



Douglas 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 – October 18th, 2021

1. Call to Order
2. Pledge of Allegiance
3. Executive Session – Personnel Issues
4. Police Officer Grievance Hearing (continued from 10/12/2021 to 10/18/2021)
5. Minutes of October 4th, 2021 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for October 18th, 2021– additions, corrections, motion for approval.
6. Emergency Service Reports
 1. GF&R and GACAS – Written report submitted, copies in lobby
 2. Emergency Service Building Update
7. Police Department Report – Chief Templin
 - a. New Emergency Services Building Technology Contract (Costar) with Schultz (BOS Approval)
 - b. Budget Amendment – Allocating funds for deposit (\$30,329.36) Shultz Technology
 - c. PennDot – Rt100/Rt73 Fencing Project
8. Solicitor Report – Robert Brant, Esq.
 - a. 400 Gilbertsville Rd, 10 Lots – Final Resolution Pending
 - b. 303/305 Gilbertsville Rd – Development, Financial & Escrows Pending
9. Public Works Department Report – Michael Heydt
 - a. Work Orders
10. Treasurer's Report – Peter Hiryak
 - a. Authorization to pay the Bills. (BOS Approval Required)
 - b. Budget Calendar/Departmental meeting continuing, public budget meetings 11/1/2021 @ 5:30pm & 11/15/2021 @ 5:30pm (BOS Approval for advertising)

11. Manager's Report – Peter Hiryak
 1. Schedule of Meetings
 - a. Monday November 1st, 2021 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Thursday November 11th, 2021 P/A Meeting, No workshop scheduled.
 - b. Congo Road Bridge Replacement – Construction starting Nov/Dec (tentative dates for road closures & detours T.B.A.)
 2. Proposed Ordinance – prohibit parking on public streets during snow/ice events (BOS review only)
 3. Staff Meeting Request – Minister Creek MU Zoning Rt.100
 4. Girl Scout Project Presentation (11/1/2021)
 5. Stafy Tract – Phase II Escrow Release #3 (\$73,220.97)
 6. Authorization to hire two Part Time Leaf Collection Workers each @ \$14/hour
12. Old Business/New Business
 - a. Middle Creek Road - Flooding
13. Public Comment
14. Adjournment

NEXT MEETING 7PM MONDAY NOVEMBER 1ST, 2021

The meeting of the Douglass Township Board of Supervisors was called to order at 7:19P.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 7 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 announced that was an Executive Sessions held this evening from approximately 6:05pm to 7:14pm, and a Grievance Hearing from 5:05pm to 6:03pm. No votes or decisions were taken, it is under advisement.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of October 4th, 2021 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Wynne, seconded by Mr. Keiser to approve the minutes of the October 4th, 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 October 18th, 2021 Board of Supervisors Agenda. Mr. Stouch added under the Manager's Report #6 - 2 Part-time Leaf Collection Workers each @ \$14/per hour.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the October 18th, 2021 Board of Supervisors Agenda with the addition of #6 under the Manager's Report for 2 Part-time Leaf Collection Workers each @ \$14/per hour. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

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

Emergency Services Building Update – Fire Chief Andrew Duncan stated that the structure's outer shell and insulation will be complete this week and the underground plumbing is completed now. The storm water drainage facilities are being installed. The concrete floor will be poured this week. The building completion date is estimated for March 1st.

Police Department Report – Chief Templin

September 2021 Statistics: 394 calls for service, 3 vacation notices, 6 reportable accidents, 17 non-reportable accidents, 11 investigations, 7 criminal arrests, 0 paper citations, 94 e-citations, 1 non-traffic citations, and 0 parking tickets. Chief Templin stated that on Saturday, October 2, 2021 from 12 Noon to 3pm the Optimist Club of Boyertown held 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. On October 12, 2021 Sgt. Steffie spoke to the children at the Willowdale Children's Academy about his profession and displayed a police vehicle. On October 12, 2021 PennDot has started working on the fencing at the SR-0073/SR-0100 bridge, one side has been completed and the other side will be completed tomorrow. Our 2013 Ford Explorer (91-8) was placed on Municibid and was sold for \$5,900.00 and is waiting for pickup. On Saturday October 23rd, 2021 from 10:00am to 2:00pm our police department will be participating in the National Drug Take Back Program. The drop off center will be here at the Township building. Everyone will be able to bring their unwanted, unused, expired medications in for proper disposal. No sharps or liquids please and as always, we have our medication drop off box inside the Township building during normal business hours. On Saturday October 30th, 2021 from 2:00pm to 4:00pm our police department will be attending the Truck or Treat Event at the Trinity Church in Douglass Township. Chief Templin asked for approval to sign Schultz Technology Quotes and approval for a

Budget Amendment for \$30,329.36 (50%) Total \$60,658.72 for down payment on Shultz Technology. No questions were given on the police report.

A motion was made by Mr. Stouch, seconded by Mr. Wynne for approval to sign the Shultz Technology Quotes for technology services at the new emergency services building through Costars. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve a Budget Amendment for the police department of \$30,329.36 for contracting Shultz Technology for services at the new police department building. 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 – Mr. Brant stated that the resolution was adopted and no further action is needed and this item can be removed from agendas.

400 Gilbertsville Road, 10 Lots – Mr. Brant stated that this item requires no action and also can be removed from the agendas. Mr. Brant stated that he has nothing new to report. 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.

Public Works Department Report - Michael Heydt

Mr. Heydt stated that potholes were repaired on Roberts, Golf, and Mega. Cleaver Road was paved. Ditches were cleaned out and the roadcrew performed work in the parks to help closeout existing grants for our Township parks. Work Orders – The manager stated that work order forms were generated by Andy so that when we receive complaints of downed trees, potholes, clogged drainage areas, etc. we will generate a work order and a copy will go to the Highway Department for action. This provides a better paper trail on all road repairs/damages in the Township and the action that was taken to alleviate the issue. No questions were given on the Highway Report.

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

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

Manager Hiryak stated that the bills to be paid as of October 18th, 2021 amounts to \$657,384.48 this includes the uniform and non-uniform PMRS payments. Copies of the full report are available in the lobby.

A motion was made by Mr. Stouch, seconded by Mr. Wynne for authorization to pay the Unpaid Bills as of October 18th, 2021 in the amount of \$657,384.48. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Budget Calendar – Departmental meetings continuing. Public budget meetings will be November 1st & November 15th, 2021 @ 5:30pm, approval is needed for authorization to advertise the public meetings.

A motion was made by Mr. Wynne, seconded by Mr. Stouch for authorization to advertise the public budget meetings for November 1st & November 15th, 2021 at 5:30pm. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

No questions were given on the Treasurer's Report.

Manager's Report - Pete Hiryak

1. Schedule of Meetings:
 - a. The Manager reviewed the upcoming meetings as follows: Monday November 1st, 2021 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm, Thursday November 11th, 2021 P/A Meeting, no workshop scheduled.
 - b. Congo Road Bridge Replacement – Construction starting Nov/Dec (tentative dates for road closures & detours T.B.A.)
2. Proposed Ordinance – to prohibit parking on public streets during snow/ice events. (BOS review only)
3. Staff Meeting Request – Minister Creek MU Zoning Rt. 100 – The manager stated that the Attorney for Gambone is requesting a staff meeting and authorization is needed from the Board.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to authorize the Manager to schedule a staff meeting involving Minister Creek MU Zoning of Rt.100. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

4. Girl Scout Presentation (11/01/2021) – there will be a Girl Scout Project presentation given at the November 1st meeting for a proposed bat house project for our Township parks.
5. Stafy Tract – Phase II Escrow Release #3 (\$73,220.97) – A site inspection was completed on August 27th to verify the items requested in the escrow release, a follow-up inspection was completed on October 13th to confirm the remaining sidewalk quantities were installed per the release request and the Smith Road property shoulder situation has been repaired. The release is recommended by Pennoni Engineering. The amount remaining in escrow will be \$227,762.31.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to approve Escrow Release #3 for Stafy Tract Phase II, recommended by the Township Engineer, in the amount of \$73,220.97 with \$227,762.31 remaining in Escrow. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

6. Two Part-time Leaf Collection workers each @ \$14/hr. – Authorization was needed by the Board to hire two part-time leaf collections workers each at \$14 per hour for October 25th, 2021 through December 3rd, 2021.

A motion was made by Mr. Stouch, seconded by Mr. Keiser for authorization to hire two part-time leaf collection workers each at \$14.00 per hour from October 25th, 2021 to December 3rd, 2021. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Mr. Duncan stated that there will be no leaf collection on Thanksgiving November 25th or the day after Thanksgiving November 26th, 2021, all will be collected prior to those dates on Monday, Tuesday, and Wednesday November 22nd, 23rd, and November 24th, 2021.

Old Business/New Business

- a. Flooding on Middle Creek Road – Ms. Lee has information on this however Mr. Brumwell is not present tonight so the report is deferred to the next meeting. No other business was given.

Public Comment

Mr. Updegrave asked if the part-time leaf collection workers have a CDL since it is a requirement to drive trucks, Mr. Duncan replied no they do not have a CDL and they will be only collecting leaves, not driving the leaf truck. Mr. Kolb questioned the storm water collection is being directed from the roof of the new EMS building. Ms. Lee stated that the water is being piped into an existing storm system, Mr. Duncan added that there is a large retention basin in the rear of the property. Mr. Duncan commented that they are reducing the rear parking lot so the actual building footprint will be reduced. No other comments were given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to adjourn the meeting at 7:43pm. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, November 1st, 2021 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler

Gilbertsville Ambulance Chief of Operations Report October 2021

Call Volume for September

<u>113</u> Total for month	<u>1139</u> Total Year to Date
<u>72</u> Patients Transported	<u>4</u> Patient Evaluated/No treatment or transport
<u>10</u> Public Assist	<u>1</u> Patient Refusal
<u>2</u> Unit Assist	<u>1</u> Patient treated and released
<u>16</u> Cancelled	<u>1</u> Patient treated transported by another EMS Agency
<u> </u> Dead on Scene	<u>6</u> Standby

113 Total calls for service for the month

Calls for service by Municipality

<u>41</u> Douglass Township	<u> </u> Amity Township
<u>22</u> New Hanover Twp	<u> </u> Bally Borough
<u>12</u> Upper Pottsgrove Twp	<u>1</u> Bechtelsville Boro
<u> </u> East Greenville Boro	<u>14</u> Boyertown Boro
<u> </u> Limerick Twp	<u>4</u> Colebrookdale Twp
<u> </u> Lower Frederick Twp	<u>2</u> Douglass Berks
<u>1</u> Lower Pottsgrove Twp	<u>1</u> Earl Township
<u>2</u> Pennsburg Boro	<u> </u> Hereford Twp
<u>6</u> Pottstown Boro	<u> </u> Oley Twp
<u> </u> Red Hill Boro	<u> </u> Washington Twp
<u>3</u> Upper Frederick Twp	<u> </u> Other
<u>1</u> Upper Hanover Twp	
<u>3</u> West Pottsgrove Twp	<u>113</u> Total Calls by Municipality
<u>91</u> Total Montgomery County	<u>22</u> Total Berks County

Admission Summary

<u>46</u>	Pottstown Hospital
<u>1</u>	Grand View Health
<u>10</u>	Lehigh Valley Hospital
<u> </u>	Penn State Health-St. Joseph's
<u>7</u>	Phoenixville Hospital
<u>5</u>	Reading Hospital
<u>3</u>	St. Luke's Upper Bucks
<u> </u>	Other
<u>72</u>	TOTAL ADMISSIONS

Call Volume by Unit

<u>5</u>	332-1
<u>37</u>	332-2
<u>71</u>	332-3
<u> </u>	Chief
<u> </u>	Other
<u>113</u>	Total Volume

Response Locations

<u>73</u>	Home/ Residence
<u>2</u>	Assisted Living
<u>5</u>	Nursing Home
<u>11</u>	Place of Business
<u> </u>	Police/Jail
<u>2</u>	School
<u>15</u>	Street or Highway
<u>3</u>	Urgent Care
<u> </u>	Industrial Place
<u>2</u>	Other

EMS calls By Shift

<u>73</u>	0600-1800
<u>40</u>	1800-0600
<u>113</u>	TOTAL

113 Total Response Locations

New Hanover Township Fall Frolic
 Donated mask & hand sanitizer St. Luke Knolls
 Passed State Inspection EMS Licensing

Respectfully Submitted,

Garry R. Schmoltze Sr.
 Chief of Operations



Gilbertsville Fire and Rescue Company

Monthly Fire Report

September 2021

Incidents by type:

111 - Building fire: 4

311 - Assist EMS: 2

322 - Accident with Injuries: 3

363 - Swift Water Rescue: 5 (Hurricane IDA)

412 - Gas Leak: 1

551 - Fire Police Call: 6

571 - Standby, Cover: 1

745 - Alarm system activation, no fire, unintentional: 4

900 - Special Type of Incident: 2

Total Incidents for September 2021: 28

Fire Company in Service Time: 93 hours, 16 minutes

Calls Year to Date: 200

Fire Company in Service Time Year to Date: 629 hours, 35 minutes

Response per Municipality:

Douglas Township Montgomery: 17

Upper Pottsgrove Township: 1

Upper Frederick Township: 2

Lower Pottsgrove Township: 2

New Hanover Township: 2

East Greenville Borough: 1

Washington Township (Berks County): 1

Bechtelsville Borough (Berks County): 2

Training:

Engineers night / Equipment Checks

Hoseline Advancement / tactical fire attack

Hurricane IDA Debriefing of operations

Fire Extinguisher Training

Events:

Fire Prevention Extravaganza – Weis Markets 1050 E. Philadelphia Avenue 10/7/2021 6:30PM

Attended the Pennsylvania State Fireman's Convention in Limerick Township on Saturday September 25, 2021

Provided a stand by crew in Limerick Township on Thursday September 23, 2021 from 6:00PM until Midnight.

Fire Police provided traffic control for Pennsylvania State Fireman's Convention in Limerick Township from 8:00AM to 2:00PM

24 personnel staffed the station beginning at 4:00PM on 9/1/2021 for Hurricane Ida. Personnel responded to 8 calls 4 service and performing 5 water rescues. Personnel were released at midnight.

Respectfully Submitted,

Andrew A. Duncan
Chief of Fire Operations
Gilbertsville Fire and Rescue