

July 3, 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 present. Supervisor Jeremy Hoagland was absent.

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

Visitors- Kenny Quell, Joe Farley, Nancy Sandoval, Sonia Quintero, Rogelio Chavoya, Jarzyna Konrad

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the minutes from the June 5, 2025 meeting. Vote 2:0

FIRE DEPARTMENT – June Report

POLICE DEPARTMENT – May report was submitted.

BUSINESS FROM FLOOR:

Quinta Las Cabanas – Discussion was held with Jarzyna Konrad, attorney for Qunita Las Cabanas regarding the long-term camping ordinance. The long-term camping residents have received a notice that all individuals must vacate the premises by November 15. Mr. Konrad stated that the owners of the campground would like to have the ordinance amended to allow long-term camping for the months of April thru October 31. In addition, the property owner would like the board to consider allowing a “winter” season for camping which would be November to March.

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to have the solicitor’s office draft an amendment to the ordinance for the board to review. Vote 2:0

Mr. Konrad discussed a request from the owners of Quintas Las Cabanas, to allow three employees to reside in RV’s all year to assist with any issues that may arise from time to time. They currently reside in RV’s that the owners purchased for them on their property. The board will take this information under advisement.

TAX COLLECTION: A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the Tax Collector report for June 2025. Vote 2:0

Real Estate Taxes -	\$157,787.69
Real Estate Interims -	\$ 649.73

June 2025 Public Works Daily Log

June 1, 2025

- Sunday

June 2, 2025

July 3, 2025

- Hydrant Flushing
- Park Trash
- Park Debris Check
- Monthly Report
- Expense Report
- PA One Calls
- Township Check

June 3, 2025

- Mower Cleaning/ Service
- Concert Issue on Roll Curb at Bewley Lane
- Down Wire on Shoemakersville Rd
- Sign Replacement/ fixed
- Supply run

June 4, 2025

- Township Building Mowing
- State Portion Mowing
- PA One Calls

June 5, 2025

- PA One Calls
- Shut- Off Notices
- Parks Mowed
- Boom Mowed Township Portions
- Boom Mowed State Portions

June 6, 2025

- Park Trash
- Park Debris Check
- Soccer Field Mowed, Bagged, Transported
- Pump Station Check

June 7, 2025

- Saturday

June 8, 2025

- Sunday

June 9, 2025

- PA One Calls
- Hydrant Flushing
- Parks Trash
- Park Debris Check
- Boom Mowed Township
- Weed Whacked Intersections on Rt 61

July 3, 2025

June 10, 2025

- Continued State Portion Mowing
- Built Shelves for shop
- Finished Police Shelves for the Cage

June 11, 2025

- State Portion Leesport Ave- Boom Mowed, closed road
- State Portion Kindt Corner- Boom Mowed, only half done, closed road
- PA One Calls

June 12, 2025

- Mowed, weed whacked, leaf removal, tree & plants trimmed at Township Building
- Bewley Retention Pond Mowed
- NorthPoint Mowed
- Boom mowed Synder Rd, Bowers Rd, and Salter Rd
- Soccer Field Mowed

June 13, 2025

- Park Trash
- Park Debris Check
- Filled up Fuel Cans
- G.I.S Meeting
- Park Rec A Fixed Park Bench
- Rec B Mower Picked up from Serviced
- Debris Trash picked up On Leesport Ave and E.Huller
- Boom mowed Gernants Church Rd and Parts of Ontelaunee Dr
- Pump Station #3 issue
- OT- IS- P.S 3

June 14, 2025

- Saturday

June 15, 2025

- Sunday

June 16, 2025

- Hydrant Flushing
- Park trash
- Park debris check
- Tree down (Ontelaunee Rd)
- Water Meters Installed
- Payroll
- Township Check
- Township Shop Clean up

June 17, 2025

July 3, 2025

- Boom Mowed State Portion
- Boom Mowed Township Portions
- PA One Calls
- Tree Down (Kerns)
- Kerns Rd dirt/debris issue

June 18,2025

- Park Trash
- Township Building Mowed
- North Point Mowed
- Gas Can Fill Up
- Boom Mowed
- Dropped of mower at Rec B

June 19,2025

- Mowed Rec A
- Boom Mowed Started Ontelaunee Hill
- Boom Mowed Issue with Hydraulic Line
- Outfall Inspections Started
- Supply run
- Township Check

June 20,2025

- Mowed Rec B
- Park Trash
- Park Debris Check
- PA One Calls
- Supply Run Skid Shoes
- Fixed Mower at Rec B (loosen blades)
- Dragged Ball Field
- Caught up on Paperwork

June 21,2025

- Saturday

June 22,2025

- Sunday

June 23,2025

- Hydrant Flushing
- Park Trash
- Park Debris Check
- PA One Calls
- Township Building Mowed
- Weed whacked township building

July 3, 2025

- Bottle Sampling Delivered (Lead & Copper)
- Started Weed whacking Guild Rails
- North Point Mowed
- Township Check
- Supply Run

June 24, 2025

- DEP Sampling
- Pumpstations Mowed
- Bewley Retention Pond Mowed
- Service Tec came for repairs to Boom Mower
- Fuel Can Fill up
- Picked up Lab Samples
- Weed Kill Spayed Township Building
- Finished Weed Whacking Guild Rails
- Road Closed (Bowers Rd Wires Down)

June 25, 2025

- Park Trash
- Park debris check
- PA One Calls
- Picked up Lab Samplings
- Boom Mowed

June 26, 2025

- PA One Calls
- Township Check
- Lab Paper Delivered
- Birch Hill Debris Clean Up
- Mowed Rec A & B
- Boom Mowed Ontelaunee Hill

June 27, 2025

- Park Trash
- Park Debris Check
- PA One Calls
- Township Check
- Weed Whacked Intersection
- Boom Mowed

June 28, 2025

- Saturday

June 29, 2025

- Sunday

July 3, 2025

June 30,2025

- Water Meter Reading Run
- Sunglo Issue Check
- Park Trash
- Park Debris Check
- Hydrant Flushing
- Payroll
- Monthly Report
- Expense Report
- Physical Water Meter Readings
- Stop Sign Installed
- Court Case for Pump Station #3 debris

Foreman Report June 2025

Fuel Used

- Truck #1- \$199.33
- Truck #2- \$215.78
- Truck #3- \$0.00
- Truck #4- \$0.00
- Truck #5 - \$0.00
- Truck #5 DEF- \$0.00
- Truck #6 – \$63.33
- Truck #7- \$0.00
- Truck #8- \$0.00
- Truck #8 DEF- \$0.00
- Gasoline Cans- \$256.77
- Backhoe- \$128.05
- Backhoe DEF- \$4.39
- John Deere Boom Mower-\$664.77
- John Deere Boom Mower DEF- \$14.95
- Woodchipper- \$0.00

Purchases & Expenses

- Kuzan's True Value- \$124.60
- Lowe's- \$30.19
- Miller's Outdoor Power Equipment- \$499.26
- Stoney Creek Rental- \$234.00
- Exter Supply Co. Inc.- \$5780.00
- Stephenson Equipment Inc-\$861.42
- Arlan R. Wessner Inc.- \$12487.30
- Royer's Flower & Gifts- \$47.69

Foreman

Israel Santiago

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Secretary Berger reported that Berks County Conservation District will be showcasing the Bowers Road reroute project at their showcase meeting in June of 2026. The District feels this project was a very good project and wants to show how well it was completed.

June 2025 Engineer's Report

Subdivisions and Land Development Projects

1. McIntosh Farms III Development

An extension grant from the developer is listed on the meeting agenda for action by the Supervisors.

A request for a water will serve correspondence was received from the developer. This correspondence will be held until a review of the facilities are completed and/or a discussion held with RAWA.

2. McIntosh Farms II

ARRO conducted pre-pour inspections for sidewalk installations.

Attorney Magovern's office prepared an agreement regarding placing final paving on Ida Red Drive from the end of the development to Ontelaunee Drive. This agreement is on the agenda for approval.

A 2nd request for reduction of escrow is listed on the meeting agenda.

3. Reitnouer Land Development Plan

ARRO is conducting periodic observations of project improvements.

A review of the proposed memorandum between the Developer, SVSD and the Township regarding improvements not part of the SR 0073 and Ontelaunee Drive intersection construction was provided to Attorney Magovern. Attorney Magovern was successful in removing the Township as a party to the memorandum.

4. Crow Holdings Land Development (CHI)

Right-of-way and easement documents were provided to the SVSD. Right-of-way, easement and improvement agreements remain to be reviewed and approved by SVSD.

A number of items are on the addenda under the Solicitor portion regarding easements and right-of way required for the SR 0073 and Ontelaunee Drive improvements project.

A conference call was held with Crow and Reitnouer representatives regarding the use of the DCED grant funds awarded to Ontelaunee Township. A response to the request for a conference call with DCED was received and forwarded to all parties via e-mail.

5. Miele Group Land Development

ARRO is conducting periodic observations of project improvements.

6. Pottsville Wholesale Development – No change since the last report.

A pre-submission meeting was held with the developer. The developer anticipates submitting a preliminary/final plan for the August Planning Commission meeting.

7. St. Luke's Land Development – No change since the last report.

ARRO personnel reviewed the project site and discussed escrow reduction procedures with the contractor.

8. Epting Tract Subdivision – No change since the last report.

We received a response to Epting's correspondence to LBA regarding sewer capacity allocation to the project. The Township received a copy of the letter under separate cover. The correspondence withdraws the previous LBA approval for the project and requests submittal of a new Sewage Facilities Planning Module Component 3.

ARRO's email to the LBA consultant requesting further clarification of sewer collection system capacity for the development as well as the McIntosh Farms III project that received an allocation from LBA has not been answered.

9. Willow Creek Farms (Gaspari Tract) – No change since the last report.

An extension grant from the developer is listed on the meeting agenda for action by the Supervisors.

10. **General Engineering**

a. Orchard Lane Swale

ARRO and Township personnel have reviewed the swale and identified areas of significant roadside bank erosion. We will request the three companies that provided quotes for armoring the bank for the entire length (+/- 1,200 lf) for new quotes for armoring 525' of the identified swale bank.

b. Orchard Lane/Canal Street

Following an inundating rain event a sinkhole was discovered adjacent to the Orchard Lane swale (west of the railroad crossing) and a subsidence over the pipe crossing Orchard Lane/Canal Street. A rain event the next day led to an additional sinkhole developing and the previously filled subsidence opening up once again. The pipe is corrugated metal and the entire bottom is deteriorated. The sinkhole and subsidence pose an imminent danger and will worsen with additional rain events; therefore, immediate repairs to the sinkhole and replacement of the pipe have been implemented.

M & A Excavation will be starting the repairs on Monday, July 7th starting with the repair of the sinkholes. They estimated the sinkhole repair at \$20,000.00 and pipe replacement at slightly under \$30,000.00.

An Earth Engineering geotechnical consultant will be on-site directing and verifying the methodology for the sinkhole repairs.

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ARRO personnel will be on-site the morning of July 7th for initial project coordination and then for the duration of the pipe replacement portion of the project.

c. SR 0073 Speed Study

Bowman completed the speed study from SR 0061 to the Township line on SR 0073 and provided copies to the Township under separate cover. The TE-101 form for signage changes and the periodic placement of a speed indicator sign was submitted to PennDOT. To date no response has been received.

There is an agenda item regarding pavement marking recommendation presented in the speed study and not specifically authorized at last month's meeting.

d. Full Landscape and Tree Service Stormwater Plan/Sewer Plan/Sewer Planning Module

ARRO reviewed the revised submission and provide comments to the developers consultant under separate cover.

The Sewer Facilities Planning Module Exemption Request for the project was forwarded to PADEP. PADEP rejected the exemption request and instructed the developer to prepare a full Component 3 Sewage Facilities Module. We spoke with the developer's representative, and they will be discussing the exemption denial with PADEP.

e. Stormwater Management Ordinance Exemptions

ARRO provided recommendations to the Supervisors for potential revisions to the Stormwater Management Ordinance to provide for overall exemption of the ordinance requirements for certain structures/improvements. Based on the brief discussion at last months meeting the below general relief scale was discussed; however, additional review and discussion are proposed prior to formalizing the Ordinance revisions.

