

October 3, 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 Supervisor Chuck Grebloski in the Ontelaunee Township building, with Supervisor Josh Steingraber present.

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

Visitors- Kenneth Stoudt, Heather Hanna, Chief Jim Keiser

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

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to appoint Jeremy Hoagland as a new Board Supervisor to fill the unexpired term of Gary Hadden until the term expires December 31, 2026. Vote 2:0

Kim Y. Berger, Secretary/Treasurer called for the nomination of Chairman of the Board.

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to appoint Chuck Grebloski as the Chairman. Vote 2:0

Meeting was turned over to Chairperson.

Call for nominations for Vice Chairman

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to appoint Josh Steingraber as the Vice-Chairman. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to accept the resignation of Jeremy Hoagland from the Zoning Hearing Board effective October 3, 2024. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to appoint Jeremy Hoagland to the Planning Commission to fill the unexpired term of Gary Hadden until the term expires December 31, 2026.

FIRE DEPARTMENT – no report

POLICE DEPARTMENT –No report

BUSINESS FROM FLOOR:

Kenneth Stoudt was present to make a complaint about the way the trees were cut along Ontelaunee

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Drive at the Leesport Gun Club. Mr. Stoudt stated that there was debris left behind. The foreman will be notified. Also Mr. Stoudt stated that they should not have gone that far into the trees and if someone would have called someone to trim them nicely. It is unsightly the way it was done.

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

Real Estate Taxes -	\$3,003.57
Real Estate Interims -	\$ 994.18
Street Light Tax -	\$ 0.00

September 2024 Public Works Daily Log

September 1, 2024- Sunday

September 2, 2024- Labor Day Holiday

September 3, 2024- Attended my weekly classes for my water certification. Checked and cleared PA One Calls. Then started our weekly hydrant flushing. After that went to the parks to change out the full trash bags and groomed the baseball field. Then mowed all the pump stations, north point property, and Bewley Retention. After that the guys mowed and weed whacked the township building.

September 4, 2024- Checked and cleared PA One Calls. Then checked out an issue with a manhole lid in between Leesport Diner and Storcks. After that went to Berkley Road and S. Riverside to trimmed back all the trees that stuck to fair into the road or that would hang low during the winter. All the chips were hauled off to Berks Soil & Stone.

September 5, 2024- Checked and cleared PA One Calls. Delivered Shut Off Notices for the water department. Took care of roadkill that was on Ashley Drive and Ontelaunee Drive as well. Replaced the police side kitchen's trap that was clogged with debris. On Kerns Rd, Perry Township removed a tree during one of our major storm events but left it on the side of the road making it an eye sore for the property parallel to it. So, we decided to remove it by cutting it up and hauling it away.

September 6, 2024- Checked and cleared PA One Calls. After that the crew went to park Rec A to take care of a situation with a park bench that was facing into someone's back yard, so we decided to rotate the park bench. Then we took the static pressure of our water line for the engineers at the end of the line on IDA Red. After that we continued our project from yesterday on Kerns Rd.

September 7, 2024- Saturday

September 8, 2024- Sunday

September 9, 2024- Checked and cleared PA One Calls. Continued our weekly hydrant flushing. After that checked the parks trash, changed the full ones out and groomed the baseball field. Boom mowed and weed whacked guard rail on Wiley's Rd but did not finish. Boom mowed Ontelaunee drive but could not finish today.

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September 10, 2024- Checked and cleared PA One Calls. After that I got a complaint about lack of visibility at the on Gernants Church Rd and Cider Mill. We decided to trim back the tree of all over grow branches that was causing the issue. We chipped everything that we trimmed and hauled away to Berks Soil & Stone. After that we continued trimming down Gernants Church Rd until we hit a yellow jacket underground nest and decided to stop the trimming until they settled down. I went back and sprayed the area of the incident. After that the crew went out to continue boom mowing on Kerns Rd and while using the machine an error came up on the screen for fuel injector # 1 had very low flow. Once the error screen popped up the guy immediately returned in back to the shop. E.M Kutz called me for information on our new freight liner that they are working on, so I stopped by to answer all their questions about the project.

September 11, 2024- Checked and cleared PA One Calls. Called Deere Country about getting the boom mower tractor serviced and tomorrow they will be picking the mower up for servicing. The crew went out to continue trimming back more of our roads for visibility and aesthetic on Ontelaunee Dr. Took all our chips to Berks Soil & Stone.

September 12, 2024- Checked and cleared PA One Calls. Sent the crew to go mow and weed whack all the pump stations and Hannibal Ln. Had a meeting with Penntex Construction regarding our sewer line, contacted our engineer to get a hold of them to discuss the issue. After that tried to locate our main sewer line but realized that there is no tracing wire on the line so I can not locate it without digging. Spoke to Chris Hemming and he is going to assist us on Monday to locate the line.

September 13,2024- Checked and cleared PA One Calls. Checked and replaced full trash bins at both parks. After that attended Ex. Supplies training course that took the whole day showing us new methods and new equipment that are being used.

September 14,2024- Saturday

September 15,2024- Sunday

September 16, 2024- Checked and cleared PA One Calls. After that sent the crew to do our weekly hydrant flushing. Then they went and groomed the park, as well as replacing the full bags of trash at both parks. We installed new water meters for the water department. We found were our manhole lid for our air release for the Penntex project. Now tomorrow Chris H. will be here to locate and trace the line for us.

September 17, 2024- Had my class today for my water certification. Checked and cleared PA One Calls. After that the crew meet up with Chris H. to locate our main sewer line for Penntex. They located it and let Penntex know about it. Then the crew went to install the new taillights on the trailer that had to be replaced as well as the taillight to the woodchipper. Then the crew went and took all our found tires and took them to be recycled. After that they weed whacked some guard rails that were getting overgrown. CertaPro called to tell me that that parks basketball court was completed.

September 18, 2024- Checked and cleared all PA One Calls. Started of the day doing our water values exercise project. Had to stop that project to take care of an issue that accord on Berkley Rd with the project with the bridge. After that we took care of another issue that accord with our automatic flushers that weren't dechlorinating. That issue has been resolved. After that continued with our valve exercise.

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September 19, 2024- Checked and cleared PA One Calls. Had a meeting today with Exeter Supplies regarding the check valves on the meter pits. Had the guys fix the wallpaper that was starting to peel off the wall in the meeting room at the township. They also replaced the stained ceiling tiles in the meeting room. After that they continued our valve exercise for the township. We received our shipment of meter pits today from Exeter Supplies.

September 20, 2024- Checked and cleared PA One Calls. After that we put away all the merchandise from Exeter Supplies that we received yesterday. Our part timer went to mow all the pump stations/ north point/ Hannibal Ln/ township building. The rest of the crew went out to continue our valve exercise project. We also made sure that both parks' trash was replaced if they were full.

September 21, 2024- Saturday

September 22, 2024- Sunday

September 23, 2024- Checked and cleared PA One Calls. Set the crew out to do the weekly hydrant flushing. After that they checked the parks' trash and replaced any that were full. They also groomed the baseball field before it started to rain. Due to the rain, I had the crew wash vehicles and detail the interior. I decided to start moving the shop around and consolidate to make room for our new freight liner truck.

September 24, 2024- Attended my water certification course for the day. The crew checked and cleared PA One Calls. The crew went out and set up for National Night Out. After that they continued detailing and washing the rest of the vehicles. They also checked all fluids and tire pressure in all our vehicles. After that they finished the day by cleaning up the shop.

September 25, 2024- Checked and cleared any PA One Calls. After that we installed a light for the police for their gun cleaning station. Once finished we went and picked up everything that was left at Nation Night Out and brought it back to the township building. While consolidating the shop I received a call from Penntex about a sink hole that was forming on Ontelaunee Drive across the street from the township building at the first storm drain. I contacted our engineer to inform him of the matter, he sent out an email to Schlouch about that matter waiting for a response. In the meantime, we coned off the one side of the road and installed the proper signage for the situation. To finish up the day we decided to purchase wood so that we can make more shelves in the shed garage.

September 26, 2024- Checked and cleared Pa One Calls. Today we spent the whole day making shelves in our shed garage and continued consolidating more of our items. Spoke with Penntex regarding the repair on Ontelaunee Drive sinkhole, they are informed to always maintain one side of the road open for the traffic for residents and businesses. The project will start tomorrow morning at 7:00 am.

