

November 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 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, Kenneth Quell and Todd Boughter (Leesport Fire Company), Zach (intern from Arro)

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve the minutes from the October 5, 2023 meeting. Vote 3:0

POLICE DEPARTMENT – September Report

FIRE DEPARTMENT – no report. They participated in an number of Trunk or Treats as well as on Halloween had a presence in Willow Glen. Next event is Harvest Moon at the Leesport Playground.

BUSINESS FROM FLOOR -

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

Real Estate Taxes -	\$5,692.18
Real Estate Interims -	\$2,069.81
Street Light Tax -	\$ 396.00

A motion was made by Gary Hadden and seconded by Josh Steingraber to exonerate the property owner Walter Lafountain of 222 Ida Red for real estate taxes as he is has been exempted by the Department of Military and Veterans Affairs and shall be exempted for all property taxes. Vote 3:0

October 2023 Public Works Daily Log

October 2 Completed monthly Public Works reports. Began semi-annual hydrant flushing in the Harvest subdivision. Received, assembled, and set up the Formax FD 300 tabletop paper folding machine for the mailing of the monthly water/sewer utility bills. Cleared all current PA One Call ticket renotifications including one new emergency notification. Compiled standard operating procedures manuals for the inbound seasonal snowplow operators.

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October 3 Attended a Pennsylvania Rural Water Association DEP credited seminar in East Earl. Continued semi-annual hydrant flushing in the Willow Glen subdivision. Mowed and string trimmed the township building grounds. Mowed and string trimmed the North Pointe Business Park areas.

October 4 Trk #3 to Highland Truck Repair for “check engine light” and PA state inspection. Completed flushing the remaining hydrants in the water distribution system. Ordered manhole risers for the PennDOT pavement overlay project on SR 1003 and SR 4031. Investigated the traffic signal outage @ the SR Business 222 and SR 1010 intersection. Delivered (1) water service termination notice to Fuji Drive.

October 5 Attended the 2023 Berks County Public Works Equipment Trade Show and skills competition with special guest speaker Michael Polak of Recon Construction Services @ the Oley Fairgrounds. Attended the monthly Township Board of Supervisors meeting. Trk #5 and #6 to Highland Truck Repair for state inspection.

October 6 Payroll. Mowed and string trimmed the Bewley Lane stormwater basin. String trimmed Lift Stations #1, #2, #3, and #6. Mowed Hannibal Lane. Trk #7 to Highland Truck Repair for PA state inspection and returned the same day. Executed quotations @ Stork’s Plows, E.M. Kutz, Berman Freightliner, and Telco.

October 9 Indigenous Peoples’ Day- Holiday

October 10 Weekly hydrant flushing routine. Swept and collected excess aggregate @ the intersection of Ashley Way and Redner’s Way after the reapplication of chip seal. Returned Trk #6 after rear brakes replacement service. Investigated the township parking lot light poles and fixtures for possible replacement with higher lumens. Checked feasibility for an on demand higher capacity air compressor to be installed in the township garage utilizing the 230 Volt electric service that is currently available. Mowed the North Pointe Business Park areas. Groomed the Ontelaunee Fields ballfield.

October 11 Set up flagging operation to saw cut storm damaged tree limbs on SR 4033 and recycled. Terminated the domestic water supply to the township building to cut and cap the supply lines for the water heater relocation project. Received a shipment of manhole risers from Exeter Supply. Mowed and string trimmed the township building grounds.

October 12 Attended a nature-based green stormwater infrastructure training session @ Berks Nature in Reading with content to be implemented in the operations and maintenance practices of the township. Boom mowed Kindt Corner Rd. and Cider Mill Run. Photo documented the CHI warehouse water meter size and reading. Mowed and string trimmed the Willow Glen Park and the Ontelaunee Fields. Cleared all current PA One Call tickets. Attended the Township Board of Supervisors annual budget workshop meeting.

October 13 Boom mowed Orchard Lane and string trimmed the drainage swale. Boom mowed Wiley’s Rd. and Ontelaunee Drive @ the township building.

October 16 Weekly hydrant flushing routine. Groomed the ballfield. Collected the Park trash. Assisted County Plumbing in the installation of a new water heater for the township building. Mowed and string trimmed the township building.

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October 17 Loaded the John Deere 6130R on the Deer Country low boy trailer to perform the 1000-hour service on the tractor. Began locating and verifying the alignment of the water distribution system curb boxes and valve boxes in the Willow Glen subdivision. Mowed the North Pointe Business Park areas, Hannibal Lane, and Bewley Lane.

October 18 Attended a PennDOT LTAP training session @ the Berks County Agricultural Center with the topic of road drainage operations and maintenance. Continued locating buried curb boxes and valve boxes in the Willow Glen subdivision. Installed (2) new construction water meters in the McIntosh Farms subdivision.

October 19 Cleared all current PA One Call tickets. Trk #2 to Highland Truck Repair for PA state inspection and returned the same day. Trk#1 to Highland Truck Repair for PA state inspection. Trk #6 to Highland Truck Repair for the PTO pump replacement. Mowed and string trimmed the Willow Glen Park and the Ontelaunee Fields. Continued water utility locating and valve exercising in the Willow Glen subdivision.

October 20 Completed the water valve exercising and location verification in the Willow Glen subdivision. Collected the Park trash. Set up an orientation day for the seasonal snowplow operators to begin. Researched water sampling site data for the Cross Keys Business Center.

October 23 Payroll. Weekly hydrant flushing routine. Groomed the Ontelaunee Fields ballfield. Cleared leaves and debris from the drainage swale on Indian Manor Drive @ the First Energy Substation. Started removal of the truck lettering and adhesive on all township-owned vehicles for the installation of the standardized township logo and public works signature as contracted by Keystone Graphix. Added DOT reflective tape to Trk #4 and #7 dump bodies.

October 24 Installed reflective tape on Trk #1 and Trk #2. Painted the dump body boards on Trk #4 and Trk #7. Checked the water service curb box alignments in the Harvest subdivision. Kantner's Tire Service installed new valve stems on the rear wheels of both Trk #4 and Trk #7 to aid and maintain proper tire inflation pressure. Mowed and string trimmed the township building grounds. Attended the Township Board of Supervisors annual budget workshop meeting.

October 25 Hosted the Met-Ed overhead electric safety trailer demonstration on the township building grounds with multiple municipalities in attendance. Holmes trailer to Highland Truck Repair for PA state inspection. Contacted A-1 Traffic Control Products for a 2024-line striping quotation. Contacted Stoney Creek Rentals and Beacon Industrial Supply for commercial air compressor quotes. Used measuring wheels to physically calculate linear feet for pavement line striping totals.

October 26 Completed the gathering of road pavement line striping measurements. Set up the township building meeting room for the next day CPR/AED/ First Aid (PA DEP credited) training session provided by Safety On LLC. Completed public works employee annual evaluation forms. Researched LED replacements for the high bay metal halide light fixtures in the auxiliary township garage.

October 27 Notified @ 0000 midnight by the NBRPD that the stop sign @ Adams Rd. and Gernant's Church was flattened after a motor vehicle incident. Set up a temporary sign and removed the debris. Hosted CPR training administered by Safety On LLC in the township meeting room with Maidencreek Twp., Perry Twp., and Ontelaunee Twp. employees in attendance. Permanently installed a new "stop"

sign and post @ the intersection of Adams Rd. and Gernant's Church Rd. Mowed Bewley Lane stormwater basin.

October 28 The Berks Emergency Call Center (Berks Radio) dispatched the township for a water main break @ the CHI warehouse on Pottsville Pike where a broken pipe was discovered in the fire suppression system room of the building. Responded to a "no water" concern @ 264 Ida Red Drive where a faulty check valve was diagnosed in the water meter pit of the residence.

October 30 Weekly hydrant flushing routine. Cleared leaves from the drainage swale on Indian Manor Drive. Replaced street name signs @ E. Huller Lane and Willow Creek Rd. Verified UGI's water meter size and type in the pit on Bertoldi Way. Replaced missing water meter pit lid @ 12 Edinboro Lane. Contacted Exeter Supply regarding reported water meter pit check valve issues. Researched replacement parts for the township's AED device cabinet. Examined the township building meeting room roof with Martin Exteriors to discuss a plan of attack regarding the roof leaks at the metal screw penetrations and the lack of a valley for rain runoff at the bay window dormer. Replaced the aerator screen on the sink faucet in the public works office lavatory.

October 31 Monthly water meter reading. Met with an Exeter Supply product specialist regarding future scheduling of Master Meter technology training. Applied (1) ton of R-4 riprap to the catch basin @ the intersection of Snyder Rd. and Bowers Rd. and cleared the drainpipe. Test ran the John Deere 6130R on Ontelaunee Drive and Wiley's Rd. after the 1000-hour service visit @ Deer Country Adamstown. 60" cut Ex Mark zero turn mower to A&W Mower Repair for service. Completed monthly Public Works reports.