0-.25 ac – 1,000 sf; .26-.50 - 1,500 sf; .51-1.0 ac - 2,500 sf;
>1 ac <5ac – 5,000 sf; >5 ac - ?

Perhaps a percentage scale based on actual lot area up to a certain maximum can be discussed?

f. Orchard Lane Stormwater Management Plan

Revised Stormwater Management Plans and supporting documents were received and will be reviewed for the parking area on Orchard Lane and reported under separate cover.

g. TASA Project (MS4 PRP Implementation)

The project was advertised through ECMS with a let date of July 24, 2025.

Tentatively the schedule has a Notice to Proceed being issued on October 20, 2025 and construction completion May 20, 2026.

Agenda items are included for approval of the legal expense invoice received from MTA, approval of the Contract and future contractor invoices for the project.

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h. Bowers Road Project

Grant funds for the project were released to the Township by the Berks Conservation District (BCD).

- i. ARRO reviewed and commented on the Ordinance Amendment for traffic regulations as prepared by Attorney Magovern's office related to speed limits, stops signs and weight limits.

The addenda, under the Solicitor portion, lists recommended actions by the Supervisors.

- j. ARRO recently provided the owner of 108 Gernants Church Road estimates for the repairs to Gernants Church Road for a commitment to undertake the repairs. We received an e-mail from the owner indicating she is ready to move forward and wanted to discuss payment arrangements. I will reach out to her the week of July 7th.

We will follow-up with Attorney Magovern's office for the preparation of an agreement with the owner and if necessary a split of the estimates for repairs by Wessner based on the payment arrangements agreed to.

- k. MS4 documents and information were reviewed and coordinated with Kim.

- l. A Road Opening Permit was received from Frontier Communications for the installation of communication cable, pedestals and junction boxes within the Harvest and Beechwood Developments. The original application was rejected for lack of information. A revised application has been received and will be reviewed. Comments will be provided to the applicant and Township under separate cover.

- m. We received notification that Paradise Energy Solution is not a CoStars vendor and as such the project would be required to follow the public bidding procedures.

ARRO recently discussed the project with Sheldon Martin of Paradise Energy Solutions in relation to the proposed federal budget. The current spending bill passed by the Senate and currently in the house has the safe harbor time extended to December 31, 2025 from the original 60-day from passage period. The only safe harbor avenue would be if the project is under construction or committing non-refundable funds to the project prior to the end 2025. The project completion for project funding has been tightened from 2028 to the current proposed 2027.

11. Water System Engineering & Reporting

- a. An estimate was received for the proposed RAWA upgrades to the Ashley Water Booster Pump Station to address existing water pressure concerns and future needs within Ontelaunee Township.

Additional information/confirmation was requested for Attorney Mcgovern's office to revise the draft agreement provided by Mr. Murray.

- b. ARRO provided the final CCR report to the Township staff.

- c. ARRO will coordinate PADEP approval of testing at the auto flusher on Wingco Lane in lieu of

the Berks Medical facility.

12. Sanitary Sewer System Engineering

- a. The following Industrial permitting documents are under review.
 - i. Hazardous Waste Permit submission for the Reitnouer facility
 - ii. Materion Pre-treatment Upgrade
- b. 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 but have recently received a photo from RAWA of the exposed pipe.

13. Water System Operations (ARRO Water Services)

There are no water operator items to report above the contract operations scope.

14. Sanitary Sewer Operations (ARRO Water Services)

Services/activities were conducted as identified under the Routine Operations scope of services outlined in the Professional Services Agreement between Ontelaunee Township and ARRO.

- a. Control Systems 21 was out at PS#6 and found that the high-level float was malfunctioning. They replaced it with a different model float because they've been having a similar issue with the one that was installed previously.
- b. Curtis Power resolved the over crank alarm occurring at PS #3.

