

February 5, 2026

Township of Ontelaunee
35 Ontelaunee Dr.
Reading, PA 19605

The regular meeting of the Ontelaunee Township Board of Supervisors was called to order at 7:32 p.m. by Chairman Jeremy Hoagland in the Ontelaunee Township building with Supervisor Charles Grebloski present. Josh Steingraber was absent.

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

Visitors- Tom Frank, Kathleen Crammer, Vernon Crammer and Guy Mohr Sr.

A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to approve the minutes from the January 5, 2026 reorganization and the regular January 5, 2026 meeting. Vote 2:0

An executive session was held from 7:35 p.m. to 7:50 p.m.

EMERGENCY SERVICES REPORTS:

FIRE DEPARTMENT – December 2025/Year End 2025

POLICE DEPARTMENT – December 2025

EMS – December 2026

BUSINESS FROM FLOOR:

Chairman Hoagland addressed procedures for meeting decorum:

There is a new visitor sign in sheet. There is a check box added and if you would like to address the supervisors, please check that box.

Everyone will have a 3 minute limit per person/topic A timer will be utilized and if the supervisors feel it is appropriate the time may be extended.

If there are any complaints that a resident would like action on, that complaint should be emailed to the township prior to the meeting if possible so the supervisors have a chance to review the information.

Tom Frank was present to discuss the water pressure in McIntosh and was happy to hear that we are working on the solution by adding a booster pump. In addition, a question was raised about fire flow with the hydrants on Ida Red. Would there be enough pressure if there was a fire? Mr. McMullen stated that RAWA has assured the township that if there were a fire, a fire pump would kick on and that would take care of any issues with flow in an emergency.

Mr. Frank wanted to compliment the plow crew on the great work that was done with the snow storm and the fact that they also uncovered the storm drains was wonderful. A suggestion he made was that when the road is finished that the manhole covers be sure to be fitted with either risers or rings to be sure that they will not be hit by plows.

February 5, 2026

TAX COLLECTION: A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to approve the Tax Collector report for January 2026. Vote 2:0

Real Estate Taxes - \$6,894.63
Real Estate Interims - \$3,936.79

January 2026 Public Works Daily Log

January 1, 2026

- Holiday
- Snow Event O.T
- Water Pressure Issue O.T

January 2, 2026

- Township Salting Icy Spots
- Township Sidewalks Salted/ Checked
- Park Sidewalks Salted/ Checked
- Pumpstation Salted/ Checked
- Truck #2 Recall
- Street Sign Fixed (Bowers Rd)
- Replaced Insurance Card on all Vehicles
- Pushed Salt Back into Shed
- Washed Vehicles/ Removed Salt (Not Finished)
- Cleaned Backhoe
- Cleaned/ Removed Salt off Shop Floor

January 3, 2026

- Saturday

January 4, 2026

- Sunday

January 5, 2026

- Monthly Report
- Expense Report
- Park Trash Debris Check
- Pump Station Hosed Down/ Cleaned
- Township Check
 - Removed Debris off Storm Drains
 - Removed Limps off Roadway
- Salt Delivery Received (half the order)
- Finished Washing Vehicles/ Remove Salt
- Washed Backhoe

February 5, 2026

January 6, 2026

- Hydrant Flushing
- Pumpstation Painting
- Salt Delivery (Other Half)
- Lab Tec Assisted
- Updated Logs/ Paperwork
- Checking Fluids on all Vehicles
- Checking Air Pressure on all Vehicles
- Greasing all Freight Liners/ Flat Bed

January 7, 2026

- PA One Calls
- Ida Red Parking Issue
- Spoke to Homeowners about parking issue
- Continued Pumpstation Painting
- Township Check

January 8, 2026

- PA One Calls
- Supply Run
- Continued Pumpstation Painting
- SPL Lab Tech Assisted
- Checked Park for Down Tree
- Contacted Pump Tender Arro About Pumpstation #7
- Rt 61 and Bellman's Church Rd Traffic Light Issue

January 9, 2026

- Park Trash Debris Check
- Removal Of Trash Can @ Rec A
 - Removed anchors
- Fixed Broken Spotlight @ Rec A Pavillion
- Removal of Roadkill
- PA One Calls
- Pothole on Leesport Ave (State Portion)
 - Spoke to PennDOT about issue
- Continued Painting Pumpstations

January 10, 2026

- Saturday

January 11, 2026

- Sunday

January 12, 2026

- Payroll
- Updated Log

February 5, 2026

- PA One Calls Issue
 - Visited Site Spoke to Crew Leader
- Township Check
 - Down Limb
 - Removed With Backhoe
- Park Trash Debris Check
- Hydrant Flushing
- Water Valve Cap/Lid Issue
 - Added Cold Patch and Sealed (Margaret Ct)
- Repaired trash can Wooden Slack Broken (Rec B)
- Picked Up Broken Glass from P.D training

January 13, 2026

- PA One Call
- SPL Training (Lab Sampling)
- Located Temp Riva Flash
 - Tested
- Installed New Stop Signs (Adams Rd & Sunglo Drive)
- Township Check
 - Made to do list
- Replaced a Broken 35 Mph Sign (Kindt Corner)
- Informed Quacker Packer LLC about debris in SCM
- Mainstream Order Made

January 14, 2026

- Checked Power to Stop Sign Flashers
- Pressure Washed Truck #1 & #2
- The Berks County Public Works Association Meeting
- Fire Extinguisher Monthly Check
 - List Made
- PA One Call issue (Fence Install)
 - Visited Site
 - Spoke to crew leader
- Checked Garage B emergency lights
- Filled Vehicles washer Fluids

January 15, 2026

- PA One Call
- Received Mainstream Shipment
- Pumpstation Painting
- Pumped Out Water Vaults
- Supply Run
 - Tractor Supply Center Toolbox
- Installed Center Toolbox Truck #2

February 5, 2026

- Picked Up Mowers from servicing
- Cleaned up vehicles
- Township Check
 - Picked up trash off side of road

January 16, 2025

- Park Check/ debris check
- Park Camera's Installed
- Supply Run Harbor Freight
 - Cameras
- Added milling to the intersection of Ontelaunee Drive and Rt 73
- PA One Calls
- Spoke to businesses about their trash blowing around

January 17, 2026

- Saturday
- OT- Snow Event

January 18, 2025

- Sunday
- OT- Snow Event

January 19, 2025

- Snow Clean Up on Roads
- Pump Station Snow Clean Up (Not Completed)
- Parks Snow Clean Up

January 20, 2026

- Pump Station Snow Clean Up
- Down Stop Sign (Fixed)
- Danberry Valve Cover Fixed
- Hydrant Flushing
- Install Water Meters
- Snow Drift pushed back
- Dropped of equipment used to Leesport
- Leesport Meeting
- PA One Calls
- Cleaning of Vehicles

January 21, 2026

- Install of Snowplow on John Deere Tractor
- Supply Run
 - Storks
 - E.M Kutz
- Truck #5 install of mud flaps
- Truck #3 spinner issue fixed

February 5, 2026

- Install of 4 ways stop on Adams & Sunglo
- Truck #7 spinner issue fixed
- Tested height on Vehicle on W. Huller

January 22, 2026

- Check Fluids On all Vehicles before the snow event
- Checked tire pressure on Vehicles before snow event
- Cleaned interior and exterior on Vehicles
- Township Check
- Installed Stakes for Snow Fence

January 23, 2026

- Dropped Off Truck #6 to Highland
- Topped Of all Pumpstations with salt
- Supply Run
 - Kuzan's True Hardware
- Truck #1 Issue with Plow
 - Storks
 - G.M Bob Fisher
- Installed Markers on Ontelaunee Drive
- Pumped out Vaults that had water
- Install of Snow Fence where snow drifts
- Spoke to Part Timers for Snow Event

January 24, 2026

- Saturday
- OT- Make Room for Officers Vehicles in Garage

January 25, 2026

- Sunday
- OT- Snow Event

January 26, 2026

- Continued Plowing Snow Off Roadways
- Removed Snow off Sidewalks at Township Building

January 27, 2026

- Pushed Back Intersection and more Roadway of snow
- Removal of salt on Vehicles that need to get serviced
- Supply Run to Mercer Machine & Hydraulics, INC.
- Truck #4 Hydraulic Line Issue Fixed
- Utility Truck Issue with Plow Dropped off to Stork's
- Started Pumpstation's Snow Removal (No Completed)

January 28, 2026

- Received Salt Delivery

February 5, 2026

- Continued Pumpstation Snow Removal
- Started Removal of Snow Removal for Intersections down Adams Rd/ Dumping
- Picked Up Utility Truck from Storcks after serviced
- Dropped off Truck #5 at Storcks issue with Spreader Box
- Dropped of Truck #3 at Highland issue with breaks
- PA One Calls

