

April 2, 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 7:00 p.m. by Chairman Jeremy Hoagland in the Ontelaunee Township building with Supervisor Josh Steingraber present. Charles Grebloski was absent.

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

Visitors- Chief Wayne Holben, Marissa Loeb (SV Library), Chris Thomas (SV Library)

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to approve the minutes from the March 5, 2026 meeting. Vote 2:0

EMERGENCY SERVICES REPORTS:

FIRE DEPARTMENT – No report

POLICE DEPARTMENT – February 2026

EMS –March 2026

BUSINESS FROM FLOOR:

Marissa Loeb and Chris Thomas from the Schuylkill Valley Community Library were present to share some updates on the library usage and other general information. The library's use has gone up and their activity room is being used frequently. They mentioned that they have a free food pantry for anyone in need. Donations come in regularly for the pantry. Once again, SVCL thanked the Board for their support for another year.

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

Real Estate Taxes -	\$36,115.27
Real Estate Interims -	\$ 887.30

March 2026 Public Works Daily Log

March 1, 2026

- Sunday

March 2, 2026

- Continued Pumping Out Sewer Force Main Vaults

April 2, 2026

- PA One Call
- Hydrant Flushing/ Testing
- Water Vault Pumped Out
- Pressure Washer dropped off for service
- Park Trash/ Debris Check
- Vehicle Ready for Tomorrow Snow event
- Shop Clean Up

March 3, 2026

- Township Check/ Salting Snow Event
- Pumpstation Salting
- Park Sidewalks Salting
- PA One Call
- Water Shut Off Notice
- Supply Run Kuzan's
 - Grinder Project
- Consolidation Of Shop
- New Water Gauge Received and Installed

March 4, 2026

- Bridge Inspection Report Meeting
- PA One Calls
- Picked up Colorimeter from SPL
- Loaded Scrap metal and took to scrap yard
- Consolidation Of Shop

March 5, 2026

- Salt Shipment Received
- Welded Shelf for Traffic Control Devices/ Hung Up onto Wall
- Consolidation of Shop
- RSVP for April 15, 2026- Public Works Association
- Weld Rack for Straps Bungies
- Kuzan's Run
- PA One Call
- Supply Run
 - Deer County

March 6, 2026

- PA One Call
- Pumpstation Work Order
- Payroll Update
- Water Meter Install
- Fuji Light Issue
- PennDOT Trash Issue (Spoke with PennDOT on 5th street)

April 2, 2026

- Consolidation of Shop
- Dropped off Proca to Pumpstations
- Township Check
- Park Trash/ Debris Check
- Made Med Kits for truck #2

March 7, 2026

- Saturday

March 8, 2026

- Sunday

March 9, 2026

- Water Meter Install
- Hydrant Flushing/ Testing
- Park Trash/ Debris Check
- Serviced Leaf Blower install new piece
- Payroll
- PA One Call
- Leaf Removal at Township
- Cleaned of Freight liners

March 10, 2026

- New Testing Location for Water Testing
- Final Read for Water
- Leesport Township Dirt Removal
- N. Calis Issue (Not Done)
- Installation of Broom onto Tractor
- Use of Broom to Remove Dirt off Roadway

March 11, 2026

- L-Tap Training
- Township Check
- N. Calis issue Meeting

March 12, 2026

- Down tree removal
- Truck #4 drop off to E.M Kutz (Cracked Tank)
- Park Baseball Mower Serviced
- Township Check
- PA One Call
- Removing Snow Markers Throughout
- Sign Inventory

March 13, 2026

- PA One Call

April 2, 2026

- Township Check
- Snow Marker Removal
- Park Trash/Debris
- Sign Inventory
- Consolidation Shop
- Vehicle Cleaning

March 14, 2026

- Saturday

March 15, 2026

- Sunday

March 16, 2026

- Township Check/ Debris
- Park Trash
- PA One Call
- Hydrant Flushing
- Shop Consolidation
- Truck # 8 Parts E.M Kutz
- Assemble Charger
- Both Shop Clean Out
- Roadkill Removed
- MS4 Check

March 17, 2026

- Pumpstation Generator Servicing
- Township Check/ Debris
- Down Tree (Berkely Park Road)
- Serviced Truck #8
- Painted Support of Truck #8
- Supply Run
 - Kuzan's For N. Calis Project
 - Mainstream for Street Signs
- Fixed Down Signs
 - Replaced Hardware
 - Replaced Signs
- Fixed Shop Door Entrance
- Service Air Compressor
 - Extended Hose

