the amount of \$50,407.92. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to approve Change Order #2 for the Pump Station Upgrade Project to Blooming Glen Contractors in the amount of \$11,225.83. Vote 3:0

Discussion was held regarding the Bowers Road realignment and the grant the township received from Berks County Conservation District. A motion was made by Gary Hadden and seconded by Josh Steingraber to authorize Arro to prepare the new and extinguishing existing right of way for a portion of Bowers Road and to authorize the solicitor to prepare the agreements for distribution. Vote 3:0

A motion was made by Josh Steingraber and seconded by Gary Hadden to approve Arro's O & M service for May 1, 2023 to May 1, 2024 at the same rate as last year which is \$4,320.00 Vote 3:0

**MS4: Nothing to report – Arro's report covered the information**

**SOLICITOR :**

Public Hearing was held starting at 7:45 p.m. to discuss the Application of QLCG Entertainment LTD for the inter-municipal transfer of Restaurant Liquor License.



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Jason Ulrich, attorney for the applicant asked the applicant various questions.

Attorney Ulrich granted the waiver that the decision be made within 45 days of the submission of the application per 47 PS Section 4-461(b.3).

As a follow up the solicitor stated that as part of the liquor law transfer the applicant must abide to all the zoning and building codes.

The supervisors agreed to accept Exhibits A-E into the record.

The public hearing closed at 8 p.m.

A motion was made by Gary Hadden and seconded by Josh Steingraber to approve Resolution #2023-5 approving the inter-municipal transfer of a restaurant liquor license for the property at 91A Bowers Road. Vote 2:0

A motion was made by Josh Steingraber and seconded by Gary Hadden to approve Ordinance #2023-2 repealing the amusement tax ordinance. Vote 3:0

Solicitor Hartman informed the supervisors that Berks County is cleaning out their old condemnation records. This is affecting all the townships and boroughs in Berks County. That being said, the township has a condemnation record involving the Adams Family and Adams Road where the property was condemned for additional street right of way. However the Adams family was not compensated for the condemnation and the condemnation was never filed. Therefore the township would have to have the area appraised for the additional right of way line. This will involve an offer being given to the Adams Family.

A motion was made by Gary Hadden and seconded by Josh Steingraber authorizing the solicitor to have the property appraised and move forward with computing the amount that the Adams Family would be compensated. Vote 3:0

**CODE ENFORCEMENT** – no report was submitted.

**EMA COORDINATOR** – working on updating the EMA plan

**POLICE COMMISSION** – Mr. Hadden stated that contract negotiations will be starting this month National Night Out will be held at the SV High School on August 1, 2023.

**PLANNING COMMISSION** – no meeting was held.

## **EXPENDITURES**

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve expenditures for the month of April in the amount of \$407,316.49. Vote 3:0

General	\$351,021.61
Water	\$ 9,614.14

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Sewer \$ 16,680.73

BILLS PAID - APRIL 2023

21st Century Media - Philly Cluster	414.34
A & W Mower Repair	245.99
A. D. Moyer Lumber	21.80
Advanced Auto Parts	217.14
Alarm Tech Suppression	227.00
ARRO Consulting, Inc.	35,646.24
Berks Soil & Stone	32.00
Borough of Leesport	2,646.07
Capital Blue Cross	2,433.10
Cardmember Service	1,324.10
Comfort Pro, Inc	744.62
Commonwealth of PA	60.00
County Garage Door	275.50
Crownstone Equipment	172.02
Curtis Power Solution	1,128.50
Deer Country Farm & Lawn Inc.	340.70
Delaware Valley Regional Finance	2,347.20
Envirep Inc	455.00
Exeter Supply Co, Inc	1,059.63
Gary S. Hadden	239.73
Grainger	233.54
H. A. Thomson Co.	1,103.00
Hartman Valeriano Magovern & Lutz P.C.	2,798.00
Indian Valley Appraisall Company	2,400.00
J.C.EHRLICH	4,774.20
J.P.Mascaro & Sons	883.15
JB Environmental Services LLC	315.00
KIM BERGER	74.67
Kline's Services	648.38
Kraft Municipal Group Inc.	19,157.23
KUZANS HARDWARE	671.18
LB Water Service, Inc.	411.30
Leesport Borough Authority	2,498.62
M.J. Reider Associates Inc	584.85
Martin Geisinger	2,150.00
Mercer Machine & Hydraulics	28.80
Met Ed	5,052.16
MSII	192.00
Nationwide	2,900.00
Nester's Sanitation Inc.	195.00

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New Enterprise Stone & Lime Co	258.04
NORTHERN BERKS REGIONAL POLICE DEPT.	85,107.04
Penn Power Group	5,570.21
Pitney Bowes	806.50
PSATS UC GROUP TRUST	1,139.82
Reading Area Water Authority	29,058.96
READING EAGLE COMPANY	460.60
Reading Office Maintenance	285.00
Ready Refresh	110.80
Rhoads Energy Corporation	400.47
Rudy Schmehl	78.07
Schultz Technology Solutions	412.99
SOS Business Machines	482.28
Stoney Creek Rentals	128.38
T. M. Bailey Services, LLC	360.00
TELCO, INC.	674.00
Truist Governmental Finance	184,646.99
USA BLUEBOOK	85.27
W. B. Mason Co. Inc.	88.77
Wex Bank	60.54
TOTAL	407,316.49
General	351,021.62
Water	39,614.14
Sewer	16,680.73

**OLD BUSINESS:**

**NEW BUSINESS:**

Mr. Hadden asked Mr. McMullen if they had a person in the firm that would be able to do an analysis of the HVAC system to upgrade the system before it fails.

Mr. McMullen doesn't believe they do however, he can recommend a few consultanting firms to the township to do a facilities assessment.

A motion was made by Gary Hadden and seconded by Josh Steingraber to purchase an Apple iPad (10<sup>th</sup> generation) and a Shockproof case at a cost not to exceed \$800.00. This will be used by the Public Works crew for various jobs as well as line locating utilizing GIS.

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve the GIS proposal from Arro to field verify all existing utilities in the township such as water lines, sewer lines and storm drains

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as well as integrating the Pa One call requests into the GIS account, total not to exceed \$33,400.00  
Vote 3:0

**UPCOMING MEETINGS/INFO:**

May 8 – 6 p.m. – NBRPD Commission meeting  
May 18 – 7 p.m. – Planning Commission - cancelled  
June 1 – 7 p.m. – Supervisors meeting

**ADJOURNMENT**

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to adjourn the monthly meeting at 8:37 p.m. Vote 3:0

Respectfully

Kim Y. Berger  
Secretary