Water/Sewer Data:

PA One Call tickets= 26

Water service termination notice= 1

New construction water meter installs= 2

Water service customer visits= 3

October 2023 Public Works Expenditures

Advance Auto Parts- Trk #2 oil filter and drain pan- \$14.93.

Advance Auto Parts- funnel- \$4.65.

County Plumbing and Electric- \$1275.25 township building water heater.

E.M. Kutz – spare hydraulic salt spreader spinner motor and hydraulic fittings for Trk #3- \$591.95.

Exeter Supply- (12) water meters and (2) water meter pit lids- \$3674.08.

Exeter Supply- (10) sewer manhole risers for stock- \$2850.00.

Exeter Supply- (100) rubber water meter gaskets- \$107.00.

Grainger- (1) roll of 2-inch reflective tape- \$87.92.

Grainger- (100) pack of nitrile gloves- \$31.20.

Highland Truck Repair- Trk #3 PA state inspection- \$76.00.

Highland Truck Repair- Trk #5 PA state inspection- \$76.00.

Highland Truck Repair- Trk #6 PA state inspection- \$2446.86.

Highland Truck Repair- Trk #7 PA state inspection- \$76.00.

Highland Truck Repair- Trk #2 PA state inspection- \$57.35.

Highland Truck Repair- Trk #1 PA state inspection- \$35.00.
Highland Truck Repair- Holmes trailer PA state inspection- \$107.00.
Kantner's Tire Service- installation of new valve stems Trk #4 and #7- \$120.00
Kuzan's True Value- (2) gasketed sewer caps- \$40.00.
Kuzan's True Value- new filled 20 lb. propane tank and heat gun- \$124.92.
Kuzan's True Value- (1) wall anchor kit with masonry bit- \$13.49.
LB Water- Vita-D-Chlor tablets bucket (hydrant flushing)- \$759.33.
Reading Tractor- backordered diamond concrete and asphalt blades for Stihl cut-off machine- \$551.17.
Miller Municipal Supply- (2) thermoplastic manhole protection ring kits- \$474.80.
Stoney Creek Rentals- (1) case each of blue, green, and white marking paint- \$270.00.
Stork's Plows- carbide replacement snowplow edge kit for Trk #1 v-plow- \$1100.00.

Total Outgo= \$14,964.90

Fuel Consumption:

Regular unleaded gasoline= 60.43 gallons
Ethanol free gasoline= 37.32 gallons
Diesel= 50.11 gallons
John Deere 6130R Diesel= 27.27 gallons

Mr. Schmehl spoke about the LTAP trainings and Mr. Faust stated that they are very good. Mr. Schmehl strongly encouraged the Supervisors to continue to allow Mr. Faust to attend these very important sessions.

A motion was made by Rudy Schmehl and seconded by Gary Hadden to approve the quote from A1 Traffic Control Products to perform line painting of the double yellow and single white lines on the roads in the township in spring of 2024 at a cost of \$15,073.40. Vote 3:0

After discussion on the purchase of an air compressor, a motion was made by Gary Hadden and seconded by Josh Steingraber to approve the quote from beacon Industrial Supply of Frederick to purchase a Champion Model ADVA-S01 compressor at a price of \$4,260.00. Vote 3:0

Discussion was held regarding the use of a pick up truck for the Public Works Foreman to take home on a daily basis to respond to emergencies if necessary. Mr. Hadden stated that the use of a vehicle would be a large expense for the township, over \$6,000. It was stated that no other municipality supplies a vehicle for this purpose. Solicitor Magovern stated that if approved, there would have to be an update to the policy manual outlining specific regulations. Solicitor Magovern stated that she could send out sample policies. After further discussion this topic was tabled until next month.

Engineers Report October 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 performed a final conditions review of the re-submitted material and submitted the updated comments to the developer's consultant.

Attorney Magovern's office prepared the Improvement Agreement, Stormwater Management Agreement and Traffic Impact fees agreement and forwarded them to ARRO for comment. We anticipate our comments will be provided to Attorney Magovern by weeks end.

3. 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.

4. 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. Action on the preliminary plan must occur by the Board of Supervisors at their December meeting unless an extension of the 90-day review period is provided by the developer.

Documents for emergency access were submitted to PennDOT and received by the Township. ARRO personnel are reviewing the submission and will provide comments under separate cover.

The developer was informed of the need to include the Township and ARRO in any meetings with PennDOT regarding the project as indicated by the Supervisors at their October meeting.

