

March 7, 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 7 p.m. by Vice-Chairman Josh Steingraber in the Ontelaunee Township building, with Board Supervisor Chuck Grebloski present. Gary Hadden was absent**

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

Visitors- Kenny Stoudt, Vernon and Kathleen Crammer, Heather Hanna, Bob Dempsey, Tyler Faust, Zac Arnold, Nona Geiger, Thomas Geiger, Larry Geiger, Ryan Adam, Jeremy Hoagland, Michelle Huber, Eric Huber, Ashley Witman, Tara Jacoby, Mary Beth Lemon, Jim Lemon, Chief Keiser, Karl Lippold, Kenny Quell

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the minutes from the February 5, 2024 regular meeting. Vote 2:0

**FIRE DEPARTMENT** – February report was submitted

**POLICE DEPARTMENT** – January written report was submitted

**BUSINESS FROM FLOOR** - Vice-Chairman Steingraber stated that he probably knew why a lot of residents have come to the meeting. Mr. Steingraber thanked the audience for coming to the meeting and encouraged them to come to the meetings more often, not just when social media is running rampant with rumors. Mr. Steingraber stated that if members of the audience were here regarding the plowing of the State Roads by the township and the grass mowing contract, he wanted to let everyone know that the supervisors were reviewing the state contracts to find out the costs, such as labor time and fuel costs etc. The supervisors were performing their due diligence for the residents and would not be doing their jobs if they just approved every contract without knowing the circumstances. Residents in the audience did question what they had heard and seen on Facebook. The supervisors encouraged everyone that if they see something on social media, before jumping to the worst case scenario, contact the township office to find out the truth of what is really going on. The grass mowing contract is on the agenda for discussion. In addition, the winter maintenance contract with the State will not be acted upon until such time as the Township receives a contract for review. The winter maintenance contract expires April of 2025. Residents did mention that the safety for all concerned is a major issue. Mr. Grebloski reiterated to the residents that no one should take social media seriously because most of what is on social media is rumors or half-truths. Mr. Grebloski stated that the residents can call him and ask him anything and thanked everyone for coming.

It was also mentioned that the township is looking into the possibility of recording the meetings and posting them to be viewed at a later time.

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Mr. Hoagland asked about the status of Gary Hadden as a supervisor. He has heard he is living out of state and is not present this evening. In addition, again thru other residents Mr. Hoagland has heard that Hadden is not truly living in the township.

Solicitor Magovern stated that based on the information provided to the Township regarding the residency of Mr. Hadden, the Township has no evidence demonstrating that Mr. Hadden has established his residency in Florida. Without objective evidence, the Board has no legal grounds to seek Mr. Hadden's removal as Supervisor at this time.

The supervisors are aware of the situation and the social media posts and hope that the right thing will be done in this matter.

Kenneth Stoudt questioned if the properties at Reitnouer and Epting Tract will have the weeds/grass cut his year as last year it was done very infrequently on the Epting tract and not at all on the Reitnouer property. Secretary Berger will turn this over to the Code Enforcement Officer. Redners retention pond was also mentioned, however, Mr. McMullen stated that he believed that was a natural rain garden/retention pond and the area is not to be cut but allowed to be natural.

Mr. Larry Geiger asked if there was something that could be done about noxious weeds from Ashley becoming a problem on his farm. Secretary Berger will advise the Code Enforcement Officer.

Mr. Karl Lippold stated that there is a problem with the Trailer Park next to his property putting 55 gallon drums on his property as well as the property owner putting grass clippings on his property. Secretary Berger will have the Code Enforcement Officer contact him to meet with him.

**TAX COLLECTION:** A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the Tax Collector report for February 2024. Vote 2:0

Real Estate Taxes -	\$ 0.00
Real Estate Interims -	\$112.59
Street Light Tax -	\$ 0.00

#### **February 2024 Public Works Daily Log**

February 1 Cleared all current PA One Call tickets. Completed the end of month Public Works reports. Installed delineators on Ida Red Drive. Torched a bent plow shoe bracket on the Trk #6 Fisher snowplow and welded a replacement bracket to the moldboard. Installed manhole protection rings @ 15 Koch Rd. and Margaret St. Participated in an LTAP webinar (1-hour) with the topic of PennDOT municipal services. Replaced the solenoid on the sensor faucet in the township building men's restroom after receipt of the Sloan part. Received (1) load of rock salt @ 23.35 tons. Comfort Pro Heating and Cooling completed the township building heating system repairs @ 1645.

February 2 Received (5) loads of rock salt @ 116.95 tons. Purchased a 110-volt submersible pump @ Stoney Creek Rentals. Reviewed the Comfort Pro proposal for a future overhaul of the township building heating system. Formulated a plan with the Maiden creek Twp. Public Works Dept. for a joint effort in crack sealing township roads including equipment use, material, and labor. Contacted Deer Country- Adamstown regarding diesel exhaust fluid code faults on the John Deere 6130R.

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February 5 Contacted Comfort Pro Heating and Cooling to replace the leaking hot water circulator motor and pump for the township building boilers #1 and #2. Weekly hydrant flushing routine. Spread (16) yards of millings on the Bowers Rd. washout sections. Attended the monthly Township Board of Supervisors meeting.

February 6 Loaded an unused length of 6" ductile iron pipe left behind by Blooming Glen Contractors @ Lift Station #2. Cleared the storm drainpipe under Snyder Rd. @ the intersection of Berkley Rd. Cleared fallen limbs blocking outfall #24 on Willow Creek Rd. Opened the drainpipe beneath Snyder Rd. @ Bowers Rd. Rip Rap S. Canal St. and Orchard Lane. Investigated a stormwater concern @ 453 Indian Manor Drive.

February 7 Attended a free half-day PSATS LTAP training with the topic of public works safety. Cross-trained with Maidencreek Township and their crack sealing machine on W. Wesner Rd.

February 8 Continued the Crafcro crack sealer demonstration with Maidencreek Township on W. Wesner Rd. Installed a new cover plate on the Holmes landscape trailer for the LED wiring. Installed a "No Dog Waste" sign @ Lift Station #2.

February 9 Delivered a water service termination notice to Nantucket Drive. Cold patched potholes on Willow Creek Rd. Litter collection on Willow Creek Rd. Cleared debris from a storm drain on Willow Creek Rd. Added 1.71 tons of R-4 Rip Rap stone to the shoulder of Indian Manor Drive. Added approximately a ton of reclaimed 1/4" stone to the Willow Glen playground walking path.

February 12 Payroll. Weekly hydrant flushing routine. Met with Essig Plumbing and Antietam Pump in the mechanical room of the township building. Installed and tested all snowplows. Fueled vehicles and loaded rock salt for the impending snow event. Pre-trip inspections of all vehicles with no defects noted. Contacted part-time snowplow operators for duty.

February 13 Winter maintenance services (snowplowing) on all local roads and state-owned roads as per contract. Down trees on Ohlinger Rd. (SR 4031), Birch Hill Rd., and S. Riverside Drive. Snow removal @ the township building parking lot and sidewalks. Cleared snow from all Lift Stations and the township-owned sidewalks in the Willow Glen subdivision.

February 14 Spot Road salting as needed due to overnight freezing temperatures and snow melt. Emptied all residual rock salt from the vehicles and washed. Post-trip vehicle inspections. Welded the tailgate rod on the dump body of Trk #7. Removed a bent wheel from Trk #5 and straightened. Marked and drilled the Trk #5 snowplow for cut down. Replaced the worn trip spring shoulder bolts on the Trk #1 snowplow. New cutting-edge plow bolts on Trk #4. Responded to an emergency Pa One Call ticket on Gernant's Church Rd. @ the Leesport Auction.

February 15 Advance Auto Parts for 22-inch winter wiper blade replacements. Aired all vehicle tires with a new and accurate tire chuck and gauge. Returned leaking acetylene tank to Linde for exchange. Chop sawed the Trk #5 Meyer Road Pro snowplow snow foil to construct a straight-edged 9-foot unit. Fabricated and welded new gussets to the same.

February 16 Pre-trip inspections of all snow removal vehicles. Loaded rock salt. Completed winter storm preparations. Alerted part-time snowplow operators. Spot salted minor snow drift areas on Ontelaunee Drive. Test ran all chainsaws.

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February 17 Snow plowing on all township-owned roads and state-owned roadways as per contract. Cleared the township building parking lot and sidewalks.

February 19 Weekly hydrant flushing routine. Spot plowing and rock salting snow drifted areas including Ida Red Drive, Ontelaunee Drive (SR 4029), and Ohlinger Rd. (SR 4031). Post-trip inspections of all snow removal vehicles. Replaced (1) missing plow bolt on Trk #7. Replaced broken plow lamp on Trk #5. Shoveled all Lift Stations and the Park area sidewalks. Emptied salt from V-boxes and dump bodies. Received and reviewed a quotation from Antietam Pump for the replacement of the township building well tank. Mitigated leaking relief valve on the #2 boiler of the township building heating system.

February 20 Finished welding the moldboard of the Trk #5 Meyer snowplow and painted. Continued washing salt from the vehicles. Installed manhole protection rings on Berkley Park Rd., Berkley Rd., Edinboro Lane, and Margaret St. Cleared all current PA One Call tickets.

February 21 Cleared snow from the catch basin grates in the Willow Glen and Harvest subdivisions ahead of the predicted rainstorm and snowmelt. Cut overhanging tree limbs on S. Riverside Drive. Painted the garage safety shower room floor after completion of the project. Tightened a poorly grounded solenoid and installed a new asphalt-rated roll tarp on Trk #7. Checked the operation of the windshield defroster on Trk #4. Discarded old latex paint containers leftover from the township building construction after drying up the remaining contents.

February 22 Received an emergency PA One Call ticket for 133 Kindt Corner Rd. (SR1003). Hauled a pallet of packaged polyflex type 2 material from CrafcO in Hanover Township, Lehigh Co. to the township garage to be used for crack sealing the streets in the Willow Glen subdivision. Detailed the Public Works Dept. vehicles. Conducted a street sign inventory in the South side of the township.

February 23 Reviewed the operations and maintenance plans for the new bioretention swale and wet pond to be constructed on Ontelaunee Drive (SR 4029) and Edinboro Lane respectively. Reviewed the 2024 paving project documents for Bewley Lane and Gernant's Church Rd. Installed shower room clothing/towel hooks. Received, assembled, and installed a new locker room bench. Conducted a street sign survey in the North side of the township. Replaced speed limit signs on Gernant's Church Rd. and Ontelaunee Drive. Received a second emergency PA One Call for 133 Kindt Corner Rd. @ 1500.

February 26 Payroll. Weekly hydrant flushing routine. Chipped broken Norway Spruce tree branches scattered around the perimeter of the township building grounds and hauled the chips to Berks Soil & Stone for disposal. Boom mowed Peach St. in the North Pointe Business Park area. Boom mowed Ontelaunee Drive and Wiley's Rd. Met with a Kohl Brothers, Inc. representative for an additional quotation to remove and replace the leaking township building potable water tank.

February 27 Crack sealed the township building parking lot and garage lot with a borrowed CrafcO sealant melter machine. Began crack sealing Oswego Lane.

February 28 Cleared all current PA One Call tickets. Unlocked Lift Station #7 for Blooming Glen Contractors. Met with Township Supervisor Grebloski. Responded to a report of a down tree @ 135 Gernant's Church Rd. received from the Schuylkill Valley School District. Marked 187 Nantucket Drive

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and 56 Calais Drive for PA One Call tickets. Readied equipment for another day of crack sealing as the weather permits.

February 29 Monthly water meter reading. (2) water meter pits for the Forino Development. Safety briefing with the emphasis on personal protective equipment and safety data sheets. Continued hot-application crack sealing Oswego Lane.

Water/Sewer Data:

Water service termination notice= 1

PA One Call tickets including (3) emergency notifications= 17

### **February 2024 Public Works Expenditures**

Advance Auto Parts- (21) quarts of 5W30 engine oil (CARQUEST close-out)- \$91.35  
Advance Auto Parts- (6) sets of 22" truck wiper blades- \$198.56  
Advance Auto Parts- diesel exhaust fluid barrel pump- \$72.99  
Advance Auto Parts- funnel and truck wash- \$16.02  
Advance Auto Parts- trailer plug adapter (7-blade to 6-round)- \$19.46  
Berks Soil and Stone- (16) yards of millings- \$352.00  
Comfort Pro Heating & AC- furnished and installed zone damper, check valve, blower motor- \$2814.17  
Comfort Pro Heating & AC- circulator motor and pump diagnostic- \$139.00  
Comfort Pro Heating & AC- circulator motor and pump replacement- \$5910.90  
Comfort Pro Heating & AC- pressure relief valve on boiler #2- \$443.54  
Deer Country- JD 6130R trucking charge roundtrip to Adamstown for (DEF) warranty work- \$330.00  
Eastern Salt Co.- 140.30 tons of rock salt- \$10,655.79  
E.M. Kutz, Inc.- (1) replacement asphalt rated roll tarp for Trk #7- \$329.31  
Grainger- ½ inch brass pipe fittings- \$29.80  
Grainger- (2) ½ inch x close threaded brass nipples- \$6.68  
Grainger- (2) Sloan solenoid valve repair kits- \$104.28  
Grainger- (1) Sloan solenoid valve assembly- \$137.64  
Grainger- vinyl safety sign- \$6.27  
Grainger- blank octagon electrical box cover- \$1.33  
Grainger- Class 2 size large safety vest for the Foreman- \$42.94  
Grainger- 5-gallon bucket of truck wash- \$78.42  
Grainger- (6) bathroom hooks- \$21.12  
New Enterprise Stone & Lime Co.- 1.52 tons R-4 Rip Rap stone- \$26.37  
New Enterprise Stone & Lime Co.- 1.71 tons R-4 Rip Rap stone- \$29.67  
PA Rural Water Association- annual membership dues- \$674.00  
Kuzan's True Value- (2) quarts SAE 30 (compressor oil); impact driver set- \$32.97  
Kuzan's True Value- ½ inch hammer drill rental and 1/2x6 inch masonry bit- \$23.79  
Lacal Equipment- (70) plow bolts- \$53.66  
Lift, Inc.- 14" cut off saw blade (metal)- \$10.99  
Sherwin-Williams- (25) disposable medium mesh strainers- \$15.94  
Stoney Creek Rentals- 2" submersible pump and 2"x 50-foot discharge hose- \$435.98  
Stoney Creek Rentals- Milwaukee M18 4 ½" grinder replacement- \$129.99  
Stork's Plows- Meyer snowplow lamp kit- \$380.00  
Village Motors, Inc.- (1) 19.5" spare steel wheel- \$245.00

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Weaver's Commercial & Industrial Supply- (49) bags of snow shield ice melt- \$391.51

Weaver's Commercial & Industrial Supply- Chapin push salt spreader- \$179.99

Total outgo= \$24,441.43

Fuel Consumption:

Unleaded regular gasoline= 52.01 gallons

On-road diesel= 216.93 gallons

John Deere 320P= 28.33 gallons of diesel

John Deere 6130R= 27.62 gallons of diesel

Crafco hot-applied sealant melter= 25.17 gallons of diesel

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the sale of the Kubota #F3680 to the highest bid of \$21,100.00. This equipment had been placed on Municibid for sale. Vote 2:0

Most of the discussion regarding the mowing contract with PA DOT was discussed under the Business from the Floor above. Therefore, a motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the mowing contract with PA DOT for 3 years, expiring December 31, 2026. Total for the three years from PA DOT would be \$10,634.88. Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the quote of \$5,700 from Opa's Water Conditioning and Plumbing to replace the pressure tank for the water system in the township building. Vote 2:0

## **Engineers Report February 2024**

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

#### **1. McIntosh Farms II**

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

ARRO reviewed and provided comments to Attorney Magovern's office regarding the Street Light Agreement.

The Township and ARRO reviewed off-site improvements to Ida Red Drive with the developer. Areas of product segregation are present. The resolution presented by the developer is pending ARRO's and the Township's utility foreman's review.

#### **2. Harvest and Willow Glen Developments**

The maintenance period for the developments was previously erroneously reported as expiring in April 2024. The letters of credit ran to February 4th, 2024 and have since been returned to the developer.

#### **3. St. Luke's Land Development**

All conditions of plan approval and agreements have been received. Upon receipt of executed plans the Township Planning Commission and Board of Supervisors can execute the plans and release them to the developer for recording.

#### **4. Willow Creek Farms (Gaspari Tract)**

A recommendation regarding acceptance of an extension to the 90-day action period is listed on the agenda.

The developer's request for rezoning a portion of land from R-2 to C is listed on the agenda for discussion.

**5. Epting Tract Subdivision**

A revised plan was received and reviewed at the Ontelaunee Township Planning Commission meeting held on February 15, 2024.

A revised submission was received and will be reviewed with comments being provided for the Ontelaunee Township Planning Commission meeting to be held March 21, 2024.

PADEP denied the developers claim of deemed approval of the sewage facilities planning module.

**6. Reitnouer Land Development Plan**

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

**7. Crow Holdings Land Development (CHI) – No activity since last report.**

*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. Bowers Road Project - Attorney Magovern's office forwarded the right-of-way acquisition documents to the City of Reading for review and execution. ARRO discussed the documents with the City Engineer with Attorney Magovern's office revising the deed of dedication based our discussion. The document is proposed for the Council meeting of March 25<sup>th</sup>.

ARRO is responding to the third submission comments received from PennDOT. The deed of dedication for the parcel must be submitted to PennDOT prior to HOP issuance.

- c. Documents for the 2024 Road Project were revised and approved by PennDOT. Bids are scheduled for opening at the Supervisors meeting of March 7<sup>th</sup>.
- d. Craig Ness and Andrew Tuleya of ARRO met with Township staff at the Township building on 1/9/24 to discuss 2024 action items related to the GIS utility mapping project. During the meeting ARRO reviewed the data that was collected under the 2023 utility mapping project and identified areas where utility features were not verified with a GPS unit due to inaccessibility or where features were not visible based upon the location identified within the previous mapping. ARRO staff also worked with Township staff to provide the updated utility maps on all staff computers. ARRO and Township staff discussed automating PA One Calls to be populated within the Township's GIS and to set up notifications for staff to review PA One Calls using a field tablet. The Township staff would like to wait to begin using this tool until after all outstanding (inaccessible/not visible) feature locations are verified in 2024.

The Township previously provided ARRO with site plans, as built plans, and other drawing documents to be used to update attribute information and location configuration for sub-surface utility features. ARRO proposes reviewing these documents under the On Call GIS Service Contract in order to identify what properties have sufficient documentation to add/update missing/incomplete attribute information as well as subsurface conveyance information. ARRO estimates the cost for this effort as outlined below and will proceed with the tasks unless otherwise directed.

- 1. Review provided documents and identify areas/properties where attribute information can be updated based upon provided documents. Identify properties where documentation was not identified, Township staff to confirm the correct reference document based upon address. Meet with staff to review additional documents required / confirm document name for specific properties/locations where attribute/utility information. The estimated cost to complete this task is \$1,975.00.
  - 2. Create layers for staff to confirm utility ownership between the Township, Leesport Borough, and RAWA. Meet with staff to review ownership designations and, update feature ownership information based upon staff input, train staff on how to note locations that are cleared/identified for GPS feature collection. The estimated cost to complete this task is \$1,975.00
- e. ARRO reviewed a reported stormwater drainage issue in the vicinity of 435 Indian Manor Drive. Upon review it appears to be an area of low lying property of the existing natural drainage way (potentially wetlands). The pipe under Indian Manor Drive is present in the current state since at least 2015. Unless the Township utility foreman indicates this is an area of frequent flooding occurrences or directed by the Supervisors, ARRO will not conduct any calculations regarding drainage area or the adequacy of the existing pipe.
  - f. A Street Opening permit for 44 Wingco Lane was withdrawn. The Applicant, UGI, performed all of the work outside of the Township right-of-way.

**10. Water System Engineering & Reporting**

- a. ARRO and Township staff prepared and submitted documents as requested by PADEP staff as a result of the December 19, 2023 water system inspection and document review. The DEP requested some additional information on February 21, 2024. ARRO is working on addressing



their requests and anticipates having a response to the DEP by March 19, 2024.

**11. Sanitary Sewer System Engineering**

- a. As a result of the meeting 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 is being prepared. Upon completion of the revisions the documents will be submitted to PADEP to include that the proposed encasement will be considered a permanent repair and no further repairs or relocation will be conducted.

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. Sample results and exceedance notifications for Materion and Cambridge Lee were reviewed by ARRO and Township staff.
- d. ARRO staff is preparing the annual tributary Chapter 94 reports. The reports will be provided to the respective authorities within the requested timeframes. The Maiden Creek Township Authority Report has been submitted, and ARRO anticipates submitting the Leesport Borough Authority report by March 15, 2024.
- e. A conference call was held with Township staff, ARRO and PFM regarding draft calculations for the sanitary sewer rate review. Additional models are being prepared for review.
- f. ARRO received an inquiry as to the purchase of an additional 50 EDU's for connection to pump station #7. Calculations are being prepared to determine the existing capacity of the pump station and available EDU's. In discussion with Attorney Magovern's office it was determined that any available capacity would have to be first offered to the developer's of the Epting Tract.

**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.
- b. Operations personnel performed the following additional services.
  - 1. Escorted Envirep for the bi-annual service at PS #1, 2, 3, 4, 6.
  - 2. Reviewed the replacement of the high-level float by Envirep at PS #2.
  - 3. Reviewed the replacement of wear plates and impellers by Envirep at PS #4 and #7.

4. Coordinated cleaning of PS #7 and removal of a clog (pvc cap).

Mr. McMullen opened the 2024 Road Project bids for Bewley Lane and Gernants Church Road.

**The bid tab is as follows :**

<b>Construction Master Services, LLC.</b>	<b>\$168,345.00</b>
<b>H &amp; K Group, Inc.</b>	<b>\$160,617.60</b>
<b>New Enterprise Stone &amp; Lime</b>	<b>\$174,063.40</b>
<b>Sacks &amp; Sons, Inc.</b>	<b>\$169,009.34</b>

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to award the bid to the lowest responsible bidder after review and approval from the solicitor and the engineer. Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to acknowledge a time extension to the developer of the Epting Tract until June 6, 2024. Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to acknowledge a time extension to the Seven Development Group, the developer of the Gasperi Tract until June 21, 2024.

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to contribute \$16,242 to Maidencreek Township Authority as the township's portion of the costs associated with flood damage expenses from the 2023 flood. If Maidencreek should have any insurance reimbursement for the expenses, Ontelaunee would then request to be reimbursed a portion of their contribution. Vote 2:0

**MS4:** Nothing to report

**SOLICITOR :**

Discussion was held regarding the street light agreement with Forino for the installation of street lights in McIntosh whereby Forino will be responsible for the payment of the electricity until such time as the streetlights and the roads were dedicated to the township. There were a few minor changes to the agreement. A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the street light agreement. Vote: 2:0

Discussion was held regarding the Ordinance dealing with "C" General Commercial district and the ordinance amending the zoning map for to change the zoning classification for a portion of a parcel of land and changing it from R-2 to C. This ordinance had been reviewed. A motion was made by Josh Steingraber and seconded by Chuck Grebloski to authorize Kim to send the ordinance and the zoning map to the Planning Commission. After the planning commission has reviewed it, the ordinance will come back to the Board of Supervisors and then it will be sent to the Berks County Planning Commission prior to coming back to the Board for a public hearing. Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to authorize the solicitor to prepare a draft resolution amending the policy whereby any customer who reaches \$300 of outstanding

invoices for water/sewer or has not paid their bill for six months be subject to shut off notification. Vote 2:0

**CODE ENFORCEMENT** – February report

**EMA COORDINATOR** – working on updates

**POLICE COMMISSION** – Mr. Grebloski

**PLANNING COMMISSION** – Meeting held – no motions given

**EXPENDITURES**

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve expenditures for the month of February in the amount of \$282,429.37. Vote 2:0

General	\$164,549.25
Water	\$ ,36,573.50
Sewer	\$ ,81,306.62

**BILLS LIST - FEBRUARY 2024**

21st Century Media - Philly Cluster	122.03
Advanced Auto Parts	370.65
Albright College, Center for Excellence	200.00
ARRO Consulting, Inc.	16,869.78
Berks County Public Works Association	125.00
BERKS COUNTY TREASURER	442.21
Berks Soil & Stone	352.00
Capital Blue Cross	4,086.91
Comfort Pro, Inc	9,307.61
COUNTY PLUMBING & ELECTRIC	1,581.21
Deer Country Farm & Lawn Inc.	330.00
Delaware Valley Regional Finance Authori	2,037.60
E.M.KUTZ, INC.	329.31
Eastern Salt Company Inc.	10,655.79
Elan Financial Services	1,104.77
Elite Fuel Service, LLC	3,982.61
Grainger	428.48
H. A. Thomson Co.	9,917.00
Hartman Valeriano Magovern & Lutz P.C.	3,961.00
J.P.Mascaro & Sons	997.52
JB Environmental Services LLC	275.00
Kraft Municipal Group Inc.	5,109.88
KUZANS HARDWARE	76.26

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Lacal Equipment Inc.	53.66
Leesport Borough Authority	51,024.60
LIFT, Inc.	10.99
Long, Barrell & Co., LTD.	4,562.50
M.J. Reider Associates Inc	2,204.15
Maidencreek Township Authority	17,128.56
Met Ed	6,481.01
MET ED	2,157.89
Nationwide	624.80
Nester's Sanitation Inc.	195.00
New Enterprise Stone & Lime Co	56.04
NORTHERN BERKS REGIONAL POLICE DEPT.	85,042.63
OPA's Water Conditioning & Plumbing	2,850.00
PA Rural Water Assc.	674.00
PA Townships Health Insurance	1,641.60
Reading Area Water Authority	30,116.89
Reading Office Maintenance	330.00
Rhoads Energy Corporation	2,657.72
Rieck's Printing	45.00
SAM'S MASTERCARD	28.96
Schultz Technology Solutions	151.00
Sherwin Williams Co.	15.94
Stoney Creek Rentals	565.97
Stork's Plows	380.00
TELCO, INC.	51.85
VERIZON	42.22
W. B. Mason Co. Inc.	102.27
Weaver's Ace Hardware	571.50
TOTAL	282,429.37

### **OLD BUSINESS**

A motion was made by Josh Steingraber and seconded by Chuck Grebloski ratifying the approval of a repair to the boiler circulator pump by Comfort Pro in the amount of \$5,910.90 which was an emergency repair. Vote 2:0

### **NEW BUSINESS:**

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the energy management program with ProAsys, maintaining the hot water boiler at a quarterly rate of \$276.25. Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the special event permit for Quintas Las Cabanas to hold a Cinco de Mayo event on May 4, 2024 at their campground with a rain date of May 5<sup>th</sup>, 2024 and for the organizer to meet certain conditions. Those conditions

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being security being on site as well as having certified emergency personnel on site for medical issues. Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the special event permit for Quintas Las Cabanas to hold the Berks County Taco Fest on May 18 and 19, 2024 at their campground and for the organizer to meet certain conditions. Those conditions being security being on site as well as having certified emergency personnel on site for medical issues. Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the Polling Place agreement with Berks County. No usage fees will be requested. Vote 2:0

Discussion was held regarding the use of the township vehicle by the Public Works Foreman. Solicitor Magovern had drafted a policy for this use and it was reviewed by the Supervisors. After further review of the topic, a motion was made by Josh Steingraber and seconded by Chuck Grebloski to rescind the following motions that were approved on February 5, 2024:

- 1) 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
- 2) 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

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve a revised salary for Rachelle Freeman after her 120 days of probation –she shall be salaried at \$59,500 per year. Vote 2:0

At this time a member of the audience, Ryan Adam of Beechwood Drive stated that he had his mailbox damaged by the Township snowplow. This mailbox cost \$1,000 to erect. Mr. Grebloski asked when this occurred and Mr. Adam stated that he was unsure of the date, but it was after the last snow. Mr. Adam stated that he had called the township and someone from Public Works had come out and looked at it. The rep who came out stated that he didn't think the township plow hit it as well as stated that since it was in the right-of-way there was nothing he could do about it. Mr. Adam was emailed a copy of the snow policy. Mr. Grebloski will look into the situation and speak to the Public Works Foreman.

#### **UPCOMING MEETINGS/INFO:**

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

March 21 – 7 p.m. – Planning Commission

March 29 – OFFICE CLOSED

April 2 – 7 a.m. - worksession

April 4– 7 p.m. Supervisors meeting

#### **ADJOURNMENT**

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to adjourn the monthly meeting at 8:45 p.m. Vote 2:0

March 7, 2024

Respectfully  
Kim Y. Berger, Secretary