March 18, 2026

- Sunglo Sewer Issue (Called In)
- Township Check
- Finished Servicing of Truck #8

April 2, 2026

- Pressure Washed John Deer Tractor
- Started Metal Parts Cart
- Consolidation of Traffic Cones
- Washed truck #1 & #2
- Leaf Blow Debris around dumpster and recycling area
- E.M Kutz Truck #4 Pick Up
- Upgraded Shelves at Shop

March 19, 2026

- Traffic Lane Paint Inventory
- Started Update on Street Light
- Supply Run
 - Kuzan's Welding Items
- Finished Assembling Metal Chart
- Removal Of Dirt of Truck #4
- Started Project to Weld Holes in Truck #4
- Township Debris Removal of Roadway/ Storm Drains

March 20, 2026

- Supply Run
- Park Trash/ Debris Check
- Baseball Field Dragged
- Boom Mower Check/ Greased
- Payroll
- Log Update
- Street Light Update
- PA One Calls
- Truck#4 Rust Removal Off of Ager
- Washed/Detailed Truck #2

March 21, 2026

- Saturday

March 22, 2026

- Sunday

March 23, 2026

- Payroll
- Park Trash/ Debris Removal
- Baseball Base #3 Located
- Township Check
- Hydrant Flushing/ Testing
- PA One Call
- Painted Tiger Mower Head / John Deer Tractor
- Pumped Vaults Out of Water at Water vault meter Locations

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- Rec B, Key Mount for Mower

March 24, 2026

- Streetlight on Fuji Issue Completed
- E.M Kutz Serviced Done Pick Up
- PA One Calls
- Street Marking Inventory
- Second Coat of Paint on Tiger Mower Head
- Welded Tuck #4 Holes on Body/Pre
- Removing Rust off Ager on Truck #7
- Highland Drop Off truck #4 (Locked Breaks, Crack Exhaust)
- Dropped Mowers Off at Rec A & Rec B
- Caution Taped Area at Rec A (Swing set Issue)

March 25, 2026

- PA One Calls
- Park Swing Set Fixed
- Supply Run
 - Lowes Park Hardware
- Flow Pressure Test Email
- Mainstream Sign Made/ Picked Up
- Assemble Sign
- Truck #7 Ager/ Body Repair
- Picking Up Leaves around township

March 26, 2026

- Meeting at Rec B Location of Trees
- Meeting at Indian Manor location of Spraying
- Township Building
 - Leaf Removal
 - Sticks & Debris Removal
 - Weed & Feeding
 - Weed Killing
- Mowed Rec A & Rec B
- Willow Street Bridge
 - Blown and removal of debris off bridge
- PA One Calls

March 27, 2026

- Welding of Truck #4
- Park Trash/ Debris Check
- Dragged Baseball Field
- Cold Patch Area Inventory
- Tree Limbs Removal Inventory
- Township Check

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- Debris Removal from Storm Drains

March 28, 2026

- Saturday

March 29, 2026

- Sunday

March 30, 2026

- Park Trash/ Debris Check
- Baseball Field Dragged
- Baseball Field installed pitchers mount
- Baseball Field installed home plate
- Supply Run
 - Dick's Sporting Goods
- PA One Calls
- Emergency PA One Calls
- Hydrant Flushing/ Testing
- Water line Location at Rec B (Issue)

March 31, 2026

- Park Hardware Checked
- PA One Call
- Water Billing Run
- Updated Monthly Log
- Sprayed Weed Killer at Rec A & Rec B
- Assisted Police Officers in training
- Rt 61 Clean up Intersections (Not Completed)
- Location marked for Trees Rec B

Foreman Report March 2026

Fuel Used

- Truck #1- \$217.94
- Truck #2- \$219.78
- Truck #3- \$0.00
- Truck #4- \$87.04
- Truck #5 - \$0.00
- Truck #6 – \$0.00
- Truck #7- \$0.00
- Truck #7 DEF- \$0.00
- Truck #8-\$192.97
- Truck #8 DEF- \$7.43
- Gasoline Cans- 0.00
- Backhoe- \$131.12

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- Backhoe DEF- \$5.14
- John Deere Boom Mower-\$0.00
- Woodchipper- \$0.00

Purchases & Expenses

- Kuzan’s True Value- \$1593.85
- Advance Auto Parts Professional-\$105.10
- Stork’s Plow- \$140.77
- Deer Country Farm & Lawn- \$260.00
- E.M. Kutz Inc.- \$2772.16
- Exter Supply Co Inc- \$276.30
- Bobcat of Reading- \$12.67
- Lowe’s- \$8.84
- Tractor Supply Co- \$99.99
- Dick’s- \$52.98
- Mainstream Industries Inc.-\$195.00

Foreman

Israel Santiago

Mr. McMullen opened the following bids for the 2026 Road project :

Construction Masters	\$236,979.90
H & K Group	\$198,411.40
New Enterprise Stone	\$225,400.80

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to award the 2026 Road Project bid to the lowest responsible bidder after review by the Solicitor and Engineer. Vote 2:0

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to approve the quote for Ehrlich to perform vegetation control spraying. There is an 8% increase this year for a total of \$5,742.00 for nine locations. Orchard Lane’s quote was removed from the total. Vote 2:0

March 2026 Engineer’s Report

Subdivisions and Land Development Projects

1. **Cambridge Lee Industries**

A revised preliminary land development plan was received and will be reviewed for the Ontelaunee Township Planning Commission meeting to be held April 16, 2026. The initial plan submission was tabled at the Ontelaunee Township Planning Commission meeting held February 19, 2026.

2. **Reading Plastics Machining & Fabrication**

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The final land development plan was conditionally approved at the Supervisors meeting held March 5, 2026. Attorney Magovern's office is preparing the hold harmless agreement portion of the conditional approval. Once finalized, the agreement will be forwarded to the developer's representative for signature.

3. **McIntosh Farms III Development**

ARRO is preparing documents for Leesport Borough Authority approval of the additional flow. The document submittal to LBA is tentatively scheduled for the week of April 6th. Approval of the additional flow by LBA will be followed by the submission of a Water Quality Management Part II permit application to PADEP for the increase of capacity at PS #7.

4. **McIntosh Farms II**

ARRO is conducting periodic observations of project improvements (sidewalks).

MetEd expressed concerns regarding the voltage of the Sunglo Drive streetlights. The developer resolved the concern by reducing the voltage to 120V from 240V.

5. **Snyder Business Park**

A revised plan and supporting documents were received and will be reviewed for conformance to the conditional plan approval. We received notice that all agreements for the project (Improvement, Storm Water Management, Traffic, Sewer Capacity and Water Capacity) will require revisions due to the project implementation being undertaken by the PNK Group. Information regarding this request was forwarded to the Township and Attorney Magovern's office via e-mail by the developer.

6. **Schuylkill Valley School District Field House Land Development II – No activity since the last report.**

A resubmission for the project was received; however, it appears to be a copy of the project bid package for the building containing the previous land development plan.

7. **Miele Group Land Development** – No activity since the last report.

ARRO is conducting periodic observations of project improvements."

8. **Epting Tract Subdivision** – No activity since the last report.

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)** – No activity 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. The Township office informed ARRO of erosion occurring along the road adjacent to the Rutters stormwater pond. We will contact Rutters to take corrective action.

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- b. 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.

Relocation of the MetEd facilities appears to have been resolved with a site conference to be held April 8th at 11:00 a.m. to review the relocation with the contractor and MetEd.

- c. Bids for the 2026 Road Improvement Program were due for submission today for opening at the Supervisors meeting. The agenda contains an item regarding the project bid opening.
- d. The PRP project is underway. Construction activities shifted to the Ontelaunee Drive portion of the project following the discovery of an incorrect elevation on the Edinboro Lane site. The discharge pipe on Edinboro Lane invert elevation is incorrect by 2'. We cannot contact the surveyor for the project (she is deceased). The incorrect elevation requires redesigning the wet pond. Although the wet pond will function the same, the inlets, pipes and level spreaders shown on the original plans and purchased will not be used. The purchased and uninstalled materials will be provided to the Township. Preliminarily, the revisions provide no savings or additional costs (saved materials and labor cost absorbs the added mobilization cost).
- e. The Stormwater Management Plans for the Orchard Lane parking area were resubmitted for review. A SWM agreement was prepared by Attorney Magovern's office and forwarded to the developer, via their consultant, for approval.
- f. A TIS Scoping form submitted to PennDOT on behalf of LCBC located on Redner's Way received comments from PennDOT. In short, PennDOT is not in favor of an additional access for the site via the proposed right-in/right-out to SR 61 due to the existing access points.
- g. There is an item on the agenda regarding adoption of the revisions to the Stormwater Management Ordinance as prepared by Attorney Magovern's office and reviewed by ARRO. The amendment pertains to infiltration setbacks and dewatering times.
- h. The agenda contains an item for refunding CI services the escrow fees for various Road Opening permits issued for fiber optic line installations. A number of the Road Opening permits were implemented with the majority being abandoned due to utility conflicts.
- i. 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. We will arrange a review of the area with the successful bidder of the 2026 Road Project.
- j. SR 0073 Speed Study – No activity since the 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.

11. **Water System Engineering & Reporting**

- a. Water reporting was completed via the PADEP portal.

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- b. An update on the status of the Ashley Lane Water Booster Pump Station Upgrade project by RAWA was requested from SSM. The results of this request, just forwarded this morning, will be provided verbally or by e-mail.

12. **Sanitary Sewer System Engineering**

- a. The 2025 tributary Chapter 94 reports were prepared and forwarded to 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. 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.

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

There are no operation items to report.

Sanitary Sewer Operations (ARRO Water Services)

There are no operation items to report.

14. **GIS/Technology**

ARRO provided location, timeline and cost information for additional field locating of the existing utilities to the Township under separate cover.

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to return unused escrow funds to CI Services in the amount of \$32,177.85. These escrows were submitted at the time CI Services had intended to install Fiber optics at different locations in the township. The funds were not depleted as the project at some locations was terminated. Vote 2:0

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to approve additional work on the GIS system by Arro Consulting at a estimated cost of \$3,600.00. Vote 2:0

MS4: Nothing to report

Solicitor: Solicitor Magovern

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to adopt Ordinance #2026 –2 amending Stormwater management and to amend the infiltration BMP setbacks and dewatering times. Vote 2:0

CODE ENFORCEMENT – March Report

EMA COORDINATOR – no report

POLICE COMMISSION – no report

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PLANNING COMMISSION - meeting was cancelled

EXPENDITURES

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to approve expenditures for the month of March in the amount of \$276,448.72 Vote 2:0

General	\$222,482.50
Water	\$ 40,385.67
Sewer	\$ 13,580.55

LIST OF BILLS PAID MARCH 2026

21st Century Media - Philly Cluster	307.59
Advanced Auto Parts	306.26
Barley Snyder	1,661.00
Berks County Public Works Association	125.00
Berman Freightliner	21.38
Capital Blue Cross	3,551.88
CI Services	32,176.85
Control Systems 21	2,063.95
County of Berks	22,958.34
COUNTY PLUMBING & ELECTRIC	321.15
Deer Country Farm & Lawn Inc.	260.00
Delaware Valley Regional Finance Authori	1,394.40
E.M.KUTZ, INC.	2,772.16
Eastern Salt Company Inc.	14,268.80
Elan Financial Services	2,431.27
Elite Fuel Service, LLC	3,652.25
ENGLE-HAMBRIGHT&DAVIES, INC.	770.00
Envirep Inc	7,365.68
Exeter Supply Co, Inc	4,222.45
First Energy	7,637.16
Hartman Valeriano Magovern & Lutz P.C.	7,349.28
JB Environmental Services LLC	396.00
KUZANS HARDWARE	1,469.35
Long, Barrell & Co., LTD.	4,812.50
McGrew Enterprises LLC	12.67
Met-Ed	3,019.94
MSII	195.00
Nationwide	502.30
NORTHERN BERKS REGIONAL POLICE DEPT.	104,829.58
Pitney Bowes	1,432.78
POSTMASTER	363.34
ProAsys	325.00
Reading Area Water Authority	33,862.27

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Reading Office Maintenance	220.00
Ready Refresh	37.93
Republic Services #318	2,500.94
Rhoads Energy Corporation	1,371.50
RMW Inspection LLC	3,765.00
SAM'S MASTERCARD	286.00
Schultz Technology Solutions	855.98
Stork's Plows	140.77
Suburban Testing Labs	201.00
TELCO GROUP LLC	3.25
VERIZON	39.56
W. B. Mason Co. Inc.	55.96
William Smith	133.25
TOTAL	276,448.72

OLD BUSINESS:

NEW BUSINESS:

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to approve the YMCA – Tri-Valley summer contract for summer 2026 and to authorize a donation of \$5,000.00. Vote 2:0

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to approve the Special Event Permit for Penn Valley Shows in conjunction with Leibensperger Funeral Home to hold a Spring Carnival in mid to late April. This event will take place at 223 Peach Street, Leesport. Vote 2:0

UPCOMING MEETINGS/INFO:

April 13 – 6 p.m. – NBRPD Commission meeting
April 16 – 7 p.m. – Planning Commission
May 7 - 7 p.m. – Supervisors meeting

ADJOURNMENT

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to adjourn the monthly meeting at 7:32 p.m. Vote 2:0

Respectfully

Kim Y. Berger
Secretary