The following subdivision/land development plans remain active (*Item #5 through #7*); however, there has been no activity since our last report.

5. Crow Holdings Land Development (CHI)

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

6. 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.

7. Reitnouer Land Development Plan

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

8. General Engineering

- a. TASA Project (MS4 PRP Implementation)
 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. The meeting to be scheduled with contractors and ARRO representatives for the SR 0061 paving and curb ramps to resolve the loop detectors has not materialized, to date.
- c. Bowers Road Project - ARRO prepared a review and response to the PennDOT 3rd review of the HOP application and resubmitted the package.

E & S plan and narrative revisions were submitted and approved by the Berks Conservation District (BCD). A BCD approval letter for the project was received by the Township.
- d. A small quantity escalator resolution is listed on the agenda for action by the Board of Supervisors.

ARRO will prepare paving documents to be opened at the December 2023 or January 2024 meeting, depending on the approval by the PennDOT Municipal Service Representative. Improvements will be conducted to Bewley Lane and Gernants Church Road as approved by the Board of Supervisors at their October 2023 meeting.
- e. ARRO personnel continued data collection into October, with primary mapping efforts completed by the end of the month. ARRO met with Township staff to review the mapping project status including features collected, as well as attributes documented for each feature. ARRO and the Township's public works staff will complete final mapping efforts for roadways requiring traffic oversight, as well as upon School District property. ARRO configured the Township's PA One Call emails to be automatically processed and loaded to the Township's GIS. ARRO began configuring automated backup services for the Township's GIS data.
- f. ARRO personnel are continuing follow-up of reported stormwater issues in the vicinity of 505 Snyder Road and the Elite Fuels parcel. ARRO was in contact with a property owner and provided them documents in our possession for their review and response.
- g. Based on information and agreements, ARRO will prepare a notice to Sheetz for not being in compliance with the executed Stormwater Maintenance Agreement.

- h. ARRO provided a review of the Berks Transfer Traffic Impact Study under separate cover.

An agenda item is listed to discuss zoning items pertaining to the Berks Transfer expansion.

- i. Stormwater management submissions were received and reviewed and inquiries regarding stormwater management requirements were fielded by ARRO personnel.

i. Water System Engineering & Reporting

- a. Water compliance reporting data has been uploaded to the PADEP website.
- b. ARRO, with assistance from Township staff, are reviewing the circumstances and will/have addressed notices of violation from PADEP regarding Asbestos and chlorine.
- c. ARRO will be inquiring to RAWA regarding water meter calibration requirements as presented by the correspondence received from RAWA.
- d. ARRO provided comments pertaining to the necessity of continuing the completion of water usage spreadsheets prepared by the previous water and sewer office staff.
- e. Meter billing and methodologies were/are being reviewed with Ontelaunee staff.

10. Sanitary Sewer System Engineering

- a. Repairs to PS #8 have been completed by Blooming Glenn Contractors, Inc. AWS operators and ARRO RPR conducted periodic review of the progress during the repairs being completed.

As of the release of this report (11/2/2023 at 1 p.m.) a repair crew (SVOS) was being mobilized to investigate and repair a sewer discharge to the ground at the pump station. It seems the pump discharge line is not accepting the sewer to the force main. When the pump cycles ponding of sewer occurs between the pump stations.

- b. ARRO staff are addressing the most recent PADEP comments for the issuance of an emergency repair permit for the two exposed pipes exposed in Willow Creek. The next set of plan revisions for the emergency permit are anticipated to be submitted the week of November 6th.

Upon review of the site and historic photographs, it was concluded that the removal of the downstream dam by the City of Reading, under the orders of PADEP, caused erosion of the stream bed approximately 5.6'. The pipes were originally installed as designed.

Following an in-stream investigation by RAWA and discovery of design plans it is believed 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"). ARRO is tentatively scheduled to confirm this information the week of November 6th.

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. Bill Murray has also concluded that the removal of the dam caused the erosion of the stream bed and exposed the pipes.

A quote to conduct repairs to the two exposed lines was proved to the Township by Summit Valley Outdoor Solutions under separate cover. Pursuant to our conversation with Bill Murray of RAWA any costs for temporary repairs would be shared by both the Township and RAWA.

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

Except for the generators, the project is complete.

Change Orders are on the agenda to address a previous cost adjustment (CO #3) and to address the removal of final paving restoration from the contract and provide a time extension (CO #4).

The time extension is necessary due to an update of the generators anticipated ship date to February 12, 2024.

