

The meeting of the Douglass Township Board of Supervisors was called to order at 7:01 P.M. Attending were Chairman Joshua Stouch, Vice Chairman Tom Wynne, Supervisor Alan Keiser, Solicitor Robert Brant, Josh Hagadorn of G&A, Pete Hiryak, Mike Heydt, Chief Templin, and approximately 18 residents/developers.

Mr. Stouch led in the Pledge of Allegiance. Reporters were present at this evenings meeting. Mr. Stouch announced that Executive Sessions were held tonight prior to the meeting from approximately 5pm to 6pm on real estate and fire company matters, 6pm to 6:30pm on personnel matters, and from 6:30pm to 6:45pm on litigation matters. No decisions or votes were taken.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of the January 21st, 2020 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to approve the minutes of the January 21st, 2020 Board of Supervisors Meeting. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Mr. Stouch asked if there were any questions, comments, or corrections to the February 3rd, 2020 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to approve the February 3rd, 2020 Board of Supervisors Agenda. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

1111 Grosser Road Lot B – Introduction to Gilbertsville Medical Campus Proposal

Mr. Bartle was representing Mr. Ken Brier and Mr. Ted Drauschak for the proposed Medical Center on the property located behind Wawa at 1111 Grosser Road currently owned by Kathryn Moore. Mr. Bartle stated that the property is 21.3 acres located in the M-1 Office and Light Industrial District, the proposed use is a Medical Center with maximum building height of 65 feet for only a portion of the building. The Medical Center use is permitted in the non-residential development portion of the Route 100 Corridor Overlay District which allows a Medical Center by right in Section 2604 1.A(14). This use is permitted by right in the M-1 base zoning district of the Overlay. As to the height, we would need an amendment or relief to the zoning ordinance, the M-1 building height requirement is not more than 50 feet. The height of a building in the Overlay may be 65 feet, just not in the underlying M-1 District. The proposed Medical Center would have a 4-story tower for 84-115 beds on the 2nd, 3rd, and 4th floors, 2 offices on the ground floor, and 2 proposed retail areas in the front on the property for possible bank or drugstore uses. The building will have its own security. They are looking to do a phased plan, Market Street will be accommodated and buffering will be addressed. Mr. Bartle stated that a Fiscal Analysis will be done, the property will be a taxable entity to the Municipality. Mr. Stouch asked them to consider something different on the pad sites, not duplicating same banks and drugstores that are already in the area. Mr. Keiser asked if short procedures would be done in the medical center, Mr. Drauschak replied yes. The manager asked what drew you to this area for this proposal, Mr. Drauschak stated the that the location is right off of Route 100 and this is a much needed use with the growth in this area. Mr. Brant suggested to look at this as a text amendment for the height change and suggests that the developers submit an escrow and go through the planning process with the Planning Agency. Mr. Hagadorn asked if the lower level would be underground or walkout, Mr. Drauschak replied it would be a walkout. No other questions were given.

Police Report – Chief Templin, 2020 Budget for Police Vehicle

Chief Templin asked for approval to purchase a 2020 F150 Police Vehicle noting that this purchase was a budgeted item and will take approximately 8 to 12 weeks for delivery. No comments were given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approve the purchase for a 2020 F150 Truck for the Police Department which has been included in the budget. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

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

Engineer's Report – Josh Hagadorn, Gilmore & Associates

Jackson Road Storage Units Escrow Release #1 (\$475,446.95) 1.26mill remaining – G&A found that the reduction request submittal was reflective of the work performed to date, adding contingency, engineering/inspection and administrative/legal contingency items and subtracting retainage of 10% of the value of the work performed to date results in an amount of \$475,446.95. We recommend reduction of the escrow by this amount. The amount remaining in the escrow is \$1,260,909.13.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approve Escrow Release #1 for Moyer Mooney Budget Store & Lock Self Storage in the amount of \$475,446.95 as recommended by the engineer with the amount of \$1,260,909.13 remaining in the escrow. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

DCNR Douglass Park Phase II Progress Report (Basketball Court Surface) - Mr. Hagadorn stated that an update is needed for the DCNR Grant. The manager stated that we want to do some milling, blacktopping, sealing, and painting at the basketball court, we need to come up with a schedule for the work to be done in the spring to close out the grant.

Zern Tract Phase 1 Escrow Release #7 (\$72,069.41) – 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 \$72,069.41. We recommend reduction of the escrow by this amount. The amount remaining is \$1,449,001.35.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve Escrow Release #7 for Zern Tract Phase I in the amount of \$72,069.41 as recommended by the engineer with the amount of \$1,449,001.35 remaining in the escrow. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Mr. Hagadorn stated that they have widened the entrances. The manager stated that the Township receives complaints about the mud and dirt created on the roads by this project and we check this area daily to make sure that the mud and dirt is being cleaned up. The manager asked Mr. Hagadorn why Moyer Mooney has only asked for 1 escrow release, Mr. Hagadorn stated that they wanted to keep moving on the project. Mr. Houseknecht asked Mr. Hagadorn if he has a schedule for the drainage rework at the Gilbertsville Vet, Mr. Hagadorn stated that he will get a schedule for the work.

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

Solicitor's Report – Mr. Robert Brant, Esq.

LUAR Resolution – As part of the Act 209 Impact Fee Update the Land Use Assumption Report (LUAR) provides an overview of how much development is expected to occur and where, the housing count will be used to determine the total number of new peak-hour trips generated from the new development to calculate the updated traffic impact fee. Mr. Brant asked for the adoption of the LUAR submitted by the Douglass Township Traffic Impact Advisory Committee, Resolution #02032020-02.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to adopt The Land Use Assumption Report (LUAR) Resolution #02032020-02 as submitted by the Douglass Township Traffic Impact Advisory Committee. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

RSA Resolution – As part of the Act 209 Impact Fee Update the Roadway Sufficiency Analysis (RSA) provides the existing condition capacity analysis of 23 intersections throughout the Township. Improvements are necessary to meet the preferred level of service criteria for intersections throughout the Township and along with the LUAR is calculated for the amended costs used for the update of the traffic impact fee. Mr. Brant asked for the adoption of the RSA submitted by the Douglass Township Traffic Impact Advisory Committee, Resolution #02032020-01.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to adopt The Roadway Sufficiency Analysis Report (RSA) Resolution #02032020-01 as submitted by the Douglass Township Traffic Impact Advisory Committee. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Applications which are pending but inactive:

Graterford Properties – 400 Gilbertsville Road
Holly Road – Neighborhood Mixed Use

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

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Thursday February 13th, 2020 P/A Workshop @ 6:30pm review of Landscape Ordinance, P/A Meeting @ 7pm, Tuesday February 18th, 2020 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
2. Gilbertsville Fire Company Building & Property Update – The manager stated that the Building Committee looking into designs for an Emergency Services Building for the Police Department and the Fire Company, we are trying to work with the design plans from the Public Works Building and incorporate it into the emergency services building. Mr. Stouch stated we are looking at giving the property back to the fire company and looking into implementing a fire tax or emergency services tax. Mr. Brant stated that Second Class Townships impose a fire tax not exceeding 3 mills, the Townships that he deals with have a millage rate of basically 1mill tax by ordinance. If we give the property back to the fire company they would build the building and sustain it financially. Mr. Stouch stated that .1mill assessed on a \$100,000.00 home would be \$10.00. Mr. Brant stated that this needs to be looked into. Mr. Keiser said that the last fire company fund drive had only an 11% return rate. The Building Committee will meet again on February 13th, 2020. The manager stated the Representative Marcy Toepel has submitted a grant for the fire company building and we should hear of a decision by June 2020. Mr. Drost asked if you give the building back to the fire company and acquiring a grant for a new building how can you have the Police Department stationed there, Mr. Brant stated that a long term lease agreement between the Police Department and the fire company would have to transpire, a fire tax is a healthy alternative, in his opinion, to move forward through the next decade. Mr. Kolb asked what happened to the Banquet Halls they used to be booked years in advance, Mr. Brant stated that when he first came on board here there were issues with the small games of chance and other issues. Mr. Stouch stated that little maintenance was done to the building. Mr. Wynne mentioned that the building is unsafe to house the polling booths, the County must relocate to another area.
3. Letter from PA Gaming Control Board – Re: Slot Machine Nuisance Ordinance – the manager stated that we received a letter requesting Douglass Township to consider the adoption of a Slot Machine Nuisance Ordinance to help combat the further expansion of illegal “skill games” that are spreading in bars, restaurants, convenience stores, gas stations, and other establishments. (For review by the BOS)
4. Non-Uniform Wage Sheet (To BOS for Review) – The Board has again asked for more information on the non-uniform wages before a decision is given. Mr. Heydt asked if the non-uniform employees could meet with the BOS to answer questions, non-uniform always gets the short end of the stick because we do not have contracts or union representation, Mr. Brant suggested to wait until the additional information is given. The Board tabled the decision. Mr. Stouch noted that any increase would be retroactive to January 1st, 2020. Mr. Hunter said wasn't this already figured in the budget, Mr. Stouch replied yes a 3% increase. Mr. Hunter replied,

then what is the problem why don't you just give it to them. The manager stated that the BOS is looking at the future Township personnel needs because of key people are nearing retirement age. Can current employees assume additional responsibilities or will we have to look outside to fill their roles. Mr. Stouch added that we might be increasing certain wages because some employees are taking on more duties. Mr. Wynne said as a new Supervisor I would like more time to review these wages and responsibilities. Mr. Houseknecht commented that where he worked, the higher ups wanted to eliminate certain jobs because they felt it was a waste of money and when they actually saw what those jobs entailed they ended up giving more money to the employees whose jobs they were initially going to eliminate. No other comments.

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

Public Comment

Mr. Heydt asked what the name of the Medical Center would be, is it Tower Health, Mr. Drosha could not divulge the name. No other comments were given.

Old Business/New Business

No old business or new business was given.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to adjourn the meeting at 8:03pm. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Tuesday, February 18th, 2020 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler