

December 7, 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 Chairman Josh Steingraber in the Ontelaunee Township building, with Board Supervisor Gary Hadden and Rudy Schmehl present.

Additional Meeting Attendees: Elizabeth Magovern, Solicitor
Bill McMullen, Engineer
Kim Y. Berger, Secretary

Visitors- Daryl Faust, Shelly Freeman, Charles Grebloski, Chief Jim Keiser

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

An executive session was held 11/9/23 @ 2 p.m. regarding personnel

FIRE DEPARTMENT – A motion was made by Josh Steingraber and seconded by Rudy Schmehl to approve the October and November report. Vote 3:0

POLICE DEPARTMENT – A motion was made by Rudy Schmehl and seconded by Gary Hadden to approve the October Report . Vote 3:0

BUSINESS FROM FLOOR - Nothing

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

Real Estate Taxes -	\$1,940.59
Real Estate Interims -	\$ 455.48
Street Light Tax -	\$ 0.00

A motion was made by Gary Hadden and seconded by Rudy Schmehl to reimburse William C. Adams Trust for taxes paid in the amount of \$95.26. This is due to a reduction in assessed value per the August 2023 final tax report from Berks County. The taxes had already being paid over to the township. Vote 3:0

November 2023 Public Works Daily Log

November 1 Comprehensive training day with seasonal snowplow operators regarding driving routes, equipment operation and maintenance, and safety. Hands-on demonstrations with actual windshield time. Contacted Martin Exteriors for a written repair proposal for the township building meeting room roof and dormer modification. Obtained professional references and warranty information from Beacon Industrial Supply regarding the potential garage air compressor purchase. Repaired flat tire on the Kraft Municipal Group company vehicle disabled in the township building parking lot.

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November 2 Removed Trk #6 lettering. Collected leaves on the township building grounds. Saw cut and removed the concrete garage floor to install the new shower drain plumbing. Mowed the Park areas. Picked up all the lawn mowers @ the (2) recreation area sheds for winter storage @ the main garage. Investigated a sewage leak @ Lift Station #8 on Margaret St. and marked the utilities for emergency excavation. Located and marked the water service @ 405 Indian Manor Drive for an emergency PA One Call dig notification.

November 3 Dispatched by the Berks County Communications Center for a motor vehicle versus a deer collision on Snyder Rd. Executed the new air compressor quotation with Beacon Industrial Supply. Stopwatch timed the traffic signal @ SR 0061 and SR 0073 intersection during the morning and afternoon school rush (0730 and 1430). Changed oil, oil filters, and blades on the park zero turn mowers. The Public Works Foreman had a half hour conference with Township Supervisor Schmehl.

November 5 Received and cleared an emergency PA One Call ticket for 5589 Allentown Pike via the online ticket management portal. Time 0710.

November 6 Payroll. Weekly hydrant flushing routine. Stacked the chairs in the township meeting room for Election Day setup. Collected leaves @ Lift Station #1 and #3. Collected leaves on the township building grounds and the drainage swale on Indian Manor Drive. Received delivery of water/sewer repair parts from LB Water. The Public Works Foreman met with the Chairman of the Township Board of Supervisors. Responded online to an emergency PA One Call ticket @ 72 Slater Rd. Time 1600.

November 7 Election Day- Holiday

November 8 Purchased LED replacement bulbs from Colonial Electric Supply to revamp the metal halide lighting fixtures (10) in the township garage bays #6 through #10 with a rented scissor lift picked up @ Stoney Creek Rentals. Reset the township meeting room chairs after Election Day. Mowed the Bewley Lane stormwater basin, North Pointe Business Park, and Hannibal Lane. (3) 150-Watt LED bulbs were strategically installed in the township building parking lot as replacements for the current 45-Watt LED streetlight lamps. Removed and replaced the inoperable 208-volt electric wall-hanging heater unit in garage bay #10.

November 9 Met with Arro Consulting resident project representative @ Lift Station #2 to ascertain the force main inflow and discharge pipe diameters crossing the Willow Creek on Berkley Rd. @ Bridge 59C. Pulled manhole lids on the sewage force main and the RAWA potable water main. Recorded final water meter reading @ 22 Bisbee. Investigated water surfacing on Wingco Lane. Installed a new battery on the 60"-inch cut ExMark. Stephenson Equipment finished the Tiger Brute rotary mower repair.

November 10 Removed and disposed of a roadkill deer that was on the township building grounds. Boom mowed and string trimmed the Berkley Rd. bridge guide rail. Boom mowed the wood line of the park areas. Collected the park trash. Hauled scrap metal to Pollock-Reading.

November 13 Weekly hydrant flushing routine. Posted (2) water service termination notices. Blew leaves from the roadway on Birch Hill Rd. and Bowers Rd. Picked up discarded television on E. Huller Lane. Collected leaves on the township building grounds and hauled to Berks Soil and Stone.

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November 14 Responded to and cleared an emergency PA One Call ticket @ 5 Oesterling Drive. Collected water meter data manually and photo documented @ 619 Snyder Rd. and 81 W. Huller Lane meter pit locations. Supplied traffic control for the Arro GIS data collection specialist to update the map of utility features. Contacted Exeter Supply for an 8" Master Meter water meter interpreter register solution for Brenntag Northeast.

November 15 Replaced (2) damaged signposts on Mohrsville Rd. Marked 429 Indian Manor Drive water service. Continued with a traffic control detail for Arro Consulting.

November 16 Assisted Maiden Creek Township with (1) crew man @ 5 hours. Rented a personal lift from Stoney Creek Rentals and began converting the township meeting room lighting fixtures to 15-watt LED after removal of the old fluorescent ballasts.

November 17 Completed the township building meeting room lighting and returned the rented lift. Cut overhanging tree limbs on Berkley Park Rd. Replaced bent signpost under SR 222 on Willow Creek Rd.

November 20 Payroll. Weekly hydrant flushing routine. Assisted Maiden Creek Township with (1) crew man @ 8 hours. Met with Exeter Supply and Mueller representatives regarding problems with the water meter coil pit check valves. Installed a warehouse mirror in the township administration building foyer. Collected leaves on the township building grounds.

November 21 Finished collecting leaves on the township building grounds and hauled debris to Berks Soil and Stone. Cleared leaves @ Lift Stations #1 and #3. Loaded manhole risers for a PennDOT crew. Loaded traffic control devices and other tools to aid the installation of same. Reviewed an online tutorial video (PA DEP) regarding water service line inventory.

November 22 Installed a key cabinet in the administration office with ordered toggle bolts. Installed manhole risers with a PennDOT crew on SR 4031. Received a new Champion VR5-8 air compressor via tractor trailer delivery.

November 23 Thanksgiving Day- Holiday

November 24 Black Friday- Holiday

November 27 Weekly hydrant flushing routine. Tabulated monthly unaccounted for water usage due to hydrant flushing to maintain a disinfectant residual. Investigated reported motor vehicle accident damage @ the Bowers Rd. and Wiley's Rd. intersection. Collected leaves on the township building grounds. Conversation via phone with the township engineer regarding Bewley Lane and Gernant's Church Rd. liquid fuels allotment for the 2024 paving bid.

November 28 Collected leaves in the park areas with the zero-turn mower bagging system. Hauled the debris to Berks Soil and Stone. Researched a PA DEP application for a township laboratory identification number required by M.J. Reider. Forwarded the uninterrupted water system service plan to Arro Consulting for updating along with other operations manual changes for 2024. Reviewed old Spotts, Stevens, and McCoy records (2002) for a compilation of water distribution system component material specifications. Met with the Arro Consulting GIS data collection specialist regarding township

infrastructure areas in need of further feature collection. Responded to “down tree” call on Willow Creek Rd.

November 29 Acquired a final water meter reading @ 30 N. Calais Drive for real estate transaction. Continued LED lighting conversion in the township building including the Northern Berks Regional Police Department interior rooms.

November 30 Finished 15-watt LED replacements in the township building. Ordered 17-watt U-shaped LED bulbs for replacement of two-foot fluorescent tubes in troffer light fixtures. Monthly water meter reading routine. Reviewed the township water distribution system comprehensive plan for correction and/or addition. Completed monthly public works reports. Collected leaves around the township building. Marked emergency PA ONE CALL @ 63, 64, 67, 68, and 71 Sunglo Drive for Met-Ed.

Water/Sewer Data:

PA One Call tickets including (6) emergency notifications= 20

Water service termination notices= 2

Water meter manual readings= 3

November 2023 Public Works Expenditures

Advance Auto Parts- mini auto bulb (2) pack- \$5.94

Advance Auto Parts- (22) quarts of 20W50 Motor Oil- \$77.00

Advance Auto Parts- lawn/garden battery- \$18.13

Colonial Electric Supply- (50) 15-watt T8 bulbs for meeting room- \$535.00

Colonial Electric Supply- (10) 45-watt LED bulbs for garage- \$833.50

Deer Country- 6130 R- 1000-hour service- \$1637.85

Grainger- (2) pc. inspection mirror kit- \$34.42

Grainger- (6) pc. inspection kit- \$34.48

Grainger- faucet key- \$6.39

Grainger- curb box wrench- \$26.63

Grainger- 208-volt electric heater- \$1019.02

Grainger- (1) box of toggle bolts- \$13.84

Highland Truck Repair- Trk #6 PTO pump- \$2686.79

Keystone Graphix- (2) 4XL safety yellow crewneck sweatshirts- \$50.00

Keystone Graphix- (6) vinyl decals applied to trucks- \$720.00

Kuzan's True Value- stud finder- \$40.99

Kuzan's True Value- (2) Kohler engine oil filters- \$44.98

LB Water Service- (2) water meter pit pentagon hand keys- \$92.24

LB Water Service- ¾" brass couplings and 6" and 8" SDR couplings- \$651.34

Lift, Inc.- Stihl chain saw personal protection kit- \$159.99

Miller Municipal Supply- (2) red flagger safety flags- \$31.80

New Enterprise Stone- 1.18 ton of R-4 RIP RAP- \$19.47

Septic Solutions- Lift Station #8, #7, #4 wet well skimming- \$751.00

Stoney Creek Rentals- scissor lift rental- \$163.35

Stoney Creek Rentals- personal lift rental- \$87.12

Summit Valley Outdoor Solutions- Lift Station #8 excavation and repair- \$4968.09

W.G. Malden- annual metering calibration @ Lift Stations #4, #6, #7, and Cambridge Lee- \$400.00

Total outgo= \$15,109.36

Fuel Consumption:

Ethanol free gasoline= 17.25 gallons

Regular unleaded gasoline= 10.45 gallons

Diesel= 92.22 gallons

John Deere 320P backhoe= 17.53 gallons

Discussion was held regarding the parking lot of the township building, much brighter and very nice. A motion was made by Gary Hadden and seconded by Rudy Schmehl to replace all the parking lot lights with LED bulbs and photocells at an approximate cost of \$2,200.00. Vote 3:0

A motion was made by Josh Steingraber and seconded by Gary Hadden to accept the resignation of Brian Wenrich, part-time snow plow driver effective immediately. Vote 3:0

Discussion was held regarding the Rt. 61 and 73 stacking issue when the school busses exit the high school. Mr. Faust stated that he had also spoken to Det. Sgt. Wood regarding this issue. The light is working correctly, even if it does take 3 to 4 cycles until all the busses are out. This is really a school issue and not a township issue. Staggering the release of the busses was discussed with the school district.

Discussion was held regarding painting the curbs yellow in front of the fire hydrants in the developments of the township. This is a maintenance problem after the initial painting and it was decided to let things go at this point.

Engineers Report November 2023

Subdivisions and Land Development Projects

1. **McIntosh Farms II**

ARRO provides on-site RPR services for improvement installation (sidewalks) as needed.

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

ARRO comments were provided to Attorney Magovern's office and the agreements were finalized and forwarded to the developer's consultant.

Revised plans meeting the conditions of approval have not been received to date.

3. **Willow Creek Farms (Gaspari Tract)**

A preliminary plan submission was reviewed and tabled by the Ontelaunee Township Planning Commission at their meeting held on September 21, 2023.

A 90-day review period time extension granted by the developer is on the agenda for approval.

4. **Brasler Development (East Huller Lane)**

Stormwater basin modification documents submitted to Berks County Conservation were received for the project. No schedule has been defined for the modifications.

The following subdivision/land development plans remain active (*Item #5 through #8*); however, there has been no activity since our last report.

5. *Epting Tract Subdivision*

The developer has made a formal submission of a Sewage Facilities Planning Module for the project. ARRO's comments provided to the developer's consultant upon submission on or about August 21, 2023 have not changed. Because the addition of the development sewage flows causes a hydraulic overload of PS #7 and select sections of the Leesport Borough Authority (per their May 2022 memo) formal review of the module will not occur until the inconsistencies are resolved.

6. *Crow Holdings Land Development (CHI)*

The conditions of escrow release were provided to the developer's Attorney via e-mail.

7. *Brasler Development (East Huller Lane)*

Attorney Magovern's office forwarded correspondence to the developer regarding water runoff from the site and ponds not dewatering. An update regarding the repairs completed and to be completed was provided via e-mail from the developer's representative.

8. *Reitnouer Land Development Plan*

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

9. **General Engineering**

a. TASA Project (MS4 PRP Implementation) – No Change from Last Report

1. *URMS (Utility) site of PennDOT was accessed and information is being uploaded.*
2. *Constructions plans have been provided to PennDOT for a constructability review.*
3. *PennDOT completed environmental review of the project and submitted them to the PennDOT environmental unit for approval/clearance. Once clearance is received the Township can approach the landowners regarding acquisition of easements.*
4. *Ontelaunee Township appears to now have ECMS access for the project.*

b. A motion is listed on the agenda for approval of Telco's proposal for vacuum excavation to potentially re-establish the broken loop detector at the intersection of SR 0061 and Ashley Way.

c. Bowers Road Project - ARRO prepared a review and response to the PennDOT 3rd review of the HOP application and resubmitted the package. The third submission comments were received from PennDOT and we will resubmit the package. ARRO is

preparing legal descriptions and exhibits of the proposed right-of-way acquisition and abandonment and will forward them to Attorney Magovern. Attorney Magovern can then prepare the necessary documents for the dedication and abandonment actions of the Supervisors and parcel owner.

- d. ARRO prepared paving documents for approval by the PennDOT Municipal Service Representative. PennDOT's review revealed that a portion of the unpaved area on Bewley Lane is in fact in Maidencreek Township and approximately 211' of Gernants Church Road (from Indian Manor Road) is shared with Leesport Borough. We have contacted Leesport Borough regarding a contribution to the project for this portion of the roadway rather than paving only one lane. They indicated a response would be provided mid-December. Daryl has contacted Maidencreek Township to inform them of the proposed portion of unpaved area that would remain after Ontelaunee's project. They are to reach out to Daryl or ARRO regarding their plans. We will hold off resubmitting documents to PennDOT until the week of December 18th.
- e. ARRO finished field data collection efforts for the 2023 GIS-based utility location mapping project (Phase 1) as of Nov 30, 2023. All collected data has been uploaded to the Township's online GIS. In December 2023 ARRO will work with Township staff to finalize Phase 2 (PA One Call Integration with GIS) and Phase 3 (Automated Data Backup Service). ARRO will recommend next steps in order to fill in data gaps/update attribute information for collected data. Additional feature edits and attribute updates to be proposed by ARRO and potentially to be completed under the On-Call GIS Services Phase of the project (Phase IV). ARRO will provide the Township with a cost estimate to complete these efforts for the Township's consideration.
- f. Based on information and agreements ARRO prepared and Attorney Magovern's office reviewed a notice to Sheetz for not being in compliance with the executed Stormwater Maintenance Agreement.

We received a call from a Sheetz representative on December 5th that they intend to conduct work to remove the sediment; however, they requested that the Township inform upstream property owners (specifically but not limited to Berman Freightliner) of their mutual responsibility to maintain the facilities.

Sheetz provided a letter via e-mail this morning refuting the Notice of Violation on several issues. Attorney Magovern was copied on the correspondence for Sheetz.

- g. ARRO provided a review of the Berks Transfer PDEP submission under separate cover. A public hearing regarding the PADEP application for the major permit modification (capacity increase) is being held by PADEP at the Township building on December 13th at 9:00 a.m.
- h. Stormwater management submissions were received and reviewed and inquiries regarding stormwater management requirements were fielded by ARRO personnel.

10. Water System Engineering & Reporting

- a. ARRO staff will accompany Township staff at the PADEP water system inspection scheduled for December 19th at 9:30 a.m.

- b. ARRO inquired to RAWA regarding water meter calibration requirements as presented by the correspondence received from RAWA. A return call has not been received from RAWA.
- c. ARRO staff will be updating/revising the Uninterrupted System Service Plan and Comprehensive Monitoring Plan documents and forms.

11. Sanitary Sewer System Engineering

- a. A motion to approve the payment to Summit Valley Outdoor Solutions for repairs to PS #8 is listed on the agenda.

As part of the repairs to PS #8 Septic Solutions conducted wastewater hauling from the pump station while it was inoperable. Septic Solutions also provided grease removal at PS #4 and PS #7 while they were in the area.

- b. Following an in-stream investigation by RAWA and confirmation by ARRO personnel it was confirmed that one of the two exposed pipes is a 24" water main and the other is an 18" carrier pipe for the Ontelaunee Township force mains (2" and 6").

Liz has been in touch with the RAWA Attorney and ARRO personnel have been in contact with Bill Murray of RAWA. Coordinated efforts for temporary repair and permanent repairs will be further discussed. To date we have not been able to schedule a meeting with RAWA.

Revisions to the emergency permit have been prepared; however, we will not revise or resubmit them to PADEP until we discuss the matter with RAWA.

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

Except for the generators, the project is complete.

A Change Order is on the agenda to address repairs to PS #8 in the amount of \$3,666.35.

A motion for approval of Blooming Glen Contractors Application for Payment #4 in the amount of \$43,831.02 is on the agenda for approval.

- d. ARRO prepared and Attorney Magovern's office reviewed, a Notice of Violation forwarded to Cambridge Lee for exceedance of discharge parameters.

12. Sanitary Sewer Operations

Services/activities were conducted as identified under the Routine Operations scope of services outlined in the Professional Services Ag

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A motion was made by Gary Hadden and seconded by Josh Steingraber to acknowledge a time extension to the developer of the Epting Tract until March 7, 2024. Vote 3:0

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve Change Order #5 of Blooming Glen Contractors in the amount of \$3,666.35 for repairs to PS #8. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to approve Application for Payment #3 of Blooming Glen Contractors in the amount of \$43,831.02. Vote 3:0

A motion was made by Gary Hadden and seconded by Rudy Schmehl to acknowledge a time extension to the Seven Development Group, the developer of the Gasperi Tract until March 21, 2024. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to ratify the payment of \$4,968.09 to Summit Valley Outdoor Solutions for emergency repairs to the pump tank discharge line at Pump station #8. Vote 3:0

MS4: Nothing to report

SOLICITOR :

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve resolution # 2023-19 adopting the hazardous vulnerability assessment and mitigation update as created by Berks County Department of Emergency Services. Vote 3:0

Discussion was held regarding No Parking along Adams Road and No Parking along Ida Red. There was discussion regarding the possibility of changing no parking on both sides to no parking on one side. Mr. Hadden stated that Adams Road appears to be 30' wide and Ida Red 38' wide. Research should be done regarding what the SALDO requires for different size roads. A motion was made by Gary Hadden and seconded by Josh Steingraber to authorize Mr. McMullen to look into the regulations before any action was taken. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to authorize the Solicitor's office to draft a resolution amending the bereavement policy in the employee handbook as follows :

In the event of a death in an employee's immediate family, including the employee's spouse or domestic partner, parents, grandparents, children, stepchildren, grandchildren, brother, sister, or spouse's parents, the employee will be allowed time off with pay for three (3) days provided he/she has completed their probationary period of 120 days of employment with the Township.

For other members of the employee's family such as aunt, uncle, brother-in-law, sister-in-law, daughter-in-law or son-in-law, the employee will allowed time off with pay for one (1) day provided he/she has completed their probationary period of 120 days of employment with the Township.

as well as amending the employee handbook regarding PTO reimbursement policy as follows:

PTO reimbursement :

Payment for unused PTO time remaining at the time an employee leaves employment with the township

must be requested in writing with a maximum reimbursement of 30 days accrued time.

Vote 3:0

CODE ENFORCEMENT – October Report

EMA COORDINATOR – Nothing to report

POLICE COMMISSION – Mr. Hadden stated that the contract with the police department is almost finalized and should be ready for approval at the December commission meeting. One new vehicle has been delivered to the department.

PLANNING COMMISSION – The meeting was cancelled

EXPENDITURES

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve expenditures for the month of November in the amount of \$680,659.12 Vote 3:0

General	\$222,918.70
Water	\$ 37,567.33
Sewer	\$420,173.09

LIST OF BILLS PAID - NOVEMBER 2023

21st Century Media - Philly Cluster	92.87
Advanced Auto Parts	19.58
ARRO Consulting, Inc.	36,073.82
Beacon Industrial Supply, Inc.	4,260.00
Capital Blue Cross	2,361.14
Colonial Electric Supply Company	1,368.50
COMMONWEALTH OF PA	50.00
COUNTY PLUMBING & ELECTRIC	810.42
Crime Alert Berks County	150.00
Curtis Power Solution	3,768.66
Dallas Data Systems, Inc.	15,104.00
Deer Country Farm & Lawn Inc.	1,637.85
Delaware Valley Regional Finance Authori	2,037.60
Dutch Valley Door & Window Co. Inc.	811.75
Elan Financial Services	836.49
Elite Fuel Service, LLC	2,579.21
Exeter Supply Co, Inc	107.00
Grainger	1,208.27
H. A. Thomson Co.	8,853.00
Hartman Valeriano Magovern & Lutz P.C.	4,250.50

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Highland Auto & Truck Repair	2,686.79
J.C.EHRLICH	447.00
J.P.Mascaro & Sons	997.52
Keystone Graphix	770.00
Kraft Municipal Group Inc.	14,757.01
KUZANS HARDWARE	170.34
LB Water Service, Inc.	743.58
Leesport Borough Authority	52,305.66
Liberty Environmental	76.88
LIFT, Inc.	159.99
M.J. Reider Associates Inc	1,679.40
Maidencreek Township Authority	17,128.56
MET ED	1,291.79
Met Ed	7,903.50
MET ED	1,236.12
Miller Municipal Supply LLC	31.80
Nationwide	400.00
Nester's Sanitation Inc.	195.00
New Enterprise Stone & Lime Co	19.47
NORTHERN BERKS REGIONAL POLICE DEPT.	85,107.04
PA Townships Health Insurance	1,236.48
PIRMA	32,984.00
Pitney Bowes	1,082.98
Reading Area Water Authority	29,676.06
Reading Office Maintenance	190.00
Reading Precast	3,281.55
Ready Refresh	35.90
Rhoads Energy Corporation	841.18
Safety On LLC	222.00
Schultz Technology Solutions	820.95
Septic Solutions	751.00
Stoney Creek Rentals	250.47
Summit Valley Outdoor Solutions	4,968.09
T. M. Bailey Services, LLC	200.00
TELCO, INC.	3,691.29
Tompkins VIST Bank	325,233.75
USA BLUEBOOK	174.12
VERIZON	42.22
W. B. Mason Co. Inc.	88.97
WG Malden	400.00
Grand Total	680,659.12

OLD BUSINESS

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by Rudy Schmehl to adopt Resolution #2023-18 setting the tax millage at 4.05 mills for 2024. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to give final approval of the 2024 budget. Vote 3:0

The following meeting dates for 2024 will be advertised

Reorganization – Tuesday, January 2, 2024 at 6 p.m. following by regular meeting at 7 p.m.

All other regular Supervisors meetings 1st Thursday at 7 p.m.

Planning Commission – 3rd Thursday at 7 p.m.

Worksessions to be held the Tuesday before the Board of Supervisors meeting at 7 a.m.

Actual dates were advertised in the newspaper

Vote 3:0

Discussion regarding the approval of Telco to repair broken conduit at 61 and Ashely intersection at the estimated cost of \$3,195.00. This estimate came in after the last meeting and needs to be ratified.

A motion was made by Gary Hadden and seconded by Rudy Schmehl to ratify this quote. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to accept the resignation of Charles Grebloski as an auditor for the Township effective immediately. Vote 3:0

A motion was made by Gary Hadden and seconded by Rudy Schmehl authorizing overtime pay to the Township Secretary for the time spent working on issues since August. Vote 3:0

Topic – employee increases for 2024 – an executive session will be held and this topic will be added to the reorganization agenda for January 2, 2024 for approval.

Discussion was held regarding the purchase of a television and mount to be installed in the hall to display upcoming meetings, newsletters, announcements and other items for the public. The Secretary was asked to obtain prices and the Foreman will assist with what type of bracket and mounting.

UPCOMING MEETINGS/INFO:

December 11 – 6 p.m. – NBRPD Commission meeting

December 21 – 7 p.m. – Planning Commission

December 25 and 26 – OFFICE CLOSED – CHRISTMAS HOLIDAY

January 1, 2024 – OFFICE CLOSED

January 2, 2024 – 6 p.m.– Reorganization meeting

January 2, 2024– 7 p.m. – Supervisors meeting

Since this was Mr. Schmehl's official last meeting as supervisor, he wanted to let everyone know that it was a real pleasure to serve the township as supervisor.

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He is very proud of a few many things that have been accomplished including hiring Mr. Faust and the Public Works crew as well as hiring Shelly Freeman for the vacant position.

Mr. Schmehl thanked Secretary Berger for being the glue that keeps everything together and has always responded very quickly to any question or email

Mr. Schmehl thanked Bill McMullen and Solicitor Magovern for all their hard work and the township is very fortunate to have great firms working for them.

Mr. Schmehl wished new supervisor Charles Grebloski good luck in the new position.

Mr. Schmehl was thanked for his service by everyone in attendance.

ADJOURNMENT

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to adjourn the monthly meeting at 8:05 p.m. Vote 3:0

Respectfully

Kim Y. Berger
Secretary