January 29, 2026

- Purchased Snow Blower
- Hydrant Flushing/ Testing
- Pushed Salt Delivery into Shed
- Shut Off Services of Water
- Rec A's Parking Lot Snow Removal (Vehicles still parked their)
- Rec B's Side Walks Snow Removal
- Dropped off Truck #5 at Highland (Power Steering Issue)
- Dropped of Snow Blower for Services
- PA One Calls

January 30, 2026

- Park Trash Debris Check
- Water Billing Run (Issue Reading due to Snow)
- Picked up Truck #5 from Highland
- PA One Calls
- Finished Pumpstations Snow Removal
- Issue with Fuel Card
- Continued Snow Removal / Dumping
- Rec A's Snow Removal of Sidewalks

January 31, 2026

- Saturday

Foreman Report January 2026

Fuel Used

- Truck #1- \$377.55
- Truck #2- \$125.93
- Truck #3- \$201.36
- Truck #4- \$126.33
- Truck #5 - \$594.35
- Truck #6 – \$353.93
- Truck #7- \$646.87
- Truck #7 DEF- \$45.99
- Truck #8-\$576.61
- Truck #8 DEF- \$35.00
- Gasoline Cans- 0.00
- Backhoe- \$173.79

February 5, 2026

- Backhoe DEF- \$12.50
- John Deere Boom Mower-\$0.00
- Woodchipper- \$0.00

Purchases & Expenses

- Kuzan's True Value- \$1015.39
- Highland Auto & Truck Repair Inc.- \$317.41
- Harbor Freight- \$45.96
- Advance Auto Parts Professional-\$7.43
- Stork's Plows-\$161.00
- Berman Truck Group- \$14.99
- Walmart- \$231.08
- Mercer Machine & Hydraulics Inc.- \$119.97
- Messick's- \$2672.80
- Tractor Supply Co- \$519.98
- Mainstream Industries Inc.- \$2295.00
- Eastern Salt Company Inc.- \$7343.95

Foreman Israel Santiago

January 2026 Engineer's Report

1. **Cambridge Lee Industries**

A preliminary land development plan was received and will be first heard by the Ontelaunee Township Planning Commission at their meeting to be held February 19, 2026.

2. **Reading Plastics Machining & Fabrication**

A final land development plan was received and will be first heard by the Ontelaunee Township Planning Commission at their meeting to be held February 19, 2026.

3. **McIntosh Farms III Development**

A conditional use hearing is scheduled for February 4th at 6 p.m.

A sewer capacity agreement was prepared and forwarded to the developer by Attorney Magovern's office. Revised agreements have been circulated between Attorney Magovern and the developers Attorney. Discussion of the agreement is listed on the agenda.

A request for a water will serve correspondence was received from the developer. A will serve for water service will be drafted for review by Attorney Magovern with caveats regarding the need to have improvement completed to the Ashley Water Booster Pump Station. Upon Attorney Magovern's approval the water service will-serve will be released to the developer.

4. **Schuylkill Valley School District Field House Land Development**

A revised preliminary/final plan land development plan was received and will be reviewed for conformance to the conditional approval provided by the Supervisors at their January meeting.

5. **Snyder Business Park**

The developer was provided final Improvement, Sewer Capacity and Water Capacity Agreements for the project as prepared by Attorney Magovern's office.

Approval of a PennDOT form M-950 AA for the project by the Supervisors is listed on the agenda.

6. **McIntosh Farms II**

ARRO is conducting periodic observations of project improvements.

7. **Miele Group Land Development**

ARRO is conducting periodic observations of project improvements.

8. **Epting Tract Subdivision**

Recommended action regarding the acceptance of an extension for action on the Preliminary Plan to May 7, 2026 is listed on the agenda.

9. **Willow Creek Farms (Gaspari Tract)**

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

10. **Reitnauer Land Development Plan – No change since last report.**

A recommendation for escrow release is listed on the meeting agenda. The value of the release is \$2,496,328.41 with a remaining escrow of \$58,635.96.

11. **General Engineering**

- a. The project contract was issued to CM High for the traffic signal improvements at the intersection of SR 73 and Ontelaunee Drive.

As a result of the contract extension request from CM High Kim forwarded DCED a grant contract extension request. Upon approval of the grant contract request from DCED we will provide a Change Order for the construction contract to CM High.

