

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

Additional Meeting Attendees: Dave Kee, Engineer
Elizabeth Magovern, Solicitor
Kim Y. Berger, Secretary

Visitors- No Visitors

A motion was made by Jeremy Hoagland and seconded by Josh Steingraber to amend the agenda and to authorize the engineer to assist Berks Soil and Stone with questions regarding the property on Pottsville Pike north of their property on Belleman's Church Road. The Supervisors authorized up to 5 hours of engineering time. Vote 2:0

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

EMERGENCY SERVICES REPORTS:

FIRE DEPARTMENT – March 2026

POLICE DEPARTMENT – March 2026

EMS –April 2026

BUSINESS FROM FLOOR: No visitors

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

Real Estate Taxes -	\$918,854.44
Real Estate Interims -	\$ 186.85

April 2026 Public Works Daily Log

April 1, 2026

- PA One Call
- Emergency PA One Call
- Expense Report
- Welding Truck #7
- R.A.W.A Meeting – Meter Moving
- Issue at Township Building Auto Lights (Flagpole, Outside Lights, Township Sign)
- Mowed Rec A & Rec B
- Updated Payroll

May 5, 2026

April 2, 2026

- Township Check
- Park Trash/ Debris Check
- Dragged Baseball Field
- Filled up Gas Cans
- Pumpstation Siding Removed due to wind (Fixed)
- Utility Truck V-Box Removed
- V-Box Lubed and sprayed for storage
- Sherwin-Williams Expo

April 3, 2026

- Holiday

April 4, 2026

- Saturday

April 5, 2026

- Sunday

April 6, 2026

- Spring Hydrant Flushing
- Weekly Hydrant Flushing
- Rec B Trees Planting
- PA One Calls
- Boil Water Alert Handout
- Orchard Rd Sinkhole Notice
- Township Check
- Park Trash/Debris Check
- Drag Baseball Field

April 7, 2026

- Spring Hydrant Flushing
- PA One Call
- Emergency PA One Call
- Information Handout of Orchard Project to anyone affected
- New Lab Sampling Site Located
- Foreman Office Organization
- Picked up Rocks left at Rec B where trees were planted
- Orchard Project Meeting

April 8, 2026

- Meeting- Rt 73 and Ontelaunee Drive
- Meeting- Mason for township sign
- Electronic Drop Off
- Spring Hydrant Flushing
- Pump Station Work Order

May 5, 2026

- Township Building Mowing
- Truck #7 Welding
- Orchard Project Started

April 9, 2026

- Sunglo Grass Issue (Topsoil, Seeded, Straw)
- Township Property Rolled Grass Issue (Topsoil, Seeded, Straw)
- Installed Dropbox at Township
- Update Street Light Serva
- Orchard Project Continued
- Set Up Road Close Signs/ Road Closed Up Ahead Signs

April 10, 2026

- PA One Call
- Orchard Project Continued
- Leesport Meeting
- Willow Creek Road Tree limbs Removed
- Grims Pick Up Truck #5
- Boil Water Alert Removed Handout
- Supply Run
 - Welding Items
- Township Check
- Update Street Light Serva
- G.I.S Update
- Park Trash/ Debris Check
- Drag Baseball Field
- Finished Truck #7 Welding

April 11, 2026

- Saturday

April 12, 2026

- Sunday

April 13, 2026

- Park Trash/ Debris Check
- Drag Baseball Field
- Hydrant Flushing/ Testing
- PA One Calls
- Repaired Dumpster Lid- Welded
- Dries Bridge Clean Up
- Township Check

April 14, 2026

- Removed/Stored V-Box Truck #5
- Lubed and sprayed V-Box

May 5, 2026

- Greased Backhoe
- Prep for Boil Water Alert
- Repaired Auto Flusher Controller
- Police Side of Building Issue with Women's Bathroom Toilet (Fixed)
- Shop Bathroom Toilet Leak (Fixed)
- Township Spraying Weedkiller Started
- Removed Broom from Boom Mower

April 15, 2026

- Public Works Association Meeting
- PA One Calls
- Boom Mower Testing

April 16, 2026

- PA One Call
- Removal of Road Close Sign/ Road Closed Up Ahead Signs
- Continued Weed Spraying Throughout Township
- Flushed Water Main Due to Shut Down Off Power at R.A.W. A 's Station
- Updated Daily Log
- Updated Payroll
- Rec A & Rec B Mowed
- Started Mowing Pump Stations
- Started Mowing Township Building

April 17, 2026

- Finished Mowing Township Building
- Finished Mowing Pumpstation
- Mowed Bewley Retention
- Park Trash/ Debris Check
- North Point Mowed
- Picked up New Oil Barrel
- Supply Run for Motor Oil- Ex-mark mower
- N. Calais Storm Drain Sinking Issue Added Stone where it is eroding
- Made a list of roads for street sweeper
- Issue on Hannibal Ln with Wires hanging

April 18,2026

- Saturday

April 19, 2026

- Sunday

April 20, 2026

- Hydrant Flushing/ Testing
- Street Sweeper/ Shadow Vehicle

May 5, 2026

- PA One Calls
- Baseball Field Drag
- Park Rec A Issue Checked (Uneven Floor)
- Sinkhole Issue At Rutters
- Park Trash/ Debris Check
- Cleaned Vehicles

April 21,2026

- PA One Call
- Street Sweeper
- Painted Down Spot for Shed
- Picked Up Infield Mix
- Boom Mowed One Side Of Wiley's Road
- Filled In Pot Holes throughout township

April 22, 2026

- PA One Calls
- Made Keys for Part Timer
- Removed Flashers from Stop Signs
- Township Check
- Filled Fuel Cans Up
- Added Infield mix to Baseball Field
- Dragged Infield Mix Evenly
- Got our Emergency Vehicle Loaded for Any Emergency
- Organized toolbox on Truck #1
- Shut Off Water
- Returned all damaged PennDOT Signs

April 23, 2026

- PA One Calls
- Mowed Township Building (Not Complete)
- Mowed Pumpstation Property
- Fixed John Deere Lawn Mower
- Tree Removed from Wiley's Road
- Updated Log
- Removed Camera from Police Side
- Spackle Holes from Camera Removal
- Sanded Holes

April 24, 2026

- Mowed Township Building Finished
- Mowed Bewley Retention
- Mowed North Point
- Park Rec A & B Mowed

May 5, 2026

- Supply Run to Reading Foundry
- Fixed Lobby's Women Bathroom Toilet
- Township Check
- Park Trash/ Debris Pick Up
- Issue at Rec A (parking lot issue)
- PA One Calls
- Supply Run for Paint
- Painted Spackle Area

April 25, 2026

- Saturday

April 26, 2026

- Sunday

April 27, 2026

- Hydrant Flushing/ Testing
- Park Check/ Debris Check/ Park Trash
- Drag Baseball Field
- Seed, topsoil, and Straw N. Calis Project
- Supply Run for Topsoil and anchors
- PA One Calls
- Milling Added- Ontelaunee Drive & Lakeshore Drive Intersection Rolling Curb Issue
- Milling added- Bowers Rd
- Returned Plate Tamper to Leesport
- Removed Beehive from Rec A
- Spoke to New Business on Peach St

April 28, 2026

- Gernants Church Rd & Adams Rd Manhole Issue Taken care Of
- Supply Run Berks Soil & Stone – Mulch
- Rec A Mulching- Swing Set Area & Play Area (Play Area Not Completed)

April 29, 2026

- PA One Calls
- Final Water Meter Read
- Supply Run Berks Soil & Stone- Mulch
- Rec A Play Area Mulching Completed
- Rec B Play Area Mulching Completed
- Supply Run to Messick's- Power Washer Part
- Supply Run M.B Glick- Part for Broom for Tractor
- Truck #4 Pick Up from Highland
- Log Update

April 30, 2026

May 5, 2026

- Water Billing Run
- Township Check
 - Removal of Debris Off Storm drains
- PA One Calls
- Pump Out Vaults filled with water
- Expense Report
- Log Update
- Fix Pressure Washer
- Hang Police Lock Box
- Vehicle Log List
- Updated Payroll
- Valve Exercise Throughout Township

Foreman Report April 2026

Fuel Used

- Truck #1- \$256.19
- Truck #2- \$232.56
- Truck #3- \$81.69
- Truck #4- \$0.00
- Truck #5 - \$119.54
- Truck #6 – \$150.00
- Truck #7- \$154.53
- Truck#7- 3/10/26- \$99.57
- Truck #7 DEF- \$0.00
- Truck #8-\$0.00
- Truck #8 DEF- \$0.00
- Gasoline Cans- \$155.73
- Backhoe- \$0.00
- Backhoe DEF- \$0.00
- John Deere Boom Mower-\$219.21
- Woodchipper- \$0.00

Purchases & Expenses

- Kuzan's True Value- \$318.94
- Advance Auto Parts Professional-\$83.26
- E.M Kutz Inc- \$2,341.55
- Harbor Freight- \$79.99
- M.B Glick LLC- \$29.90
- Reading Foundry & Supply Co. LLC- \$575.96
- Highland Auto & Truck Repair Inc.- \$6,480.73
- Messick's- \$9.00
- M&A Excavating- \$45,006.19

Foreman Israel Santiago

April 2026 Engineer's Report

Subdivisions and Land Development Projects

1. **Cambridge Lee Industries**

A revised preliminary land development plan was received and was reviewed for the Ontelaunee Township Planning Commission meeting held on April 16, 2026. The plan submission was tabled at the Ontelaunee Township Planning Commission meeting held April 16, 2026.

2. **Reading Plastics Machining & Fabrication**

The final land development plan was conditionally approved at the Supervisors meeting held March 5, 2026. Attorney Magovern's office prepared the hold harmless agreement portion of the conditional approval. The agreement will be forwarded to the developer's representative for signature. Additional waivers were requested and recommended for approval at the April 16, 2026 Planning Commission meeting.

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. Final paving is anticipated to occur in July of 2026. The developer requested a final walkthrough prior to final paving.

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. Construction escrow was returned for corrections. A letter was prepared regarding the right-of-way of Snyder Road between SR 0061 and Leesport Avenue

6. **Schuylkill Valley School District Field House Land Development II**

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. Agreements were sent to the SVSD.

7. **Miele Group Land Development**

ARRO is conducting periodic observations of project improvements. Asbuilt plans were submitted for review.

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. After further investigation, it appears that the erosion is located in the PennDOT swale. Coordination with PennDOT is required.

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. An extension of the grant was provided from DCED.

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. A change order was requested from CM High for conduit and pulling lines for the relocation.

Traffic Signal & School Flasher Project preconstruction meeting will be held on May 5, 2026.

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. NTP was provided.

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). A cost estimate of 30,189.32 was provided from PennDOT for payment by the Township.

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 Kindt 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.

- k. Rooftop Solar Project – First Energy has requested a level 3 screening. A level 2 application had been submitted, which is typical. During the evaluation by First Energy, they review the power lines between the customer and substation and this was flagged during the technical review. Spotts has submitted the level 3 application. Work is anticipated to begin in this fall.

11. **Water System Engineering & Reporting**

- a. Water reporting was completed via the PADEP portal.
- 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 staff conducted a site visit at Materion on April 16, 2026 regarding the introduction of a new system for treatment of production water, which will be implemented in May 2026.
- 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.

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

There are no operation items to report.

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

There are no operation items to report.

15. **GIS/Technology**

ARRO conducted one day of utility field mapping in April 2026. ARRO contacted Township staff to review data collected, as well as outstanding information. ARRO also reached out to Township staff in order to setup a meeting to discuss tracking FOG compliance using the Township's GIS program.

May 5, 2026

A motion was made by and seconded by to accept the review extension for the Epting Tract Preliminary Plan until August 6, 2026 as provided by the developer. Vote 2:0

MS4: Nothing to report

Solicitor: Solicitor Magovern

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to approve the executed agreements for the Reading Plastics project and authorize execution of same. Vote 2:0

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to authorize the solicitors office to draft a resolution increasing the water/sewer shut off posting to \$75 each and to increase the water termination fee to \$150 and the restoration fee to \$150. Vote 2:0

CODE ENFORCEMENT – April Report

EMA COORDINATOR – no report

POLICE COMMISSION – no report

PLANNING COMMISSION -

Reading Plastics: Plan has already been conditionally approved; in the process of meeting requirements noted in Arro review letter. Lighting plan will be submitted.

2 waivers were requested regarding the stormwater management basin designed to capture and manage the runoff from the proposed building addition. The basin is 2' 9" in depth from bottom to top of the berm, holding 9 5/8 inch depth of water in the 100 yr. storm event. As such, a request for waiver has been submitted to reduce the berm requirement from 8' to 5' and eliminate the requirement for an impervious clay trench and core for the basin.

On the recommendation of the Planning Commission, a motion was made by Josh Steingraber and seconded by Jeremy Hoagland to accept a request for waiver of section 314.A.5.e.- All berms shall be constructed with a compacted relatively impervious key trench and core. Vote 2:0

On the recommendation of the Planning Commission, a motion was made by Josh Steingraber and seconded by Jeremy Hoagland to accept a request for waiver of Section 314.A.5.b -Minimum berm width shall be 8' Vote 2:0

EXPENDITURES

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to approve expenditures for the month of April in the amount of \$673,283.37 Vote 2:0

General	\$500,216.93
Water	\$ 47,038.05

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Sewer \$126,028.39

BILLS PAID - APRIL 2026

21st Century Media - Philly Cluster	1,007.63
Advanced Auto Parts	86.10
Albright College, Center for Excellence	350.00
ARRO Consulting, Inc.	23,080.35
ARRO Water Services	10,758.36
AT & T Mobility	33.48
Barley Snyder	912.00
Berks Soil & Stone	90.00
Borough of Leesport	761.90
Capital Blue Cross	3,551.88
Comfort Pro, Inc	1,161.00
Commonwealth of Pennsylvania	4,000.00
COUNTY PLUMBING & ELECTRIC	115.00
Curtis Power Solution	2,997.06
Delaware Valley Regional Finance Authori	1,394.40
E.M.KUTZ, INC.	2,341.55
Earth Engineering Inc.	6,487.50
Elan Financial Services	487.67
Elite Fuel Service, LLC	3,428.20
First Energy	7,676.20
Hartman Valeriano Magovern & Lutz P.C.	9,442.24
J.C.EHRLICH	5,445.80
JB Environmental Services LLC	468.00
KUZANS HARDWARE	1,534.72
Long, Barrell & Co., LTD.	4,980.60
M & A Excavating , LLC	45,006.19
Met-Ed	2,535.44
Mike Grim's Truck Wreck Specialists, Inc	7,426.75
Nationwide	4,252.30
NORTHERN BERKS REGIONAL POLICE DEPT.	104,829.58
Ontelaunee Township	17,443.20
Reading Area Water Authority	36,285.17
Reading Foundry & Supply Co. LLC	575.96
Reading Office Maintenance	220.00
Republic Services #318	1,250.47
Rhoads Energy Corporation	961.01
Rieck's Printing	3,785.00
RMW Inspection LLC	4,770.00
Schultz Technology Solutions	191.70
SOS Business Machines	195.76
Suburban Testing Labs	2,763.00

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TELCO GROUP LLC	58,779.96
Truist Governmental Finance	187,686.75
W. B. Mason Co. Inc.	34.73
Wilmington Trust Company	101,698.76
TOTAL	673,283.37

OLD BUSINESS:

NEW BUSINESS:

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to accept the resignation of Charles Grebloski as Supervisor. Vote 2:0

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to authorize the Township Secretary to advertise for letters of interest for the Supervisor Position with a deadline of submission on or before May 27 @ 3 pm. Vote 2:0

Interviews for potential candidates for the supervisor position will take place at the worksession on June 2, 2026.

UPCOMING MEETINGS/INFO:

May 11 – 6 p.m. – NBRPD Commission meeting
May 21 – 7 p.m. – Planning Commission
June 4 - 7 p.m. – Supervisors meeting

ADJOURNMENT

A motion was made by Josh Steingraber and seconded by Jeremy Hoagland to adjourn the monthly meeting at 7:20 p.m. Vote 2:0

Respectfully

Kim Y. Berger
Secretary