

February 5, 2024

Township of Ontelaunee
35 Ontelaunee Dr.
Reading, PA 19605

The regular meeting of the Ontelaunee Township Board of Supervisors was called to order at 9:00 am by Chairman Gary Hadden in the Ontelaunee Township building, with Board Supervisor Josh Steingraber and Chuck Grebloski present.

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

Visitors- Daryl Faust, Shelly Freeman, Robert Wood, Corey Deily, Zac Arnold (Seven Development), Kevin Orman (Seven Development), Jason Hartman (Seven Development)

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the minutes from the January 2, 2024 reorganization meeting and January 2, 2024 regular meeting. Vote 3:0

FIRE DEPARTMENT – December report

POLICE DEPARTMENT – December report was submitted and Det. Sgt. Wood read the January report which has not been approved by the Police Commission.

BUSINESS FROM FLOOR - Nothing

TAX COLLECTION: A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the Tax Collector report for January 2024. Vote 3:0

Real Estate Taxes -	\$7,416.73
Real Estate Interims -	\$5,189.53
Street Light Tax -	\$ 99.00

January 2024 Public Works Daily Log

January 1 New Year's Day- Holiday

January 2 Completed monthly public works reports. Weekly hydrant flushing routine. Collected the Park trash. Changed the engine oil and filter on Trk #5. Installed the V-box salt spreader on Trk#5 and tested. Litter collection on Willow Creek Rd. under SR 222. Litter collection on SR 4032 includes a discarded bathroom sink and a roadkill deer. Plumbed new compressed air lines in the township garage. Finished clearing the debris from the Mohrsville Rd. intersection in conjunction with a traffic control detail.

January 3 Installed the remaining emergency lighting backup batteries in the township administration building and ordered a replacement fixture. Contacted Cummins Power Systems to clear and reschedule the weekly exercise cycle of the township building emergency generator engine and transfer switch gear. Fueled all trucks. Installed and tested all plows. Contacted Stork's Plows to replace (2) leaking plow hydraulic cylinder packings on Trk #5 and Trk #6. Charged the Kubota F3680 battery.

February 5, 2024

January 4 Replaced the fuse for the windshield wiper motor on the Kubota F 3680 and test ran the snowblower attachment. Received and installed a new air hose reel in the township garage. Returned Trk #5 and #6 from Stork's Plows after service. Met with a WG Malden technician @ the CHI warehouse water meter pit for calibration services. Replaced Trk #6 side marker auto lamps. Ordered a pallet of sidewalk deicer pellets from Weaver's Industrial.

January 5 Received deicer pellets. "Turned over" the rock salt stockpile and consolidated into one bin. Installed all plows and tested. Vehicle pre-trips and fluid checks/top offs. Ready for impending winter storm.

January 6 Winter maintenance services began @ 1300 with road salting and ended with continuous plowing. Cleared the township building parking lot and the Police Dept. Office sidewalk. Responded to the Mohrsville Rd. traffic signal outage and the Bowers Rd. guide rail @ the intersection of SR 73 after motor vehicle accidents. Responded to a water leak report @ the intersection of Berkley Park Rd. and Leesport Avenue (RAWA continuous monitoring station).

January 7 Dispatched by the Berks County Communications Center @ 1950 for a poor roadway condition on Willow Creek Rd. as per a resident complaint. Finished clearing the township building sidewalks.

January 8 Attended a paid training hosted by Suburban Testing Labs to complete an initial demonstration of capability for all Public Works staff to comply with the mandated PA DEP drinking water regulations and documentation to be posted in the Township's Operation and Maintenance manual. Continued post-snowstorm cleanup including intersections and catch basins before predicted heavy rainfall. Trk #3 and Trk #5 to Stork's Plows for plow servicing. Cleared the snow from the Lift Stations. Replaced burned out headlight bulb on the Trk #1 plow. Posted (2) water service termination notices (Nantucket and Fuji).

January 9 Cleared the sidewalks @ the recreation areas in the Willow Glen subdivision. Plowed the "Rec. A" playground parking lot. Received the bulk rock salt delivery (136.78 tons) via a third-party hauler. Exchanged (2) Hach DR 300 colorimeters @ Suburban Testing Labs for initial calibration verification and corresponding documentation for the township's water distribution system operations and maintenance manual. Purchased shear pins for the tracked Honda snowblower @ Lift, Inc. Returned Trk #3 and #5 from a service visit. Cleared additional catch basins in the Willow Glen subdivision as rainfall commenced. Dispatched by the NBRPD @ 1730 for flooding on SR 1004 and SR 4030.

January 10 Met with Arro Consulting GIS staff regarding the township's Esri platform updates. Replaced a plow headlight bulb on Trk #6. Emptied salt from all dump vehicles. Met with representatives from Blooming Glen Contractors and Arro Consulting regarding Lift Station #2, #4, and #7 generator upgrades. Removed traffic control devices as flood waters receded. Inspected storm drains on Mohrsville Rd. and cleared obstructions.

January 11 Contacted County Garage Door for service to garage door opener #1. Acquired a final water meter reading @ 202 Ida Red Drive and a water meter data log @ 48 D Wingco Lane to resolve a customer billing dispute. Replaced "divots" from the snow plowing operation on Berkley Rd. and

February 5, 2024

Snyder Rd. Completed cleanup of all winter maintenance vehicles and minor maintenance item corrections on same.

January 12 Met with the Asphalt Maintenance Solutions operations manager to devise a 5-year pavement preservation plan for the township roads not requiring a full milling and paving operation. Traversed each road and measured electronically. Removed road closure signs on SR 1004. Cold patched potholes on the township-owned portion of Leesport Avenue. Prepared additional signage for more potential flooding concerns due to another heavy rainfall prediction. Scrap metal to Pollock-Reading.

January 13 Received a report of a water leak on SR 61 (Leesport Borough) @ 1435. Dispatched by Berks Radio @ 1635 for a down tree and electric lines on Gernant's Church Rd. between Adams Rd. and Cider Mill Run Rd. Barricades and cones for road closure.

January 14 Received a report of a down tree and electric lines on Kerns Rd. @ 1355. Barricades and cones for road closure.

January 15 Payroll. Weekly hydrant flushing routine. Installed (2) new Master Meter water meter registers @ 295 and 305 Gernant's Church Rd. Met with Arro Consulting regarding PA DEP drinking water documentation requirements with a deadline for completion by February 20, 2024. Installed all plows and tested. Pre-trip inspected and fueled the snow removal vehicles ahead of the impending snowstorm. Contacted part-time operators. Pre-treated Ontelaunee Drive, Shoemakersville Rd., Loose Lane, Adams Rd., and Kindt Corner Rd. with rock salt.

January 16 Winter maintenance services began @ 0300 for the township roads and state routes as per contract. Cleared the township building parking lot and sidewalks. Shoveled the lift station fences and entrances.

January 17 Road salting and spot plowing. Snow drift busting. Rock salted the township building parking lot. Cleared the Willow Glen playground parking lot and sidewalks. Cleared the sidewalks @ the Ontelaunee Fields.

January 18 Attended the inaugural meeting of the PA One Call System Berks County UCC hosted by UGI Utilities, Inc. to discuss 2024 road projects. Readied all winter maintenance vehicles for the next snowstorm. Cleaned vehicle interiors and exteriors to be free of rock salt residue. Installed new auto vent shades and winter wiper blades on Trk #1. Replaced missing plow bolts on the Trk #4 and Trk #7 Gledhill QCP plows.

January 19 Winter maintenance services began @ 0700 with road salting. Maintained the township building parking lot and sidewalks throughout the snowstorm.

January 21 Dispatched by Berks Radio for icy road conditions @ 1000 (snow drifting). Plowed and rock salted SR 1003, SR 4029, SR 4030, SR 4031, and Ashley Way.

January 22 Winter maintenance services began @ 0500 ahead of the morning rush hour due to low air temperature and drifted snow. Weekly hydrant flushing routine. Shoveled the Lift Stations. Cleared the Park sidewalks. Installed a new carbide replacement cutting edge on the Trk #1 Fisher V-plow. Inflated

February 5, 2024

the rear tires on the John Deere 6130R. Consolidated the rock salt stockpile into (1) bin and replaced the broken boards in the empty bin to receive the next delivery of new material. Dispatched by Berks Radio @ 1620 to remove a "boulder" on Wiley's Rd.

January 23 Cleaned salt from all vehicles and fueled. Marked Ida Red Drive and Solvay Drive for an upcoming final walk through with Forino Development. Welded the moldboard on the Trk #7 Gledhill plow. Removed the failed AC power inverter from Trk #6. Met with Comfort Pro representatives regarding the township building heating and cooling replacement master plan. Met with a Comfort Pro service technician to diagnose and order the appropriate parts to repair the lunchroom 14" zone damper and motor, the conference room blower motor, and the #2 oil burner fuel oil supply line check valve. Removed a roadkill deer from Slater Rd.

January 24 Trk #3 to E.M. Kutz to diagnose the intermittent problem with the Cirus control box for salt spreader and hoist functions. Also obtained plow repair parts @ E.M. Kutz for stock. Hauled display cases donated by Leesport Borough from the schoolhouse to the township building and then later hauled unusable sections of the same to Berks Transfer for disposal. Cleaned and used the salvageable pieces to create a new display cabinet for the main hall of the township building.

January 25 Painted the completed display cabinet. Contacted OPA Plumbing Services to repair the leaking potable water supply pressure tank fitting for the township building. Cleared all current PA One Call tickets. Returned Trk #3 from E.M. Kutz after the replacement of the control box solenoid. Marked Danbury Court for a manhole cover replacement by Forino Development. Marked additional manholes in the Willow Glen subdivision for thermoplastic raising to avoid plow "strikes." Investigated the storm drains on SR 1004 after multiple instances of flooding and discovered that construction silt bags remained installed within the catch basins (2).

January 26 Met with the Opa's Plumbing owner/operator to comprise a parts list to repair/replace the leaking potable water ASME 100-gallon pressurized tank in the mechanical room of the township building. Installed a backup alarm on Trk #1. Straightened and welded the salt spreader auger guard on Trk #7 and replaced the broken plow trip spring.

January 29 Payroll. Weekly hydrant flushing routine. Collected the Park trash. Met with Arro Consulting and Forino Development to provide a punch list of items for remediation in the Harvest and Willow Glen subdivisions within the 18-month period immediately following the dedication of the specified roadway sections. Charged the auxiliary 12V gel battery and rewired the solenoid and switch for the Trk #6 V-box salt spreader vibrator motor. Marked the township building sewer force main @ the intersection of Ontelaunee Drive and SR 73 for a design PA One Call ticket.

January 30 Responded to an emergency PA One Call ticket @ 0635 for 5745 Leesport Ave. (Met-Ed). Inspected catch basins in the Harvest subdivision and the newly dedicated section of the Willow Glen subdivision by lifting each grate and noting defects to be remediated by the developer before final acceptance by the township. Attended the monthly township work session meeting.

January 31 Disassembled the township building common area men's room double bowl sink and ordered Sloan faucet repair parts. Monthly water meter reading for billing purposes. Cold patched crumbled road edge lines @ the intersections of Loose Lane and Gernant's Church Rd., Ontelaunee Drive and Ida Red Drive, and Leesport Avenue and Snyder Rd. Acquired a manual water meter reading @ 22 North Calais

Drive. Attended a meeting with RAWA representatives and Arro Consulting regarding the joint effort to protect the existing RAWA water main and township-owned sanitary force main crossing the Willow Creek in the vicinity of Berkley Rd. Applied a thermoplastic manhole protection ring @ 28 Verdun Drive.

Water/Sewer Data:

PA One Call tickets including (1) emergency notification= 19

Water service termination notices= 2

Water meter replacement register installations= 2

Water meter manual readings= 3

January 2024 Public Works Expenditures

Advance Auto Parts- 3.5 gallons of 15W40 oil and oil filter for Trk #5- \$124.63

Advance Auto Parts- mini auto lamp for Trk #6- \$6.64

Advance Auto Parts- (2) pack plow headlight lamp for Trk #1- \$34.99

Advance Auto Parts- (1) plow headlight lamp for Trk #6 and (1) spare headlight lamp- \$29.16

Advance Auto Parts- (4) pack bright plow headlight lamp for stock- \$63.98

Advance Auto Parts- winter wiper blade set for Trk #1- \$53.58

Advance Auto Parts- vent shades for Trk #1- \$57.67

American Rock Salt- 136.78 tons of rock salt- \$9898.77

Colonial Electric Supply- (3) LED recessed lights- \$52.20

Colonial Electric Supply- (7) 6-volt 12 Ah batteries for emergency bldg. lighting- \$230.23

Colonial Electric Supply- (3) 6-volt 12 Ah batteries for emergency bldg. lighting- \$98.67

Colonial Electric Supply- 4-inch square box with blank- \$4.58

Colonial Electric Supply- emergency light fixture- \$125.00

Comfort Pro Heating & AC- township bldg. foyer zone valve- \$338.84

County Garage Door- garage door hoist #1 service- \$210.00

County Plumbing and Electric- subpanel and installation of air compressor load center- \$891.38

Elite Fuel Service- 763.90 gallons of heating oil- \$2902.06

E.M. Kutz- replacement 12-volt 100 Amp solenoid for Trk #3- \$180.13

E.M. Kutz- (1) QCP plow trip spring and (1) hydraulic spinner motor- \$487.26

E.M. Kutz- (7) Fisher 9-foot MC plow shoe holders and (2) 26-inch plow guides- \$279.46

Exeter Supply Co.- (1) 8-inch diameter and (1) 10-inch diameter clamp coupling- \$786.79

Grainger- airline filter/regulator unit with pressure gauge- \$74.39

Kuzan's True Value- ½ inch pipe fittings- \$19.75

Kuzan's True Value- ¾ inch masonry bit and wall anchors- \$22.75

Kuzan's True Value- ½ inch pipe nipple- \$2.79

Kuzan's True Value- snow shovel- \$34.99

Lift, Inc.- Honda snowblower shear pins- \$18.76

Stoney Creek Rentals- Bosch Brute electric jackhammer handle assembly- \$75.39

Stoney Creek Rentals- air hose reel- \$199.99

Stoney Creek Rentals- (2) sets of hi-vis rain gear jackets and pants- \$149.96

Stork's Plows- aftermarket plow cylinder and installation on Trk #6- \$308.60

Stork's Plows- plow cylinder adjustment on Trk #5- \$50.00

Stork's Plows- plow cylinder adjustment on Trk #3- \$68.40

Suburban Testing Labs- PA DEP drinking water method 334 training for (4) persons- \$125.00

Suburban Testing Labs- Hach DR 300 (unit #1) colorimeter quarterly calibration- \$90.00
Total Outgo= \$18,096.79

Fuel Consumption:

Unleaded regular gasoline= 111.25 gallons

On-road diesel= 461.97 gallons

John Deere 320P backhoe on-road diesel= 37.62 gallons

Engineers Report January 2024

Subdivisions and Land Development Projects

1. McIntosh Farms II

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

ARRO reviewed the proposed escrow value for Phase III including the carryover of prior phase construction and maintenance period escrow values. We recommended two motions for the agenda. One for approval for Attorney Magovern to prepare a revised agreement and the other approving signature of the agreement when received from Forino along with the new escrow value.

2. Harvest and Willow Glen Developments

Township and ARRO representatives met with the developer for the review of the recently dedicated (2023) roadways and their improvements. The Township Public Works Foreman provided information to the developer regarding manhole and water valve adjustments. The Township road crew conducted a review of all storm sewer facilities with the Public Works Foreman providing a punch list of items to be addressed by the developer. The maintenance period expires in April 2024.

3. St. Luke's Land Development

Revised plans were received and reviewed for meeting the conditions of approval. Comments on the revised plan were forwarded to the developer's consultant and Township under separate cover.

Agreements (Improvement, Traffic Impact and Stormwater Maintenance) were finalized and forwarded to the developer's consultant in December 2023. To date executed agreements have not been received.

4. Willow Creek Farms (Gaspari Tract)

A revised PennDOT HOP submittal was received and reviewed with no comments being added to the PennDOT review provided to the developer via EPS.

5. Epting Tract Subdivision

A revised plan was received and will be reviewed with comments being provided for the Ontelaunee Township Planning Commission meeting to be held February 15, 2024.

A copy of the notice was received from the developer's legal counsel to PADEP regarding a claim of deemed approval of the sewage facilities planning module. A response was provided to PADEP and the developer's legal counsel by Attorney Magovern.

6. Reitnouer Land Development Plan

Revised plans were received and are being reviewed for meeting the conditions of approval. Comments on the revised plan will be forwarded to the developer's consultant and Township under separate cover.

7. Crow Holdings Land Development (CHI)

Considering a proposed occupancy, ARRO was requested to contact the owners traffic consultant regarding the status of the design, permitting and construction of improvements at the intersection of SR 0073 and Ontelaunee Drive.

Tyler Krause of Bowman indicated that BL Companies are surveying the area and following completion of the survey the improvement design will be prepared and submitted to PennDOT. The initial submission of the design to PennDOT is scheduled for March 2024. Pursuant to the recorded Improvements Agreement for the CHI parcel, traffic improvements must be completed within 18 months of the issuance of a Certificate of Occupancy for a structure on the CHI parcel unless an extension is agreed upon.

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

8. Brasler Development (East Huller Lane) – No activity since last report.

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

9. General Engineering

a. TASA Project (MS4 PRP Implementation)

The PennDOT environmental unit provided clearance for the project. ARRO will proceed on behalf of the Township with approaching the landowners regarding the acquisition of easements.

b. We once again e-mailed the contractor and PennDOT regarding resolution to the broken loop detector at the intersection of SR 0061 and Ashley Way the PennDOT. To date, no response was received from either party about corrections to the loop detector.

Township staff indicated they are requesting a quote for the repairs from Telco.

c. Bowers Road Project - Attorney Magovern's office prepared abandonment and right-of-way acquisition documents based on ARRO's legal descriptions and exhibits of the proposed right-of-way acquisition and abandonment areas. Attorney Magovern forwarded the right-of-way acquisition documents to RAWA for review and execution.

RAWA was informed that the abandonment of the current access point will occur following construction of the new roadway. ARRO is responding to the third submission comments received from PennDOT.

- d. Maidencreek Township and Leesport Borough formally approved enjoining the road improvements project proposed on Bewley Lane and Gernants Church Road, respectfully. Documents are being revised and will be submitted to PennDOT for final approval and bid opening at the Supervisors March meeting.
- e. ARRO and the Township staff met at the Township office on 1/10/24 at 8 am. ARRO is working with Township staff to finalize Phase 2 (PA One Call Integration with GIS) and Phase 3 (Automated Data Backup Service). Additional feature edits and attribute updates will be completed under the On-Call GIS Services Phase of the project (Phase IV).
- f. Sheetz was informed to provide information to the upstream property owners (specifically but not limited to Berman Freightliner) of their mutual responsibility to maintain joint use stormwater facilities, as per recorded plans.

10. Water System Engineering & Reporting

- a. ARRO and Township staff conducted a meeting to coordinate the preparation and submission of documents as requested by PADEP staff as a result of the December 19, 2023 water system inspection and document review.

PADEP was informed that the documents will be provided on or prior to February 20, 2024 pursuant to their request.

- b. ARRO coordinated meter certification required by RAWA for CHI. The meter was unable to be calibrated because no water could be used without a building tenant. RAWA has been notified of the situation.

11. Sanitary Sewer System Engineering

- a. A meeting was held with RAWA representatives regarding coordinated efforts and cost sharing for temporary repair and permanent repairs of the sewer force main and water main exposed in Willow Creek.

A revision to the emergency repair permit will be prepared and submitted to PADEP to include that the proposed encasement will be considered a permanent repair and no further repairs or relocation will be conducted.

Costs of the repair were agreed to be shared equally by RAWA and Ontelaunee Township via receipt of quotes for the project as under the designation as an emergency.

Attorney Magovern and the RAWA solicitor will formulate an agreement memorializing the sharing of repair cost for review and execution by both parties.

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

Except for the generators, the project is complete.

We are exploring the potential addition of a generator at PS #8 to be included, via a Change Order, in the project scope.

c. First quarter 2024 sample results and exceedance notifications are being reviewed and addressed by ARRO and Township staff.

d. ARRO staff is preparing the annual tributary Chapter 94 reports for the Maiden Creek Township Authority and the Leesport Borough Authority. The reports will be provided to the respective authorities within the requested timeframe.

12. 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.

Discussion was held regarding the issue of the traffic signal at 61 & Orchard. Secretary Berger stated that she just received a quote from Telco for time and materials, however, it is an unknown due to flagging for the intersection etc. A motion was made by Gary Hadden and seconded by Chuck Grebloski to send the invoice to the insurance and then have the work completed and let the insurance company subrogate with the parties that may have caused the damage. Vote 3:0

MS4: Nothing to report

SOLICITOR :

Seven Development Group was in attendance to discuss the request for rezoning a parcel of land along Route 222, PIN # 68540012969215 from R2 to C. This was brought to the board in August 2023. The township has received the \$5,000 escrow.

Mr. Hadden stated that he has major concerns regarding the commercial zoning and any implications that could occur if the zoning was changed and it could open up other Commercial zoned property to warehouses as well as it does not work with the current comprehensive plan.

Mr. Steingraber stated that he would like to see this work as it is a good location for a warehouse.

Solicitor Magovern stated that the supervisors could put restrictions on the Commercial zoning including heights, type, etc.

February 5, 2024

After further discussion Solicitor Magovern will prepare a zoning amendment that includes some restrictions. Mr. Arnold from Seven Development was asked to send some specifics regarding the warehouse that they would like to build such as heights, acreage etc.

Once the amendment is created it will have to go before the Planning Commission and the Berks County Planning Commission and a public hearing will have to be held at a public meeting and then the supervisors would vote on the amendment.

Discussion was held regarding the street light agreement with Forino. Solicitor Magovern stated that the agreement has been prepared for the street lights regarding the installation and energizing of the street lights along Sunglo Drive in the McIntosh development. Solicitor will send the agreement to Forino for review.

Discussion was held regarding an agreement with Forino for the McIntosh Phase III escrow. A motion was made by Chuck Grebloski and seconded by Josh Steingraber authorizing the solicitor to draft an agreement with Forino to allow the set up of an escrow to cover all escrows outstanding (16 Lots, MCF II, Phases 1, 2 and 3) into one escrow and any maintenance escrow in the amount of \$866,331.74. Vote 3:0

In reference to the motion above, a motion was made by Chuck Grebloski and seconded by Josh Steingraber to authorize the chairman to sign the agreement upon receipt of the signed agreement from Forino along with the revised letter of credit. Vote 3:0

Discussion was held in reference to creating an agreement with RAWA for the Willow Creek project which will be done with RAWA. A motion was made by Gary Hadden and seconded by Chuck Grebloski to authorize the solicitor to prepare this agreement. Vote 3:0

CODE ENFORCEMENT – December, Year End and January Reports

EMA COORDINATOR – Nothing to report

POLICE COMMISSION – Mr. Grebloski stated that a new police officer has been hired.

PLANNING COMMISSION – The meeting was cancelled

EXPENDITURES

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve expenditures for the month of January in the amount of \$223,336.59 Vote 3:0

General	\$154,233.80
Water	\$ 43,722.21
Sewer	\$ 25,380.58

OLD BUSINESS

February 5, 2024

Discussion was held regarding the property at 824 Shoemakersville Road. A question was raised about any liability that the township would have if someone was hurt on the property since it has been abandoned. Solicitor Magovern stated that the liability would be on the property owner or since he is deceased to his heirs. Solicitor Magovern suggested having DEP do a sight visit at the property. The township has been advised that there is dumping continuing on the property from neighboring property owners. Secretary Berger stated that the zoning officer has sent a NOV to one of the neighboring properties that have unlicensed, uninspected junk vehicles on their property.