A meeting with developers resulted in additional costs associated with the project being discussed for reimbursement by the grant. The grant totals \$400,000.00 with the construction contract being approximately \$230,000.00. One of those costs is the MetEd fee that is listed on the agenda for approval by the Supervisors. Also discussed, were engineering fees for the traffic signal improvement (design, bidding) up to 10% of the grant award. For items not already paid by Crow Holdings, the Township would pay the costs from the TSA2 fund then forward the cost to DCED for reimbursement. Should DCED deny the funds for reimbursement the results would be the project would receive less TSA2 funds. Should the Township receive DCED reimbursement then that would reimburse the TSA2 fund and eventually be turned over to the developer for the intersection improvements.

February 5, 2026

- b. We discussed the prioritization of road improvements with the Road Foreman. A list of roads in the perceived order of priority based on observed traffic and severity of the road was provided at the December Supervisors meeting.
- c. Approval of the Sewage Capacity Agreement for the Full Landscape and Tree Service apartments on Slater Road is listed on the agenda.
- d. Pa One Call was requested for the UGI Road Opening Permit for 413-418 Indian Manor Drive following the recent heavy snow. Conducting the markings for the Pa One Call was time consuming for the Township Road crew. The ability/potential to limit road openings during a certain time period or at times of snow cover should be discussed in the future.
- e. Asphalt Maintenance Services was contacted to review the segment of Ontelaunee Drive north of Kindts Corner Road for the viability of adding a surface treatment to increase the skid resistance level (SRL). I have not received a response to my inquiry to date.
- f. Arlan R. Wessner completed the armoring of the roadside swale along Orchard Lane.
- g. SR 0073 Speed Study – (No Change Since Last Report)

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 from PennDOT.

12. **Water System Engineering & Reporting**

- a. The fully executed Memorandum of Understandings (MOU 1 & 2) regarding the design and construction for the Ashley Pump Station upgrades and the parameters regarding a future need for a water tank are in place.

The RAWA consultant is anticipating receipt of pump information next week followed by submission to PADEP for the required permits. The consultant indicated a conservative timeline of 8-9 months for project completion, estimating the lead time for the pumps and contractor installation timeline.

- b. ARRO responded to a request for a parcel service on Cider Mill Road. The parcel would require it to be serviced by Leesport water with a potential need to install an individual water booster pump.

13. **Sanitary Sewer System Engineering**

- a. The 2025 tributary Chapter 94 reports will be prepared and forwarded MTA and LBA.
- b. IU Questionnaires were distributed by the Township. ARRO is responding to property owner and township inquiries as a result of the questionnaires. Data received is being reviewed and summarized by ARRO staff.

- c. An inquiry to obtain sanitary sewer service on Cider Mill Road was received. The parcel would be accessible to sanitary sewers.
- d. 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.

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

There are no operation items to report.

15. **Sanitary Sewer Operations (ARRO Water Services)**

There are no operation items to report.

16. **GIS/Mapping**

- a. ARRO communicated to the Township that it must update its Office365 account domain name. ARRO contacted Shultz in order to complete this. ARRO updated the Township's ArcGIS/Office365 account based on security changes from Microsoft. ARRO reviewed the Township's sewer/water service map with Township staff.

A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to approve the sewer capacity agreement with Full Service Plus, 228 Slater Road, for the purchase of four EDU's at a cost of \$7500 each, and the improvements agreement with an escrow of \$62,758.45 and have the chairman sign these agreements. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to approve a request for a contract time extension of 2 months until May 30, 2026 for the Stormwater Improvements TASA Project. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to accept the review extension for the Epting Tract Preliminary Plan until May 7, 2026 as provided by the developer. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to accept the review extension for the Gasperi Tract Preliminary Plan (Willow Creek Farms) until May 7, 2026 as provided by the developer. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to approve payment of \$37,732.51 to Met-Ed for electrical services of the traffic signals as part of the intersection upgrades. This expense can be submitted to DCED for approval to be reimbursed from the grant. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland authorizing the Chairman to sign the Highway Occupancy Permit for the Snyder Business Center project. Vote 2:0

Discussion was held regarding the 2026 Road projects. A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to authorize Arro Consulting to advertise bid packages for Mohrsville Road, Ontelaunee

Drive and Willow Creek Road. Vote 2:0

MS4: Nothing to report

Solicitor: Solicitor Magovern

Solicitor Magovern provided an update on ZHB case for 161 Bewley Lane. The solicitor has filed a brief and the court appearance is scheduled for March 2, 2026.

Discussion was held regarding the McIntosh III SSA. A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to sign the agreement and have the engineer proceed with the process to have PS #7 upgraded at the cost of the developer at an estimate of \$80,000. Vote 2:0

CODE ENFORCEMENT – January Report

EMA COORDINATOR – no report

POLICE COMMISSION – Supervisor Grebloski stated that after interviewing candidates for the police chief position, Wayne Holben will be starting as Chief in the beginning of March.

PLANNING COMMISSION - No meeting was held

EXPENDITURES

A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to approve expenditures for the month of January in the amount of \$233,997.63 Vote 2:0

General	\$180,310.47
Water	\$ 40,758.49
Sewer	\$ 12,928.67

LIST OF BILLS PAID - JANUARY 2026

21st Century Media - Philly Cluster	173.70
Advanced Auto Parts	40.45
ARRO Consulting, Inc.	12,194.35
ARRO Water Services	5,356.00
Berks County UCC Board of Appeals	300.00
Berks Soil & Stone	10,000.00
Borough of Leesport	1,021.60
Capital Blue Cross	3,551.88
Comfort Pro, Inc	3,121.00
Comfort Pro, Inc.	100.00
Curtis Power Solution	1,080.66
DaBrian Marketing	852.84
Delaware Valley Regional Finance Authority	1,394.40
Eastern Salt Company Inc.	7,343.95

February 5, 2026

Elan Financial Services	1,651.87
Elite Fuel Service, LLC	5,335.65
Envirep Inc	992.88
First Energy	7,637.69
Highland Auto & Truck Repair	189.05
Keystone Graphix	930.64
Kraft Municipal Group Inc.	26,107.36
KUZANS HARDWARE	711.71
Long, Barrell & Co., LTD.	43.56
Met-Ed	2,122.47
MSII	2,295.00
Nationwide	502.30
NORTHERN BERKS REGIONAL POLICE DEPT.	55,329.58
OmniSite	1,890.00
PIRMA	37,004.00
Pitney Bowes	1,009.75
PSATS	1,386.00
PSATS UC GROUP TRUST	49.63
Rave Mobile Safety	1,275.00
Reading Area Water Authority	32,893.77
Republic Services #318	2,500.94
Rhoads Energy Corporation	3,102.90
Schultz Technology Solutions	501.30
SOS Business Machines	199.37
Suburban Testing Labs	201.00
TELCO GROUP LLC	786.40
Uline	648.56
W. B. Mason Co. Inc.	104.44
WB Mason	63.98
TOTAL	233,997.63
General	180,310.47
Water	40,758.49
Sewer	12,928.67

OLD BUSINESS:

Animal control: Discussion was held regarding ARL's pay \$200 per dog option, other stipulations that ARL would have in place such as they will not pick up the dog unless we pay a \$100 fee, a designated individual would have to approve the dog going to the ARL. A question was raised if a volunteer from the township serve as a "dog catcher" whereby they would capture and take the dog to the ARL. It was decided that this was not a good idea due to liability issues. For now this topic will continue to be reviewed.

Snow removal: Discussion was held on snow plowing and efforts of the plow drivers. The Township's #1 obligation to be sure that the roads are ready for safe vehicular travel as quickly as possible during and following inclement weather. The crew removed snow from storm drains to allow melting snow to make it to

February 5, 2026

the drains. For the record the calculated crew time during the snow storm only was full-time hours – 141 hours for 3 men and Part-time hours – 37 hours for 2 men (this was January 24 until January 26, 2026). The crew did a great job.

Tree donation – Beks Nature is graciously donating trees to the township and will assist with planning them at our discretion. A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to order the following types of trees: 5 – Red Maple; 5- Flowering dogwoods; 5 – Sycamore; 5 Red Oak. These trees will be placed in the park area Rec B and a plan will be drawn up as to where the trees shall be placed. Vote 2:0

NEW BUSINESS:

A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to ratify the purchase of two copier/printer/scanners at a cost of \$2,200 each. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Jeremy Hoagland to ratify the hiring of Jose Giraldi as a part-time snow plow driver at a rate of \$22.00/hr. Vote 2:0

UPCOMING MEETINGS/INFO:

February 9 – 6 p.m. – NBRPD Commission meeting
February 19 – 7 p.m. – Planning Commission
March 5 - 7 p.m. – Supervisors meeting

ADJOURNMENT

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to adjourn the monthly meeting at 8:20 p.m. Vote 2:0

Respectfully

Kim Y. Berger
Secretary