The Omni upgrade packages are in possession of Envirep. However, they will not be installed until the generators are in place so communications between the Omni unit and the generators can be established.

11. Sanitary Sewer Operations

- a. Services/activities were conducted as identified under the Routine Operations scope of services outlined in the Professional Services Agreement between Ontelaunee Township and ARRO.
- b. Operations personnel responded to a high-level alarm at PS #2 on October 2, 2023.
- c. AWS personnel reported PS #6 was alarming as partial power loss. This was resolved via Kim contacting MetEd.

A motion was made by Gary Hadden and seconded by Josh Steingraber to approve Change Order #4 for Blooming Glen for removal of final restoration from the contract and give a time extension due to revised delivery schedule for generators. Vote 3:0

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve Resolution #2023-15, accepting an asphalt escalation provision for the road project to be bid in 2023 but completed in 2024. Vote 3:0

MS4: Nothing to report

SOLICITOR :

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to approve Resolution #2023-14 amending the fee resolution for water and sewer service. Vote 2:0 (Mr. Hadden was not present for the vote)

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to authorize the payment of \$1,000 to Bellairs Real Estate for the appraisal of the property at 5494 Pottsville Pike to determine the estimated market value of the permanent sanitary sewer easement and temporary construction easement that occurred in 2004. Vote 2:0 (Mr. Hadden was not present for the vote)

A motion was made by Gary Hadden and seconded by Josh Steingraber to authorize the solicitor to release the lien of \$21,188.45 from the property of 5494 Pottsville Pike, Reading Precast. This lien was placed on the property in 2008 due to non-payment of EDU tapping fees. A check was received from Michael Achenbach in the amount of \$15,000 toward the lien until an appraisal could be completed. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to reimburse Reading Precast \$3,281.55 which is due to him after the real estate fair market value was appraised at \$9,470.00. Vote 3:0

Discussion was held regarding updating the fees for Emergency service providers to seek reimbursement of costs of materials and equipment used and services rendered in providing fire protection and emergency medical services. Todd Boughter and Kenny Quell from the fire company answered questions the supervisors had. After this discussion a motion was made by Gary Hadden and seconded by Josh Steingraber to adopt Resolution 2023-16. Vote 3:0

CODE ENFORCEMENT – September Report

EMA COORDINATOR – Nothing to report

POLICE COMMISSION – Contract negotiations continue, budget is slated to be approved at the November meeting.

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 October in the amount of \$690,681.38 Vote 3:0

General	\$235,943.36
Water	\$143,990.05
Sewer	\$310,747.97

BILLS PAID OCTOBER 2023

21st Century Media - Philly Cluster	595.85
Advanced Auto Parts	229.99
ARRO Consulting, Inc.	50,920.49
B & S Auto Body Service Inc.	1,019.00
Bellairs Real Estate	1,000.00
Berks Soil & Stone	10,000.00
Borough of Leesport	2,902.89
Capital Blue Cross	2,361.14
Christopher C. Hemmig	612.03
Comfort Pro, Inc	1,149.00
COUNTY PLUMBING & ELECTRIC	2,225.25
Curtis Power Solution	1,035.00
Daryl Faust	63.10
Delaware Valley Regional Finance Authori	131,347.20
E.M.KUTZ, INC.	591.95
Elan Financial Services	810.90
Elite Fuel Service, LLC	573.13
Environmental Systems Research Institute	440.00
Exeter Supply Co, Inc	6,524.08
Gary S. Hadden	65.10
Grainger	119.12
H. A. Thomson Co.	1,426.00
Hartman Valeriano Magovern & Lutz P.C.	3,354.22
Highland Auto & Truck Repair	2,874.21
J.P.Mascaro & Sons	997.52
JB Environmental Services LLC	105.00
KANTNERS TIRE SERVICE, INC.	120.00
KIM BERGER	63.10
Kraft Municipal Group Inc.	57,036.05
KUZANS HARDWARE	461.12
LB Water Service, Inc.	759.33
LIFT, Inc.	551.17
Long, Barrell & Co., LTD.	3,928.91
M.J. Reider Associates Inc	3,094.75
Master Meter Inc.	1,300.00
MET ED	1,245.34
Met Ed	5,766.52
Miller Municipal Supply LLC	474.80
Nationwide	2,400.00
Nester's Sanitation Inc.	195.00
NORTHERN BERKS REGIONAL POLICE DEPT.	85,107.04