NEW BUSINESS:

Acknowledge the pay rate for the supervisors working for the township set by the auditors on January 3, 2024. The rate is \$22.00/hr.

A motion was made by Gary Hadden and seconded by Chuck Grebloski to approve the YMCA – Tri-Valley summer contract for summer 2024 and to authorize a donation of \$5,000.00. Vote 3:0

Secretary Berger stated that the one camera is not working in the rear of the building. A quote of \$865.80 for replacement was obtained from the current vendor. Corey Deily was present and he owns his own security business. Mr. Deily stated that the quote to replace one camera was too high and he could give the township better cameras at a lower cost. The quote was put on hold and Mr. Deily was requested to send the township a quote.

Discussion was held regarding scanning Historic photos and printing of some photos to be hung in the township building. A motion was made by Josh Steingraber and seconded by Gary Hadden to have the office staff pick pictures to be printed and approve up to \$500 for printing of photos. Vote 3:0

Discussion was held regarding the State Grass mowing contract. The grass mowing contract expired December 31, 2023. The new contract should be forwarded to the township in late February. Public Works Foreman Daryl Faust request that the township not enter into this agreement again. It is very costly for the township and the township loses money when the routes need to be mowed twice a year. Mr. Hadden stated that if the township does not mow the shoulders of the state routes, it could become a safety hazard as the state will not take care of the mowing of the shoulders. This matter has been tabled until the State is contacted and request more funding.

After further discussion, a motion was made by Gary Hadden and seconded by Chuck Grebloski to have the Secretary contact PA DOT and request more funding for the grass mowing contract. Vote 3:0

Discussion was held regarding the State Winter service agreement. This contract is to plow the state routes in the township. This contract ends in April 2024, however, the township needs to give written notice to PA DOT by July 31, 2024 if they do not wish to enter in to the new contract. Public Works Foreman Daryl Faust requests that the township not enter into this agreement again. This contract is also not cost effective and is very costly to the township. This matter has been tabled.

Discussion was held regarding the overtime section of the employee handbook and the difference between overtime after 40 hours and the use of PTO time during the same 40 hour week. This is clarified in Resolution #2023-3 Exhibit A that was passed on January 3, 2023 relating to emergency pay being authorized.

February 5, 2024

Discussion was held regarding selling the Kubota F3680 w/mower, snow blower and brush on municibid with a reserve. After discussion a motion was made by Josh Steingraber and seconded by Chuck Grebloski to place the tractor on municibid with a reserve of \$10,000. Vote 3:0

Discussion was held regarding the use of the township truck by the Public Works Foreman. There was discussion regarding having a policy put in place citing various parameters that the supervisors would want to place on the use of the vehicle after normal working hours. A motion was made by Josh Steingraber and seconded by Chuck Grebloski to allow the Public Works Foreman to utilize the vehicle to travel to work and home. This vehicle would be used to respond to call outs. Vote 2:0 – Gary Hadden voted no.

A motion was then made by Chuck Grebloski and seconded by Josh Steingraber to authorize the Solicitor to prepare a policy citing various parameters that would need to be adhered to by the Public Works Foreman. The vehicle is not to be used to travel to and from work until such policy has been enacted. Vote 2:0 Gary Hadden voted no.

Secretary Berger stated that the township has been selected for the Berks County Commissioner's On The Road meeting for September 26, 2024. More information will be given as the date gets closer.

UPCOMING MEETINGS/INFO:

February 12 – 6 p.m. – NBRPD Commission meeting
February 15 – 7 p.m. – Planning Commission
March 5 – 7 a.m. - worksession
March 7– 7 p.m. Supervisors meeting

ADJOURNMENT

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to adjourn the monthly meeting at 10:55 a.m. Vote 3:0

Respectfully

Kim Y. Berger
Secretary