

March 6, 2025

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 Chairman Josh Steingraber in the Ontelaunee Township building with Supervisor Charles Grebloski and Jeremy Hoagland present.

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

Visitors- Adonis Illiano, Nantucket Drive, Austin Hoffert, Ken Quell, Sonia Quintero

A motion was made by Jeremy Hoagland and seconded by Chuck Grebloski to approve the minutes from the February 6, 2025 meeting. Vote 3:0

FIRE DEPARTMENT – February report was submitted

POLICE DEPARTMENT – January report was submitted

BUSINESS FROM FLOOR:

Mr. Illiano was present to discuss damage to his mailbox from January. This will be reviewed.

TAX COLLECTION: A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to approve the Tax Collector report for February 2025. Vote 3:0

Real Estate Taxes -	\$0.00
Real Estate Interims -	\$0.00

February 2025 Public Works Daily Log

Feb 1

- Saturday- OT- IS cops bathroom issue

Feb 2

- Sunday- OT- MM, IS Plowing/Salting

Feb 3

- Start time 5:00 am
- Salted/Plowed
- Township Sidewalks
- Pumpstation Sidewalks
- Park Sidewalks
- Removed Salt from vehicles
- Checked Sink Hole at South Canal St & Orchard Rd

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- Park Trash

Feb 4

- Fixed issue from the police restroom
- Picked up Milling and the tamper from Leesport
- Filled in Sink hole at S. Canal St & Orchard
- Filled in hole at Township Property near dumpster
- Maidencreek asked us to store their chipper for storage
- Hydrant Flushing
- PA One Calls
- Expense Report/ Forman's log

Feb 5

- Pre-Salted Township Roads & property
- Get equipment prepared for snow events
- PA One Call
- Shut- Off Notices
- Removed road close barricades from E. Huller
- Consolidated vehicles for police for snow events
- Cleaned up Workshop

Feb 6

- Start time 3:00 am
- Plowing/ Salting
- Salted township sidewalk
- Removed Salt from vehicles
- Washed vehicles due to salt
- Cleaned Workshop

Feb 7

- PA One Call
- Park trash
- Pump Station Snow Check
- Checked Township Roads
- Vehicles Check for Snow Event
- Leesport weather meeting

Feb 8

- Start time 6:00pm
- Saturday- OT- MM, IS, JG
- Snow Event

Feb 9

- Sunday- OT- MM, IS, JG
- End time 4:15am

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- Snow Event

Feb 10

- Payroll
- Hydrant Flushing
- Park Trash
- Salt Removed From V-boxes & Truck Bodies
- Shoveled/ Salted parks, township, pumpstations
- Inspected Township

Feb 11

- Pumpstation ice check
- Washed out vehicles
- Pre trip on Snow vehicles- checked fluids, lights, plows, spreaders
- Fuel Run
- Filled salt cans at township building
- Meeting with Arrow
- Water Certification Sent
- Received Salt Delivery
- OSB Pick up

Feb 12

- Started around 3:30 am
- Snow Event
- Plowing/ Salting
- Salt Removal from Vehicles
- Meter Pit delivered to Calais Property
- Snow Removal at parks, township building, and pumpstations
- Refilled salt cans at Pumpstations

Feb 13

- Vehicle Inspection
- Plow Inspection
- V- Box Inspection
- Ager Inspection
- Spreader Inspection
- PA One Calls
- Washed Vehicles

Feb 14

- Got Vehicles ready for snow event
- Inspected Township Roads
- Inspected Township Street Signs
- Inspected Township Delineators

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- Removed debris off roadway
- Park Trash
- Filled Hydraulic Oil on Freight Liners

Feb 15

- Saturday- OT- MM, JG
- Snow Event

Feb 16

- Sunday -OT- MM
- Police Called in Icy Spot

Feb 17

- Holiday
- OT- IS
- Police Called in Icy Spot

Feb 18

- Full-Time Applicant
- Heating Unit Issue
- Removed salt from vehicles
- Wash Vehicles
- Fixed Utility Truck Plow
- PA One Calls
- Park Trash
- Picked up truck 4 from E.M.Kutz
- Dropped off truck 4 to Highland due to passenger side mirror
- Inspected township due to high winds