Occupational Health Centers	304.00
PSATS UC GROUP TRUST	101.13
Reading & Northern Real Estate Co.	2,922.74
Reading Area Water Authority	28,415.42
Reading Office Maintenance	190.00
Rhoads Energy Corporation	1,503.06
SAM'S CLUB	58.22
Schultz Technology Solutions	428.30
SOS Business Machines	319.67
Stoney Creek Rentals	270.00
Stork's Plows	1,100.00
T. M. Bailey Services, LLC	216.00
TELCO, INC.	624.00
Truist Governmental Finance	15,345.00
VERIZON	84.40
W. B. Mason Co. Inc.	116.82
WB Mason	13.56
Wilmington Trust Company	252,823.76
 Grand total	 690,681.38

OLD BUSINESS

Discussion was held regarding obtaining a water and sewer rate projections study for the township water and sewer systems. Two proposals were obtained, one from Arro Consultants and one from PFM Financial Advisors. A motion was made by Josh Steingraber and seconded by Gary Hadden to proceed with PFM Financial Advisors completing the rate study at a cost of \$17,500. Vote 3:0

NEW BUSINESS:

A motion was made by Gary Hadden and seconded by Rudy Schmehl to approve the following contributions for **2024**:

Contribute \$24,000 to the Union Fire Company No. 1 of Leesport
 Contribute \$4,000 to the Northern Berks EMS
 Contribute \$7,500 to the Schuylkill Valley Library

Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to contribute \$250.00 to Berks County Solid Waste Authority for the 2024 year. Vote 3:0

A motion was made by Gary Hadden and seconded by Rudy Schmehl to contribute \$150.00 to Crime Alert Berks County for the 2024 year. Vote 3:0

A motion was made by Gary Hadden and seconded by Josh Steingraber to contribute \$200.00 to Center for Excellence in Local Government for the 2024 year. Vote 3:0

A motion was made by Gary Hadden and seconded by Rudy Schmehl to grant tentative approval of the 2024 general, water and sewer budget. Vote 3:0

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to adopt Resolution 2023-17 authorizing the Secretary to sign on behalf of the Township for reimbursement of TASA funds for the MS4 grant. Vote 3:0

After discussion on Berks Transfer and zoning issue, a motion was made by Gary Hadden and seconded by Josh Steingraber to request Berks Transfer to deposit a \$2,500 escrow to cover the attorney, advertising and engineering fees related to the Zoning issue prior to applying for a Zoning Hearing Board application. Vote 3:0

Discussion was held regarding a timing change to Rt. 61 & Rt. 73. There seems to be an issue when the high school busses are leaving, there is a back up on Rt. 73 from the red light. The turning lane and the straight lane get backed up. Would it be possible to add some timing on 73 around this time? Secretary Berger had contacted Pa Dot District Traffic Signals Manager and received the following information:

- a revised permit is required to change the signal timings.
- an email to his office requesting the timing modification would be required. The request should provide as much information as possible. Such as, the specific times and any other information that the township feels would be beneficial.
- The Township would also need to execute (a one time) Traffic Signal Maintenance Agreement (TSMA) and a TE-160.
- The Manager suggests completing the TSMA even if the Township does not wish to proceed with the retiming. The TSMA is a one time process and would do away with the need to obtain resolutions every time a signal modification is undertaken

The Public Works Foreman was tasked with checking out the timing and come up with an idea of what additional timing would be required and at what times.

A motion was made by Josh Steingraber and seconded by Rudy Schmehl to take action to proceed with changing the time during certain days (Monday-Friday) and during certain times. After the survey by the Foreman is complete the township can move forward with requesting the timing change. Vote 3:0

Discussion regarding Street light tax ensued, removing it, and putting it all in the general fund or other options. This can be discussed further in the future.

Secretary Berger stated that while the shredding event was not very busy, approximately 3,000 pounds of paper was shredded.

November 2, 2023

UPCOMING MEETINGS/INFO:

November 7, 2023 – OFFICE IS CLOSED – ELECTION DAY
November 13 – 6 p.m. – NBRPD Commission meeting
November 16 – 7 p.m. – Planning Commission
November 23 and 24 – OFFICE CLOSED – THANKSGIVING HOLIDAY
December 7– 7 p.m. – Supervisors meeting

At 8:30 p.m. an executive session with the supervisors and the solicitor was called by Mr. Hadden, unknown if any action will be taken.

9 p.m. executive session ended with no action.

ADJOURNMENT

A motion was made by Gary Hadden and seconded by Josh Steingraber to adjourn the monthly meeting at 9:00 p.m. Vote 3:0

Respectfully

Kim Y. Berger
Secretary