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve M & A Excavation to repair a sinkhole on Orchard Lane and S. Canal Street. In addition, the stormwater pipe will need replacing as well. An estimate cost is approximately \$50,000, however the costs will possibly exceed this quote and so this will be a time and materials expense. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve Earth Engineering, a geotechnical consultant, that will need to be on-site directing and verifying the methodology for the sink hole repairs. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to authorize the Secretary to sign the contract documents to the lowest bidder for the TASA project (MS4) based on the recommendation of the engineer. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to authorize the Secretary to approve invoices for the TASA project as needed based on the recommendation from the engineer. Vote 2:0

Orchard Lane swale discussion, Mr. McMullen will be obtaining three revised quotes for the roadside bank erosion.

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A motion was made by Chuck Grebloski and seconded by Josh Steingraber authorizing the striping of Route 73 based on the results of the speed study. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the McIntosh Farms II escrow reduction #2 in the amount of \$178,827.28. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve payment to Maidencreek Township Authority in the amount of \$4,687.00 for legal services needed to cover an easement for the TASA project. Vote 2:0

MS4 – nothing new to report

SOLICITOR :

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the instrument for the declaration of restrictions and covenants for the Rt. 73 and Ontelaunee Drive improvements project. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the drainage easements and temporary construction easements with the City of Reading for property along Ontelaunee Drive. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve Resolution #2025-5 accepting dedication of property from the Schuylkill Valley School District and Reading Area Water Authority for the Rt. 73 and Ontelaunee Drive project. Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the intergovernmental agreement for the establishment of the Berks County Uniform Construction Code Board of Appeals. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve the improvements agreement amendment with Forino Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to authorize the solicitor's office to advertise the traffic ordinance amendment for enactment at the August BOS meeting. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to acknowledge receipt of a letter from C2C Design waiving the townships requirement to render a decision for the McIntosh III project until the October 2, 2025 meeting. Vote 2:0

CODE ENFORCEMENT – June report

EMA COORDINATOR – no report

POLICE COMMISSION – no report

PLANNING COMMISSION - meeting was cancelled

EXPENDITURES

July 3, 2025

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to approve expenditures for the month of June in the amount of \$265,273.40 Vote 2:0

General	\$210,617.09
Water	\$ 42,613.87
Sewer	\$ 12,042.44

LIST OF BILLS PAID IN JUNE 2025

21st Century Media - Philly Cluster	59.35
Arlan R. Wessner, Inc.	12,487.30
ARRO Consulting, Inc.	13,172.00
ARRO Water Services	5,356.00
Bowman	6,672.50
Capital Blue Cross	1,635.10
Curtis Power Solution	938.50
Delaware Valley Regional Finance Authori	1,720.80
Elan Financial Services	2,004.32
First Energy	6,976.12
Forino Company	6,223.96
Hartman Valeriano Magovern & Lutz P.C.	7,038.21
Kraft Municipal Group Inc.	12,461.40
KUZANS HARDWARE	646.09
Leesport Borough Authority	2,589.30
M.J. Reider Associates Inc	1,984.60
Met-Ed	1,615.81
Miller's Outdoor Power Equipment	499.26
Nationwide	493.08
NORTHERN BERKS REGIONAL POLICE DEPT.	92,175.13
PA Townships Health Insurance	299.80
Pitney Bowes	1,201.60
ProAsys	290.00
Reading Area Water Authority	35,646.71
Reading Office Maintenance	220.00
Republic Services #318	1,090.13
Rhoads Energy Corporation	1,017.72
Schultz Technology Solutions	509.65
Sherwin Williams Co.	9.85
Stoney Creek Rentals	234.00
TELCO GROUP LLC	47,847.41
Uline	57.16
VERIZON	42.57
W. B. Mason Co. Inc.	57.97
TOTAL	265,273.40
General	210,617.09
Water	42,613.87

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Sewer

12,042.44

OLD BUSINESS:

NEW BUSINESS:

UPCOMING MEETINGS/INFO:

July 14 – 6 p.m. – NBRPD Commission meeting
July 17 – 7 p.m. – Planning Commission
August 7 – 7 p.m. – Supervisors meeting

ADJOURNMENT

A motion was made by Chuck Grebloski and seconded by Chuck Grebloski to adjourn the monthly meeting at 7:40 p.m. Vote 2:0

Respectfully

Kim Y. Berger
Secretary