Feb 19

- Heating Unit issue
- Truck #7 Hydraulic quick connection replaced
- Utility truck spinner motor replaced
- E.M. Kutz Parts Run
- Hydrant Flushing
- Kuzan's tool and supply run
- Consolidation of the workshop

Feb 20

- PA One Call
- Picked up truck # 4
- Water Meter Installation
- Started making shelves for our wood storage
- Salt Shed Repair
- Salt Delivery

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Feb 21

- PA One Call
- Pothole on Synder Rd
- Recycling Issue at township
- Harbor Freight Run
- Spinner Repair Kit
- Roadkill pick up
- Debris removal

Feb 22

- Saturday

Feb 23

- Sunday

Feb 24

- Payroll
- Park Trash
- Hydrant Flushing
- Pumpstation Work Order
- Sweep/ Mop Locker Room
- Finished wood shelving unit
- Truck # 1 oil change

Feb 25

- PA One Calls
- Leaf Pick up Township Property
- Milling on Bowers Rd
- Milling on Corner of Ontelaunee and 73
- Interviews

Feb 26

- PA One Calls
- Interviews
- Park Tree line trash pick up
- Pressure Washed outside of the garage door; a lot of debris build up
- Cleaned off truck # 1 body and bed
- Backhoe clean up

Feb 27

- Interviews
- Removed V-box from utility truck
- Removed plow off from utility truck
- Cleaned Up Utility truck
- Cleaned out bays to workshop

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- The cloudy water issue at Gernants Church Rd was a homeowner issue
- Trim Limbs removal on Ontelaunee Rd
- Water meter Reading Run
- Checked and tightened bolts for Rec B's Playground

Feb 28

- Roadkill
- Tree down on Shoemakersville Rd
- Ember Green Lights Quotes
- Park Trash
- Supply Run
- Spoke with Leesport Township
- Spoke with Bern Township

Foreman Report February 2025

Fuel Used

- Truck #1- \$321.11
- Truck #2- \$57.01
- Truck #3- \$27.74
- Truck #4- \$0.00
- Truck #5 - \$316.31
- Truck #6 – \$183.39
- Truck #7- \$235.26
- Truck #8- \$389.43
- Truck #8 DEF- \$17.00
- Gasoline Cans- 0.00
- Backhoe- \$67.69
- Backhoe DEF- \$0.00
- John Deere Boom Mower-\$0.00
- Woodchipper- \$0.00

Purchases & Expenses

- Kuzan's True Value- \$242.70
- Kantner's Tire Service Inc.- \$384.54
- A.D. Moyer- \$384.54
- Highland Auto & Truck Repair Inc.- \$742.07
- E.M. Kutz- \$242.52
- American Rock Salt Company LLC- 14,799.75
- Harbor Freight- \$55.72
- Advance Auto Parts Professional- \$133.81
- Stork's Plows- \$100.00

Foreman, Israel Santiago

Engineers Report February 2025

Subdivisions and Land Development Projects

1. McIntosh Farms III Development

A Sketch Plan was reviewed by the Ontelaunee Township Planning Commission at their meeting held on February 20, 2025. The agenda lists recommended action on the plan by the Board of Supervisors.

2. Grapenthin Minor Subdivision Plan

A Sketch Plan was reviewed by the Ontelaunee Township Planning Commission at their meeting held on February 20, 2025. The agenda lists recommended action on the requested waivers and the plan by the Board of Supervisors.

3. Gibson Land Development

A revised plan was received reviewed for compliance to the Ontelaunee Township Supervisors conditional approval granted at their January 6, 2025 meeting. ARRO's review of the resubmission was provided to the developer and the Township.

4. 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 Supervisor's September 4, 2024 meeting. The developer has made a submission regarding compliance with the conditional approval. ARRO reviewed the submission and provided plan and cost estimate comments to the developer.

When the estimate is finalized, we will forward it to Attorney Magovern for the preparation of the Improvement Agreement.

No additional communications have been received from the developer pertaining to their desire to add a vestibule to the structure.

5. Willow Creek Farms (Gaspari Tract)

A conditional use application was received for utilizing a portion of the parcel (fronting SR 222) as warehouses. Our review of the conditional use application was provided under separate covers. A conditional use hearing is scheduled for February 10, 2025, at 4:45 p.m. at the Ontelaunee Township Building.

A motion recommending acceptance of an extension of the required Supervisor action on the Preliminary Plan is listed on the agenda.

6. Crow Holdings Land Development (CHI)

The developer submitted the revisions presented to SVSD to PennDOT. Right-of-way and easement documents were provided to the SVSD prior to their workshop in February: however, they were not included on the February agenda.

A meeting was held with RAWA representatives regarding the proposed improvement and the impact to the City of Reading parcel. RAWA has provided several requests under separate cover to the Township. Ontelaunee Township provided PennDOT with the request for a speed limit reduction. No information or

determination has been received from PennDOT to date. A request for monetary contribution to algae removal at the reservoir is under review.

7. **Reitnouer Land Development Plan**

ARRO is conducting periodic observations of project improvements.

An escrow release has been received and reviewed and is listed on the meeting agenda for action by the Supervisors.

8. Ontelaunee Wholesale Development – No activity since the last report.

9. St. Luke's Land Development – No activity since the last report.

10. **General Engineering**

a. TASA Project (MS4 PRP Implementation)

Easement documents and the LPS-20 Form have been approved by the SVSD.

A revision to the easement exhibit was prepared and forwarded to MTA.

b. Bowers Road Project

ARRO has been in communication with the contractor (H & K Group) regarding submittals, survey data and DSA certification via the Berks County Conservation District.

c. The Ontelaunee Township Road Foreman, Zoning/Permit Officer and ARRO staff met with the owner of 108 Gernants Church Road and the impact to Gernants Church Road because of work conducted. Revised estimates are being requested for the roadway as well as reconfiguration of the driveway to provide a swale. The owner indicated they would most likely not be ready to commit funds for the repairs until after April.

d. ARRO representatives have communicated with the Zoning/Permit Officer and Texas Eastern regarding approvals for access points and parking along Willow Creek Road proposed as part of a maintenance project.

11. **Water System Engineering & Reporting**

- a. ARRO provided an overview of cost and equipment regarding increasing water system pressure on Ida Red Drive, east of Sunglo) under separate cover.
- b. ARRO will coordinate PADEP approval of testing at the auto flusher on Wingco Lane in lieu of the Berks Medical facility.

12. **Water System Operations (ARRO Water Services)**

There are no non-routine services to report.

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A motion was made by Jeremy Hoagland and seconded by Chuck Grebloski to approve the escrow reduction request for Reitnauer in the amount of \$2,117,293.37. Vote 3:0

A motion was made by Jeremy Hoagland and seconded by Chuck Grebloski to accept the review extension for the Willow Creek Preliminary Plan from March 22, 2025 to June 22, 2025 as provided by the developer. Vote 3:0

SOLICITOR : no report

CODE ENFORCEMENT – February report

EMA COORDINATOR – no report

POLICE COMMISSION – nothing to report

PLANNING COMMISSION -

Mcintosh Phase #3

On the recommendation of the Planning Commission, a motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the conceptual sketch plan of phase #3, subject to meeting the Arro letter dated 2/20/25 and working out zoning issues. ARRO has provided an updated review letter based upon the zoning items discussed at the Planning Commission meeting. Vote 3:0

Grapenthin minor subdivision

On the recommendation of the Planning Commission, a motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to waive Section 3.61, Section 4.11, Section 4.1419, and section 4.1502 (applicant shall generally show cottages as per discussion with PC). As stated in the request letter by John Hoffert dated February 20, 2025 to the planning committee. (*Note Section 4.1417 on the letter is not required as applicant will show that they are less than the required zoning limits.) Vote 3:0