September 27, 2024- Checked and cleared PA One Calls. Penntex started their project on Ontelaunee Dr, dug down until they got to the sink hole. Filled with flowable fill and is going to finish it on Monday. We continued to consolidate the shop and looked at the flagpole light that was out. We replaced the light bulb on the flagpole but order the LED's light fixtures to replace the old ones out of the flagpole light fixtures. Called our part time seasonal blower and found out he will not be able to blow for us this season.

September 28, 2024- Saturday

September 29,2024- Sunday

September 30, 2024- Checked and cleared PA One Calls. After that did our weekly hydrant flushing and our monthly meter reading. After that checked and replaced any full cans of trash, as well as groom the baseball field. After that had an appointment to open a vault for them to do their flow meter testing. While I was at the appointment, the guys went and took the freight liner to E.M Kutz to get a new access door welded on. From there they went to pick up our new LED light fixtures for the flagpole outside of the police main entrance and installed new LEDs at the flagpole. We also checked out an issue at a property with possible tampering of the water meter, was not access to property, now have an appointment for tomorrow at 7:30 am.

Foreman Report September 2024

Worked Performed

- PA One Calls
- Mowed Rec A & B
- Mowed Township Building
- Mowed Sewer Pump Stations
- Mowed Bewley retention pond
- Mowed North Point
- Equipment Maintenance and clean up in shop
- Empty trash at Rec A & B
- Park Maintenance
- Weekly Hydrant Flushing
- Mowed Township with Boom Mower
- Removed debris/roadkill off roadways
- Water Reading for billing
- Delivered Shut-Off Notices
- Vehicle Maintenance
- Heavy Equipment Maintenance
- Maintenance of township building
- Trimmed Trees away from roadway
- Installed Water Meters
- Assembled equipment
- Quotes for Jobs

Fuel Used

- Truck #1- \$285.27
- Truck #2- \$149.68
- Truck #5 - \$0.00
- Truck #6 - \$96.01
- Gasoline Cans- \$80.71
- Backhoe- \$0.00
- John Deere Boom Mower- \$0.00
- Wood Chipper- \$69.47

Purchases & Expenses

- Kuzan's- \$275.65
- Reading Tractor & Equipment- \$42.99
- A.D Moyer Lumber- \$315.65
- Reading Foundry & Supply CO. LLC- \$193.69
- Main Stream Industries Inc- \$160.00

Foreman

Israel Santiago

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve repairs to the V-Box spreaders at an approximate cost of \$1700 each. Vote 2:0

Engineers Report September 2024

Subdivisions and Land Development Projects

1. Miele Group Land Development

The Preliminary/Final Land Development Plan, located at the intersection of Peach Street and Ashley Way, was conditionally approved at the Supervisors September 4, 2024 meeting. The developer has not made any additional submissions regarding compliance to the conditional approval.

A motion to approve the Sewage Facilities Planning Module Exemption is listed on the meeting agenda.

2. McIntosh Farms II

ARRO conducted pre-pour inspections for sidewalk installations.

A sewer capacity allocation request was received based on a conceptual plan for the McIntosh Farms II residual tract. ARRO will review the request for allocation and communicate with the developer and or developer's consultant regarding the request. Any actions required by the Board of Supervisors will be provided under separate cover.

The developer has received a will serve from the Leesport Borough Authority approving treatment capacity for the request.

3. St. Luke's Land Development

ARRO is conducting periodic observations of project improvements.

4. Crow Holdings Land Development (CHI)

Developer representatives and ARRO will be attending the SVSD meeting on October 21, 2024 to discuss the SR 0073 intersection improvement project.

A video conference was held with the developer, RAWA, Township and ARRO representatives. The CHI developer is providing requested information to RAWA on behalf of the City of Reading regarding the easements and right of way.

5. Reitnouer Land Development Plan

Plans were provided to the Developer for recording.

A revision to the landscape plantings shown on the plan to be recorded has been proposed by the developer. The Township has also proposed additional buffer plants. A supplement to the recorded plan will be prepared by Attorney Magovern's office.

ARRO is conducting periodic observations of project improvements.

6. **Epting Tract Subdivision**

ARRO is developing the parameters/scope for upgrades to PS #7 to facilitate the development.

