



# Douglass Township, Montgomery County

1320 EAST PHILADELPHIA AVENUE • P.O. BOX 297 • GILBERTSVILLE, PENNSYLVANIA 19525-0297  
PHONE 610-367-6062 • FAX 610-367-7124  
www.douglasstownship.org

## AGENDA – September 20<sup>th</sup>, 2021

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence for longtime Police Secretary Betty Musser
4. Executive Session
5. Minutes of August 16<sup>th</sup>, 2021 Board of Supervisors Meeting
  - a. Additions, corrections, motion for approval
  - b. Agenda for September 20<sup>th</sup>, 2021– additions, corrections, motion for approval.
6. Waste Management Contact Update – Ron Carlson, Service Manager
7. Emergency Service Reports
  1. GF&R and GACAS – Written report submitted, copies in lobby
  2. Emergency Service Building Update
8. Police Department Report – Chief Templin
  1. Police Officer Discipline Suspension – (BOS Action Required)
9. Solicitor Report – Robert Brant, Esq.
  - a. 303/305 Gilbertsville Road, 16 Lots – Final Resolution (BOS Action Required)
  - b. 400 Gilbertsville Rd, 10 Lots – Final Resolution Pending
10. Public Works Department Report – Michael Heydt Storm Damage Update
11. Treasurer's Report – Peter Hiryak
  - a. Authorization to pay the Bills. (BOS Approval Required)
  - b. Budget Calendar/Dates for Department Meetings
12. Manager's Report – Peter Hiryak
  1. Schedule of Meetings
    - a. Thursday October 14<sup>th</sup>, 2021 P/A @ 7pm, No Workshop Scheduled, Monday October 4<sup>th</sup>, 2021 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.

- b. Congo Road Bridge Replacement – Construction starting Nov/Dec (tentative dates for road closures & detours T.B.A.)
  - 2. Zern Phase II Escrow Release Request (BOS Action Required)
    - a. Release #3 - \$137,059.37
    - b. Release #4 - \$\$27,550.88
  - 3. Conflict Attorney Appointment – Uniform Employee Issues (BOS Action Required)
  - 4. Proposed Ordinance – prohibit parking on public streets during snow/ice events (BOS review only)
13. Old Business/New Business
- a. Storm Damage tree cleanup
14. Public Comment
15. Adjournment

**NEXT MEETING 7PM MONDAY OCTOBER 4<sup>TH</sup>, 2021**

The meeting of the Douglass Township Board of Supervisors was called to order at 7:16P.M. Attending were Chairman Joshua Stouch, Vice Chairman Tom Wynne, Supervisor Alan Keiser, Solicitor Robert Brant, Allison Lee of Pennoni & Associates, Pete Hiryak, Andrew Duncan, Mike Heydt, Chief Templin, and approximately 14 residents/developers.

Mr. Stouch led in the Pledge of Allegiance. The meeting room was set up for modified social distancing. A reporter was present at the meeting. Mr. Stouch asked for a Moment of Silence for Longtime Police Secretary Betty Musser.

Mr. Stouch announced that there were two Executive Sessions held this evening one from approximately 6:00pm to 6:30pm, and one from approximately 7:00pm to 7:15pm. No votes or decisions were taken.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of August 16<sup>th</sup>, 2021 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to approve the minutes of the August 16<sup>th</sup>, 2021 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 September 20<sup>th</sup>, 2021 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Wynne, seconded by Mr. Keiser to approve the September 20<sup>th</sup>, 2021 Board of Supervisors Agenda as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

**Waste Management Contact Update – Ron Carlson, Service Manager**

Mr. Carlson stated that Advanced Disposal Service (ADS) was purchased by Waste Management (WM) in November. ADS closed their facilities in Norristown and merged with Waste Management in Gilbertsville. Mr. Carlson stated that he has agreed to stay on with WM for the merger continuing as our Service Manager for the duration of our contract. He was given the challenging task of helping to convert our residential routing list over to a new system and he found that many residents are using the system and not paying, Mr. Carlson stated that they will be billed in October. Mr. Brumwell commented that customer service was atrocious but it seems to be getting better, when he went to auto pay it was a mess but it is corrected now. No other comments were given.

**GF&R and GACAS Reports** – Written reports for August 2021 were submitted to the Board of Supervisors and available in the lobby.

**Emergency Services Building Update** – Fire Chief Andrew Duncan stated that the steel is up, the fascia will be installed next. We hope to be weather tight by November and the building completion date is estimated for March.

**Police Department Report – Chief Templin**

August 2021 Statistics: 370 calls for service, 4 vacation notices, 5 reportable accidents, 10 non-reportable accidents, 9 investigations, 3 criminal arrests, 2 paper citations, 82 e-citations, 5 non-traffic citations, and 0 parking tickets. Chief Templin stated that Douglass Township Public Safety held their first meet and greet on August 21, 2021 at Boyertown Ice Cream and Water Ice (Town Plaza) 835 E Philadelphia Avenue in Boyertown. Everyone who attended had a chance to meet and speak with police, fire, and ambulance personnel. I want to thank everyone who attended. On Saturday, October 2, 2021 from 12 Noon to 3pm the Optimist Club of Boyertown will host a Youth Safety & Community Event at the YMCA Gilbertsville Center, 144 Holly Road in Gilbertsville PA 19525. Police, Fire, and EMS personnel will be in attendance. No questions or comments were given.

Police Officer Discipline Suspension - Chief Templin stated that he is respectfully requesting the Board's approval on a disciplinary matter involving one of the police officers.

A motion was made by Mr. Wynne, seconded by Mr. Keiser to approve the Memorandum of Explanation provided by Chief Templin for the disciplinary action to be taken against one of the police officers. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

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

**Solicitor Report – Robert Brant, Esq.**

*303/305 Gilbertsville Road, 16 Lots* – Final Resolution (BOS Action Required) – Mr. Brant stated that the outstanding issues have been resolved for this 13.23ac 16 lot plan, waivers have been recommended, traffic impact fees of \$44,165.60 are in place, environmental impacts resolved as well as radon, sump pumps, and public water issues.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to Adopt Resolution #092021-01 for the Preliminary/Final approval of the 303/305 Gilbertsville Road Subdivision and Land Development Plan. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

*400 Gilbertsville Road, 10 Lots* – Final Resolution Pending – No Action

Mr. Brumwell asked who recommended sump pumps for 303/305 Gilbertsville Road Plan, Mr. Brant stated that the Engineer suggested sump pumps due to concerns of rain. Mr. Swanson said that he was told that there would be a T-stub next to his property so he could tie into public water, Mr. Hiryak said that he is talking to Susan Rice about this possibility and will get an answer for Mr. Swanson as the development process moves forward. No other questions were given.

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

**Storm Update - Michael Heydt**

Mr. Heydt said that Henry Road washed out during the last storm, he filled the areas in with stone and the bridge was inspected. The County has decided to repave this area for us. Mr. Heydt said the roadcrew also cleaned up tree debris and repaired Himmelwright Road, Miller Road, and Congo Niantic Road. Mr. Brumwell said past Supervisors did a study on where flooding waters come from and where it goes. The Board informed Mr. Brumwell that the former Engineer authorized the study. Mr. Brumwell stated that the retention pond in the new development is full of weeds, Middle Creek fields are totally flooded no one knows how to build a drainage basin. How many lawsuits does the Township have against them, Mr. Brant stated there are no lawsuits against the Township. Mr. Brant stated that this is a different Board and Pennoni in now the Township Engineer and they have done a very good job. Mr. Brant suggested that Mr. Brumwell write down his concerns and consult Ms. Lee and Mr. Hassan about his issues. No other comments were given.

**Treasurer's Report (Authorization to pay the bills) – Peter Hiryak**

Manager Hiryak stated that the bills to be paid as of September 20<sup>th</sup>, 2021 is \$250,537.46. Copies of the full report are available in the lobby.

A motion was made by Mr. Stouch, seconded by Mr. Keiser for authorization to pay the Unpaid Bills as of September 20<sup>th</sup>, 2021 in the amount of \$250,537.46. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Budget Calendar/Dates for Department Meetings – Manager Hiryak stated that the Budget Meetings for the Department Heads will be between October 5<sup>th</sup> & 22<sup>nd</sup>, the times will be set up as the Supervisors schedule permits. Budget meeting reviews will be at the public meeting in November. No questions were given on the Treasurer's Report.

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

**Manager's Report - Pete Hiryak**

1. The Manager reviewed the upcoming meetings as follows: Thursday October 14<sup>th</sup>, 2021 P/A Meeting @ 7pm, No Workshop Scheduled. Monday October 4<sup>th</sup>, 2021 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
2. Congo Road Bridge Replacement – Construction starting Nov/Dec (tentative dates for road closures & detours T.B.A.) – Mr. Heydt stated that the closure will be mid-October for tree removal & utility work and will remain closed until finished. Bridge replacement is expected to start February for completion in August.
3. Zern Phase II Escrow Release Request #3 (\$137,059.37) – Pennoni Engineering recommended Escrow Release #3 in the amount of \$137,059.37, with a balance remaining in escrow of \$1,861,817.96.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to approve Escrow Release #3 for Zern Phase II in the amount of \$137,059.37, as recommended by the Township Engineer, with an escrow balance remaining in the amount of \$1,861,817.96. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

4. Zern Phase II Escrow Release Request #4 (\$27,550.88) – Pennoni Engineering recommended Escrow Release #4 in the amount of \$27,550.88, with a balance remaining in escrow of \$1,834,267.08.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to approve Escrow Release #4 for Zern Phase II in the amount of \$27,550.88, as recommended by the Township Engineer, with an escrow balance remaining in the amount of \$1,834,267.08. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

5. Conflict Attorney Appointment – Uniform Employee Issues (BOS Action Required) – The manager stated that we did not appoint a Conflict Attorney at the January Reorganization however it is in our best interests to appoint a Conflict Attorney. The Board asked to table this appointment until the October 4<sup>th</sup> meeting to allow them time to review the Attorney information.
6. Proposed Ordinance – This draft ordinance was requested by Mr. Heydt to prohibit parking on public streets during snow/ice events (BOS review only).

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

**Old Business/New Business**

Storm Damage Tree Cleanup – Manager Hiryak stated that a resident called and wants several trees chipped up from the September 1<sup>st</sup> storm damage, on occasion when there is widespread damage from a storm the Township will provide chipping service but this was the only call we received. The Township also does provide a one-time free chipping service per year to Senior Citizens however this resident has already used their free chipping service for the year. The Township cannot spend hours at one property for chipping. The manager wants to go over the chipping procedures with Mr. Duncan and respond to the resident with the proper chipping instructions/guidelines. Mr. Brumwell said we must be fair with the service, the larger branches (4 to 6 inches in diameter) are to be taken to the recycling center. No other business was given.

**Public Comment**

No public comment was given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to adjourn the meeting at 8:00pm. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

**The next Board of Supervisor's Meeting will be held on Monday, October 4<sup>th</sup>, 2021 @ 7 pm.**

Respectfully submitted by,  
Marcy Meitzler