

The meeting of the Douglass Township Board of Supervisors was called to order at 7:03 P.M. Attending were Chairman Alan Keiser, Vice Chairman Joshua Stouch, Supervisor Tom Wynne, Solicitor Robert Brant, Josh Hagadorn of G&A, Pete Hiryak, Andrew Duncan, Mike Heydt, Cynthia O'Donnell, Chief Templin, and approximately 36 residents.

Mr. Keiser led in the Pledge of Allegiance. A reporter was present at this evenings meeting. Mr. Keiser announced that an Executive Session was held tonight prior to the meeting from approximately 6:15pm -6:40pm involving personnel matters. No decisions or votes were taken.

Mr. Keiser asked if there were any additions, corrections, or comments to the minutes of the December 2nd, 2019 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approve the minutes of the December 2nd, 2019 Board of Supervisors Meeting. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Mr. Keiser asked if there were any questions, comments, or corrections to the December 16th, 2019 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approve the December 16th, 2019 Board of Supervisors Agenda. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Emergency Service Personnel (Presentation of Certificates)

Mr. Duncan and Supervisor Stouch presented certificates to the Police Department, GACAS, Highway Department, and Fire & Rescue, and Gilbertsville Towing for their unwavering efforts during the July 11th, 2019 flooding event. Also Mr. Duncan and Supervisor Stouch presented individual Life Saver Awards to Officer Dykie, road crew members Gary Griesemer, McKenna Powanda, and Nick Bardman for life saving efforts during the July 11th, 2019 flooding event. Mr. Duncan and Chief Smith stated that the dedication of all of these people resulted in 14 calls, 15 rescues, and 1 dog rescue with no loss of life.

Highway Report – Mike Heydt

Public Works – Full Time Employee Start Date and Wages – Mr. Heydt asked the Board of Supervisors to approve the hiring of Cody Whitfield for the Township road crew at \$15 per hour as budgeted with a starting date of December 30th, 2019. No questions were given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approve the hiring of Cody Whitfield for the Township road crew at the budgeted amount of \$15 per hour with a starting date of December 30th, 2019. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to accept the Highway Report as presented. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Gilbertsville Area Community Ambulance- Garry Schmoltze

Chief Schmoltze gave the November 2019 GACAS Report: 63 patients transported, 5 public assists, 2 Unit Assists, 14 cancelled, 0 dead on scene, 14 patients evaluated no treatment/transport required, 3 patient refusal, 3 patient treated and released, and 4 standby for a total of 108 calls for service. Service by Municipality: 55 Douglass Twp, 22 New Hanover, 7 Upper Pottsgrove, 1 East Greenville Boro, 8 Pottstown, 3 Upper Frederick, 1 Upper Hanover, 4 Boyertown Borough, 3 Colebrookdale, and 4 Douglass Berks. Admissions: 45 Pottstown, 8 Lehigh, 5 Phoenixville, 2 Reading, 2 Quakertown, and 1 other. Training weekend for EMT and Medics involving HAZMAT, driver training and infrequent skills for medics. No questions were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to accept the GACAS Report as presented. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Fire & Rescue Report – Chief Rick Smith

Chief Smith gave the Fire & Rescue Report for November 2019: 1 fire, 3 fire alarms/CO2 alarm, 2 hazmat, 3 EMS assists, 2 vehicle accidents, 4 investigations, 1 special service, 5 fire police, and 4 assist other departments for a total of 25. Chief Smith wished everyone a Merry Christmas & Happy New Year and remember to water your Christmas Trees so we don't have to.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to accept the Fire & Rescue Report as presented. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Open Space/Recreation Committee Report

No report was given. Manager Hiryak stated that the tree lighting ceremony was a nice Holiday event and thanked the Rec Committee and Township Staff for their help.

Police Department-Chief Barry Templin

November 2019 Statistics: 407 incidents reported, 10 reportable accidents, 13 non-reportable accidents, 6 criminal investigations, 7 criminal arrests, 21 traffic citations (paper), 79 e-citations, and 9 non-traffic citation. On November 19th, 2019 the Douglass Township Police Department participated in a County wide Limerick Nuclear Power Plant Drill held at the Public Works Facility located on Municipal Drive, this year was being Federally evaluated by members from FEMA. (5) Evaluators were dissecting our emergency plans and the operations within our Emergency Operations Center. Chief Templin thanked EOC Coordinator Andy Duncan and all of the agencies of Douglass Township that participated and made this drill and evaluation a success. Mr. Duncan stated that Douglass Township passed with an A+ Grade. Verizon is disconnecting the old copper lines as they roll out fiber lines throughout Montgomery County. As Verizon completes this process, many of the lines that serviced ten (10) digit number, (610) 367-327-1441 is one of the many numbers being phased out in Montgomery County. New numbers have been established. Police: (610) 635-4300, Fire: (610) 635-4455, and EMS: (610) 635-4466. On November 30th, 2019 Sgt. Steffie helped Penn State college student, Matthew Knaub, finish his video project about traffic safety over the holidays. On December 7th our police department participated in the Helpers & Heroes Program. Approximately 30 local, under privileged children were able to shop with police officers at Target in hopes of making their holiday season a little brighter. On December 13th our police department participated in the 2nd Annual DT Christmas Tree Lighting. I want to thank the DT Highway Department, Municipal Staff, the Rec Committee, and Santa for making this an amazing event. December 14th the Red Corner Benefit joined with police officers from our police department, West Pottsgrove Police, East Vincent Police, and West Vincent Police to host a party for Railyn Dami, a four year old girl who is battling leukemia. Money donated to the family came from the Red Corner Benefit and from the four police departments' "No Shave November" campaigns. A wish of Railyn's was to have animals there, so a petting zoo was set-up outside the West Pottsgrove Police Department. Also donated were several Christmas presents for Railyn and her family which were opened up inside with a light lunch being served. Video of the event can be found on the 69 WFMZ news website. Mr. Houseknecht stated that he recently needed the services of the Police Department and Constable Stouch regarding a possible touchy situation and stated to the residents at the meeting that these folks are worth every penny that they get. No other questions were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to accept the Police Report as presented. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Engineer's Report – Josh Hagadorn, Gilmore & Associates

Zern Tract Phase 1 – Escrow Release #3 \$83,770.15 – G&A found that the reduction request submittal was reflective of the work performed to date, adding contingency, engineering/inspection and administrative/legal items and subtracting retainage of 10% of the value of the work performed to date as well as the amounts

previously released results in an amount of \$83,770.15, and we recommend reduction of the escrow by this amount contingent upon any outstanding invoices and the Treasurers review. The amount remaining in the escrow is \$1,787,402.93.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approve Escrow Release #3, based on the Engineers recommendation, in the amount of \$83,770.15 for the Zern Tract Phase 1 contingent upon any outstanding invoices and the Treasurers review with the amount remaining in escrow of \$1,787,402.93. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Zern Tract Phase 1 – Escrow Release #5 \$119,619.74 – G&A found that the reduction request submitted was reflective of the work performed to date, adding contingency, engineering inspection and administrative/legal items and subtracting retainage of 10% of the value of the work performed to date as well as the amounts previously released results in an amount of \$119,619.74, and we recommend reduction of the escrow by this amount contingent upon any outstanding invoices and the Treasurers review. The amount remaining in the escrow is \$1,580,291.52.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approve Escrow Release #5, based on the Engineers recommendation, in the amount of \$119,619.74 for the Zern Tract Phase 1 contingent upon any outstanding invoices and the Treasurers review with the amount remaining in escrow of \$1,580,291.52. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Stafy I – Escrow Release #6 (\$36,355.85) – G&A found that the reduction request submitted was reflective of the work performed to date, adding contingency, engineering inspection and administrative/legal items and subtracting retainage of 10% of the value of the work performed to date as well as the amounts previously released results in an amount of \$36,355.85, and we recommend reduction of the escrow by the amount contingent upon any outstanding invoices and the Treasurers review. The amount remaining in the escrow is \$89,659.04.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approve Escrow Release #6, based on the Engineers recommendation, in the amount of \$36,355.85 for the Stafy I Development contingent upon any outstanding invoices and the Treasurers review with the amount remaining in escrow of \$89,659.04. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Mr. Hagadorn stated that he sent in a grant application for funding to repair or replace the Industrial Drive Culvert, the grant would cover 85% of the costs with a match of 15% by the Township. We will find out in January/February 2020 if we qualified for the funding. No other questions were given.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to accept the Engineer's Report as presented. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Solicitor's Report – Robert Brant, Esq.