7. Willow Creek Farms (Gaspari Tract) – No Activity since last report.

The meeting agenda contains proposed action regarding accepting a time extension provided by the developer.

8. Gibson Land Development – No Activity since last report.

The Preliminary Land Development Plan for the Gibson parcel located north of the intersection of SR 0061 and Mohrsville Road was reviewed and tabled at the July 18th Planning Commission meeting. The developer indicated they will resubmit the plan with updates.

9. Ontelaunee Wholesale– No Activity since last report.

A Sketch Plan for Land Development has been received for the parcel encompassed by SR 0061, Snyder Road, Leesport Avenue and Berkley Road. At the request of the developer the plan was removed from the agenda of the Ontelaunee Township Planning Commission meeting held on August 15, 2024.

10. Pottsville Properties Subdivision - – No activity since last report.

A Final Subdivision Plan was received and was reviewed at the Ontelaunee Township Planning Commission meeting on July 18, 2024. A recommendation regarding conditional plan approval is listed on the agenda.

11. **General Engineering**

a. TASA Project (MS4 PRP Implementation)

ARRO prepared legal descriptions for the Maidencreek Township Authority (MTA) drainage easement and temporary construction easement. Attorney Magovern’s office was preparing the easement document and the MTA solicitor indicated they would prepare the easement document. MTA authorized signature of the easement upon completion. Questions regarding the existing drainage easement presented by the MTA Attorney were resolved via research of Attorney Magovern’s office. The MTA executed document has not been received.

ARRO representatives presented the project at the SVSD meeting held September 16, 2024. Attorney Magovern’s office prepared SVSD easement documents in advance of the September 16th SVSD meeting and revised the document regarding replacement of trees and swale maintenance as discussed at the September 16, 2024 SVSD meeting. Attorney Magovern’s office forwarded the revised document to the SVSD Solicitor. No additional comments or approval have been received from SVSD.

b. Bowers Road Project – PennDOT issued the HOP for the project.

A Notice of Intent to Award followed by a Notice to Proceed was issued to the low bidder, H & K Group, Inc.

A pre-construction meeting was held on October 3, 2024 at 10:00 a.m. at which time a project schedule was discussed. Other than clearing and grubbing activities in 2024 the project is anticipated to start in March 2025 with a required May 1, 2025 completion.

c. The annual MS4 Report was prepared and submitted to PADEP.

d. Attorney Magovern was made aware of damage that occurred to Gernants Church Road because of work being conducted at 108 Gernants Church Road. The Road Foreman is acquiring

estimates for repair of the road. Attorney Magovern will prepare a notice to the property owner regarding the cost of the repairs and violation under the Second Class Township Code.

12. Water System Engineering & Reporting

- a. RAWA has requested a workshop to discuss the pipe exposed in Willow Creek as well as agreements pertaining to water line extensions to the northern portion of the Township, including the Harvest and McIntosh Developments. To date a definitive date for this meeting has not been established.
- b. ARRO staff is conducting a review of the impact to the existing water supply and pressure with the addition of the Epting Development and McIntosh Farms II – Phase III. Forino has been contacted regarding this review of the water supply.
- c. ARRO and Township staff are coordinating the testing of meters and backflow preventers as required by RAWA.
- d. A review of the LCRR (Lead and Copper Rule Revision) PADEP spreadsheet for submittal was conducted by ARRO staff.
- e. ARRO will coordinate PADEP approval of testing at the auto flusher on Wingco Lane in lieu of the Berks Medical facility.

13. Water System Operations (ARRO Water Services)

There are no non-routine services to report.

14. Sanitary Sewer System Engineering

- a. ARRO was authorized at the July Supervisors meeting to schedule a meeting with PADEP, RAWA and Attorney Magovern regarding the exposed sewer and water pipes in Willow Creek. To date we have not scheduled the meeting.
- b. PS #7 Force Main and PS Upgrade and Modernization Project
ARRO personnel contacted Envirep to commence upgrading the pump station Omni units. No specific date for the upgrade installations has been received.
The Contractor was issued Change Order No. 7 for the project as approved by the Supervisors at their July meeting. No schedule for the additional work has been provided.
We continue to explore the potential addition of a generator at PS #8.