On the recommendation of the Planning Commission, a motion was made by Josh Steingraber and seconded by Jeremy Hoagland to approve sketch plan of record of Grapenthin subdivision based on approval of waivers and Arro letter February 17, 2025. Vote 3:0

Ontelaunee Township Ordinance

Discussion of R-1 & R-2 as it relates to density properties. This item has been tabled

EXPENDITURES

A motion was made by Jeremy Hoagland and seconded by Chuck Grebloski to approve expenditures for the month of February in the amount of \$251,815.77 Vote 3:0

General	\$184,764.07
Water	\$ 38,244.10
Sewer	\$ 28,807.60

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21st Century Media - Philly Cluster	68.08
A. D. Moyer Lumber	56.85
Advanced Auto Parts	64.47
American Rock Salt Company, LLC	21,984.75
ARRO Consulting, Inc.	14,651.10
ARRO Water Services	5,400.50
Berks County Conservation District	900.00
BERKS COUNTY TREASURER	545.57
Berks County UCC Board of Appeals	300.00
Comfort Pro, Inc	3,979.87
Deer Country Farm & Lawn Inc.	159.52
Delaware Valley Regional Finance	1,720.80
DEP	185.00
E.M.KUTZ, INC.	2,635.48
Elan Financial Services	1,289.05
Elite Fuel Service, LLC	5,606.35
First Energy	6,807.13
Hartman Valeriano Magovern & Lutz P.C.	4,219.10
Highland Auto & Truck Repair	1,132.24
JB Environmental Services LLC	429.00
Jennifer McGrath	300.00
KANTNERS TIRE SERVICE, INC.	384.54
Kraft Municipal Group Inc.	14,606.21
KUZANS HARDWARE	439.31
Long, Barrell & Co., LTD.	4,736.05
Lost and Found Animal Control Services	2,500.00
M.J. Reider Associates Inc	1,177.65
Maidencreek Township Authority	18,883.92
Met-Ed	2,518.32
Nationwide	493.08
NORTHERN BERKS REGIONAL POLICE DEPT.	92,175.13
PA Rural Water Assc.	694.00
PA Townships Health Insurance	1,641.60
Pitney Bowes	1,201.60
Reading Area Water Authority	32,381.18
Reading Office Maintenance	220.00
Reading Tractor and Equipment	194.10
Republic Services #318	2,305.77
Rhoads Energy Corporation	2,468.12
Schultz Technology Solutions	217.76
Stork's Plows	100.00
VERIZON	42.57

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GRAND TOTAL 251,815.77

GENERAL 184,764.07

WATER 38,244.10

SEWER 28,807.60

OLD BUSINESS:

NEW BUSINESS:

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to approve the energy management program with ProAsys at a yearly cost of \$1,160.00 billed quarterly. This is for the township boiler system. Vote 3:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the following special event permit for Quintas Las Cabanas:

Easter Fest event on April 19 and April 20, 2025 at their campground and for the organizer to meet certain conditions. Those conditions include security being on site as well as having certified emergency personnel on site for medical issues. Proof of emergency personnel should be given to the township prior to the event.

Cinco de Mayo event on May 2nd, May 3rd and May 4th, 2025 at their campground and for the organizer to meet certain conditions. Those conditions include security being on site as well as having certified emergency personnel on site for medical issues. Proof of emergency personnel should be given to the township prior to the event.

Taco Fest event on May 17 and May 18, 2025 at their campground and for the organizer to meet certain conditions. Those conditions include security being on site as well as having certified emergency personnel on site for medical issues. Proof of emergency personnel should be given to the township prior to the event.

Vote 3:0

UPCOMING MEETINGS/INFO:

March 10 – 6 p.m. – NBRPD Commission meeting

March 20 – 7 p.m. – Planning Commission

April 3– 7 p.m. – Supervisors meeting

ADJOURNMENT

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to adjourn the monthly meeting at 7:30 p.m. Vote 3:0

Respectfully

Kim Y. Berger
Secretary