

The meeting of the Douglass Township Board of Supervisors was called to order at 7:01 P.M. Attending were Chairman Anthony Kuklinski, Supervisor Alan Keiser, Solicitor Robert Brant, Mike Heydt, Bob Dries, Peter Hiryak, Chief Templin, and 11 residents.

Mr. Hiryak led the Pledge of Allegiance to the flag. A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to appoint Manager Hiryak as Temporary Chairman to conduct nominations for Election of Officers. Keiser-Aye, Kuklinski-Aye. Motion passed.

Reorganization Meeting for the Year 2017

The meeting was turned over to Manager Peter Hiryak as Temporary Chairman to conduct the nominations for Chairman and Vice-Chairman of the Board of Supervisors. The Manager asked for nominations for Supervisor Chairman.

Mr. Keiser nominated Tony Kuklinski as Board of Supervisor Chairman, no other nominations were received, and this motion was seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-Aye. Motion passed.

The Manager asked for nominations for Vice-Chairman of the Board of Supervisors.

Mr. Kuklinski nominated Alan Keiser as Board of Supervisor Vice-Chairman, no other nominations were received, and this motion was seconded by Mr. Keiser. Keiser-Aye, Kuklinski-Aye. Motion passed.

The Manager stated that the position of the third Township Supervisor is vacant and the Supervisors would like to conduct interviews with the interested parties at 10am on Saturday January 14th, 2017. The Manager asked for authorization to advertise the meeting. Interviews will be given to all that provided the Board of Supervisors with their Letter of Intent and resumes.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize the Township Manager to advertise a meeting for interviews for the position of Township Supervisor to be held on January 14th, 2017 at 10am. Keiser-Aye, Kuklinski-Aye. Motion passed.

Chairman Kuklinski continued with the nominations for Appointments as listed on the Agenda:

A motion was made by Mr. Kuklinski to appoint Mr. Robert Brant of Robert L. Brant & Associates LLC, as Board of Supervisor Solicitor, Mr. Matt Doll of Boyd and Karver, as Planning Agency Solicitor, to appoint Gilmore & Associates as Township General Engineer and Traffic Engineer, Marcy Meitzler as Township Secretary, to appoint Cynthia S. O'Donnell as Township Treasurer, and to set the Treasurers Bond at \$2,500,000 (2.5 million with H. A. Thomson, Travelers Insurance), to appoint Peter J. Hiryak as Township Manager, Michael Heydt as Township Road Master, to appoint Robert Dries as Township Zoning Officer and Mark John as Building Inspector/Plan Review for both Residential & Commercial/Assistant Zoning Officer, to appoint Scott Groff as Road Foreman, Barry Templin, under contract until June 2018, as Police Chief, and Ricky Smith as Fire Marshal and set pay rate at \$15.00 per hour for Fire Marshal duties, to appoint Betty Musser and

Allison Bednar as Police Secretaries, Andrew Duncan as the Solid Waste & Recycling Coordinator, the Board of Supervisor Chairman to be the Chief Administrative Officer for the Pension Funds, also a motion was made by Mr. Kuklinski to appoint the Montgomery County Health Department as the Sewage Enforcement Officer for all on-site septic systems in the Township, to appoint Berkheimer Associates as the Delinquent Per Capita Tax Collection, Berks EIT Bureau as the Earned Income Tax Collector and Local Services Tax Collector, to appoint Tony Kuklinski as the Representative to Pottstown COG with Manager Peter Hiryak as a delegate, to appoint Tony Kuklinski and Peter Hiryak as the Representatives to Pottstown Metro Regional Planning, to appoint Alan Keiser as Representative to the Agricultural Secure Board, Mark Toepel as the Vacancy Board Chairman, to appoint Captain Harvey Price, Lt. Don Frantz, Jim Scott, James Mains, Bryan Beaulac, Lawrence Bandura, Chief Rick Smith, Andy Duncan, Kris Hammill, and Bob Kerekes as Special Fire Police, to appoint Andrew Duncan as the Emergency Coordinator for Douglass Township, Garry Schmoltze as Assistant Emergency Coordinator, to appoint any of the Supervisors, Manager, Roadmaster, and Treasurer as Township Delegates to the State Supervisors Convention, to appoint Key Bank, PLIGIT, Vist Bank, and Great Eastern Management as Township Depositories, to appoint Josh Hagadorn, Sam Hunter, Ed Reitz, Tom Wynne, Bill Friel, and Bernard Sell to the ICC (International Construction Code) Appeals Board, to appoint Kurt Davidheiser to the Zoning Hearing Board for a three year term, to appoint Bill Zern & Ed Reitz to the Planning Agency each to have a four-year term, to Establish the Standard Mileage Rate at (2017 Federal Rate .535cents per mile), to appoint Randy Romig, Judith Wills, Ronald Davidheiser, Bernie Sell, Deb Nester, Josh Stouch, Greg Gress, and Roger Updegrave to the Open Space Committee, to appoint Pete Hiryak, Bill Zern, Tom Wynne, Josh Hagadorn, Tim Miller, Scott Moyer, and Tom Link to the Revitalization Committee, to appoint Carl Hiryak, Peter Hiryak, and Mike Heydt to the Oberholtzer Schoolhouse Committee, to appoint Gary Carpenter, Sam Hunter, Tom Link, Ed Reitz, Tom Wynne, Josh Hagadorn, Greg Herb, Roger Updegrave, and Greg Gress to the Act 209 Advisory Committee, and to appoint BOS Representative Andrew Duncan, Bob Dries, Greg Lignelli, Dean Brumbach, Garry Schmoltze, Rick Smith, and a District #1 Representative TBA as Emergency Service Board Representatives, the motion was seconded for all listed above by Mr. Keiser. Keiser-Aye. Kuklinski-Aye. Motion passed.

This concluded the 2017 Reorganization portion of the meeting. Mr. Kuklinski asked if there was any changes or corrections to the December 19th, 2016 Board of Supervisors minutes, no changes or comments were given.

A motion was made to approve the minutes of December 19th, 2016 Board of Supervisors meeting by Mr. Kuklinski, seconded by Mr. Keiser. Keiser-Aye, Kuklinski-Aye. Motion passed.

Mr. Brant opened the public hearing for proposed Ordinance 2017-01 Montgomery County SWAT Western Region Agreement at 7:10pm stating that this proposed Ordinance essentially dissolves the former CMERT Agreement and replaces it with the Montgomery County SWAT Western Region Agreement which is currently being adopted by other neighboring Municipalities. Mr. Brant introduced into public record the following documents: the motion for advertisement, the Legal Notice dated 12/9/16, Law Library documentation, Proof of Publication, and the Ordinance itself. Mr. Brant asked if Chief Templin had anything to add, Chief Templin stated that Mr. Brant is accurate in describing the proposed ordinance and that 12 other Municipalities are participating in this agreement. Mr. Brant asked if there were any questions from the Board or from the public, no

comments were given. Mr. Brant closed the public hearing at 7:13pm and asked if the Board was prepared to take action.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to adopt Ordinance 2017-01 Montgomery County SWAT Western Region Agreement. Keiser-Aye, Kuklinski-Aye. Motion passed.

Manager reviewed the schedule of upcoming 2016 meetings as follows:

1. Schedule of Meetings:
 - a. Wednesday, January 4th @ 6pm – Elected Board of Auditors Meeting, Reorganization - The Manager will be attending.
 - b. Thursday, January 12th @ 7pm-P/A Reorganization Meeting.
 - c. Tuesday, January 17th @ 6:30pm BOS Agenda Mtg, BOS Mtg @ 7pm, Open Space/Recreation Committee @ 6pm.
2. Fee Resolution Amendment (approval from BOS required) – fees were added to include:
 - 1.c. a minimum building permit fee of \$50.00
 11. change item 11 to include fees for minor storm water management review fees and escrows.
 21. add fees for professional services provided as part of preliminary reviews of plans for compliance with Zoning, Subdivision, and/or land development.
 22. add to include fees or annual inspections by the Fire Marshal.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to approve the Fee Resolution Amendment with the recommended changes as listed above. Keiser-Aye, Kuklinski-Aye. Motion passed.

3. 2017 Non-Uniform Wage Sheet (approval by BOS required) – Mr. Hiryak stated that he gave copies of the 2017 Non-Uniform Wage Sheet for the Board to review and asked for the Board's motion for approval.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve the 2017 Non-Uniform Wage Sheet as given. Keiser-Aye, Kuklinski-Aye. Motion passed.

4. BMMA DCED 2016 Annual Report (Copy to BOS for review only)
5. Zoning Hearing Board
 - a. Berks Mont Trading Co – Hearing postponed TBA, the applicants are revising their application and plan eliminating the outside activities at the site.
 - b. Dolansky, 550 County Line Road – Thursday, January 5th, 2017 @ 6pm, for expansion of a garage in the M1 Office & Light Industrial Zoning District.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to accept the Manager's Report as given. Keiser-Aye. Kuklinski-Aye. Motion passed.

Public Comment

No comments were given.

Old Business/New Business

No old business or new business was given.

A motion was made to adjourn the meeting at 7:15pm by Mr. Kuklinski, seconded by Mr. Keiser. Keiser-Aye, Kuklinski-Aye. Motion passed.

Respectfully submitted by,
Marcy Meitzler