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the quote received from Curtis Power Solutions for the generator preventative maintenance agreement for pump stations 1, 3 and 6 in the amount of \$3,439.19. (Increase of \$251.69 from 2023) Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the Miele Land Development Sewage Facilities Planning Module Exemption. Vote 2:0

SOLICITOR :

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to authorize the Solicitor to draft and advertise an ordinance to repeal the street light tax ordinance effective January 1, 2025. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve ordinance #2024-3 amending Chapter 16, Motor Vehicles and Traffic, Article 3, Section 301, no stopping, standing or parking zones , to prohibit any person to stop, stand or park on S. Riverside Drive, the entire length. Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve Ordinance #2024-4 amending the Code of Ordinances, Chapter 10 entitled Housing to add a new Article II to be entitled “Campgrounds” to provide regulations for the rental of campgrounds Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the intergovernmental agreement with Leesport Borough and approve Resolution #2024–11 regarding the same. Vote 2:0

CODE ENFORCEMENT – no report

EMA COORDINATOR – no report

POLICE COMMISSION – nothing to report

PLANNING COMMISSION - a meeting was not held

EXPENDITURES

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve expenditures for the month of September in the amount of \$268,310.44. Vote 2:0

General	\$188,930.26
Water	\$ 37,847.66
Sewer	\$ 41,532.52

BILLS PAID - SEPTEMBER 2024

21st Century Media - Philly Cluster	434.00
A. D. Moyer Lumber	129.11
A-1 Traffic Control Products, LLC	14,541.25
ARRO Consulting, Inc.	24,417.64
ARRO Water Services	5,365.25
CertaPro Painters	2,071.00
Crime Alert Berks County	200.00
Delaware Valley Regional Finance Authori	2,037.60
Elan Financial Services	971.47
Envirep Inc	4,054.61
First Energy	7,705.30
H. A. Thomson Co.	1,764.00
Hartman Valeriano Magovern & Lutz P.C.	4,626.00

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J.P.Mascaro & Sons	1,076.75
JB Environmental Services LLC	175.00
KIM BERGER	44.50
Kraft Municipal Group Inc.	19,229.74
KUZANS HARDWARE	312.21
LB Water Service, Inc.	178.94
Leesport Borough Authority	27,145.00
M.J. Reider Associates Inc	1,579.40
Nationwide	487.32
Nester's Sanitation Inc.	195.00
NORTHERN BERKS REGIONAL POLICE DEPT.	85,042.63
PermAward	76.32
POSTMASTER	363.71
ProAsys	276.25
Reading Area Water Authority	32,103.54
Reading Foundry & Supply Co. LLC	193.69
Reading Office Maintenance	220.00
Reading Tractor and Equipment	42.99
Rhoads Energy Corporation	2,101.18
Rieck's Printing	2,390.00
Schultz Technology Solutions	252.25
T. M. Bailey Services, LLC	240.00
TELCO, INC.	150.00
UNION FIRE CO. #1 OF LEESPORT RELIEF ASS	26,047.92
W. B. Mason Co. Inc.	68.87
TOTAL	268,310.44
GENERAL	188,930.26
WATER	37,847.66
SEWER	41,532.52

OLD BUSINESS:

NEW BUSINESS:

Discussion was held regarding contracting with a company for an Animal Control contract for 2025. The Board of Supervisors decided to not contract with anyone for 2025.

The township has received an estimate figure for the 2025 Liquid Fuels payment - \$111,291.85.

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the use of the township building area and copier for the field inspector and authorize that individual have a key to the building for the duration of the MS4 project in the township. Vote 2:0

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Discussion was held regarding the recent incidents that have occurred within the Schuylkill Valley School District and the need for additional Safety Protocols. The possibility of metal detectors or having a School Resource Officer was also discussed. This issue will be discussed that next SVSD board meeting.

UPCOMING MEETINGS/INFO:

October 14 - 6 p.m. – NBRPD Commission meeting
October 17 – 7 p.m. – Planning Commission
November 7 – 7 p.m. Supervisors meeting
October 31 – 6 p.m. to 9 p.m. – TRICK OR TREAT NIGHT

ADJOURNMENT

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to adjourn the monthly meeting at 7:45 p.m. Vote 2:0

Respectfully

Kim Y. Berger
Secretary