Mr. Brant stated that his office has been working on the Long Estate (part of the proposed Market Street), Quigley Bus Project, and Avante Apartments. Mr. Brant said that as part of the process Engineers and Lawyers serve at the Board of Supervisors disposal, they come and go and I would like to say that it is my pleasure to serve the Township. No questions were given.

Applications which are pending but inactive:
Graterford Properties – 400 Gilbertsville Road
Holly Road – Neighborhood Mixed Use

A motion was made by Mr. Stouch-Aye, seconded by Mr. Wynne to accept the Solicitor's Report as presented. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Recycling Report – Andrew Duncan

Mr. Duncan gave a curbside leaf collection update: 80 loads of 1200 cubic yards of material, 1,210.3 miles travelled, 138.9 operating hours for leaf vacuum #1, 5.8 operating hours for leaf vacuum #2, 525.24 gallons of fuel at a cost of \$1,754.68. Mr. Duncan stated that the next project will be tub grinding all the leaves collected. No questions were given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to accept the Recycling Report as presented. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Treasurer's Report – Cynthia O'Donnell

The Treasurer stated that the total bills to be paid for November 2019 totals \$188,770.31. No questions were given.

A motion was made by Mr. Keiser, seconded by Mr. Wynne for authorization to pay the November 2019 Unpaid Bills in the amount of \$188,770.31. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Treasurer O'Donnell asked for the Board's approval of the 2020 Budget for the Township totaling 4.3 million dollars. No questions were given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approval the 2020 Budget for Douglass Township, Montgomery County. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Treasurer O'Donnell asked for the Board's approval of the 2020 Tax Resolution which was increased from 2.3 mills to 2.6 mills, an increase in taxes of .3 mills. Every .1 mill gives the Township \$60,000.00 so this will bring \$180,000.00 to the Township to offset the deficit from retiree benefits and the public works building loan.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to adopt the 2020 Tax Resolution with a tax increase of .3 mills. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed. Mr. Wynne stated that he was impressed at how hard everyone worked on the budget, Mr. Stouch said that \$100,000.00 got shaved off the budget by going bare bones. No questions were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to accept the Treasurer's Report as presented. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Monday, January 6th, 2020 BOS Agenda Meeting @ 6:30pm, BOS Reorganization Meeting @ 7pm. Tuesday, January 7th, 2020 Auditors Meeting @ 7pm. Thursday January 9th, 2020 P/A Reorganization Meeting @ 7pm.
2. Veteran's Coalition Douglass Park 2020 Dates - Manager Hiryak stated that the approved dates for the 2020 Veteran's Coalition Events will be 1/25, 2/22, 3/28, 4/25, 5/23, 6/27, 7/25, 8/22, 9/26, 10/24, 11/28, and 12/26/2020, during the winter months this will be held at the Gilbertsville Fire Company. No questions were given on the Manager's Report.

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

Public Comment

Mr. Houseknecht thanked the Board of Supervisors and staff for everything they do, the residents are lucky to have them. Ms. Orner said she agrees with Mr. Houseknecht, the staff are thoughtful people and she also thanked the staff for all the things they do that aren't seen. Chief Smith reminded everyone that the fire truck will be bringing Santa through the developments on Sunday December 22nd starting at 7am. Mr. Kelly presented aerial

photos of his property that he would like to subdivide and wants verification on what the zoning district is for that parcel, staff will research the zoning. No other comments were given.

Old Business/New Business

No old business/new business was given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to adjourn the meeting at 7:47pm. Wynne-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, January 6th, 2020 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler