



# Douglas Township, Montgomery County

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AGENDA – December 6<sup>th</sup>, 2021

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Resignation Letter – Board of Supervisor Member
5. Public Hearing Advertised – Ordinance 2021-02 Prohibits Parking on Roadways During Snow/Ice Events
6. Minutes of November 15<sup>th</sup>, 2021 Board of Supervisors Meeting
  - a. Additions, corrections, motion for approval
  - b. Agenda for December 6<sup>th</sup>, 2021– additions, corrections, motion for approval.
7. Police Department Report – Chief Templin
  - a. License Plate Recognition Policy (BOS Approval)
  - b. G.E.S. – Traffic Issues Congo Rd. Update/ Approval of Temporary Fire Police Assistance for G.E.S.
8. Solicitor Report – Robert Brant, Esq.
9. Manager's Report – Peter Hiryak
  1. Schedule of Meetings
    - a. Monday December 20<sup>th</sup>, 2021 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm, Thursday December 9<sup>th</sup>, 2021 @ 7pm, no workshop scheduled.  
Monday December 20<sup>th</sup> – 2022 Budget & Tax Resolution Adoption
  2. Escrow Release Requests
    - a. Zern Tract Phase I Release #16 (\$21,169.07)
    - b. Zern Tract Phase II Release #7 (\$157,329.26)
  3. 2022 Meeting & Holiday Schedule (BOS Approval & Advertisement)
  4. January 2022 Re-Organization – Interest in serving on various Boards or Committees – Contact BOS & Manager
  5. 2022 Revised Fee Schedule (For Review Only)
  6. PennDot Updates 2022 – Rt.73 Repaving (DT, NHT, UF), Pavement Marking/Signage Improvements at Rt.100/Rt.73.

10. Old Business/New Business

- a. Tony Mashintonio – Fish Rodeo
- b. GF&R Santa Run

11. Public Comment

12. Adjournment

**NEXT MEETING 7PM MONDAY DECEMBER 20<sup>TH</sup>, 2021**

The meeting of the Douglass Township Board of Supervisors was called to order at 7:00P.M. Attending were Chairman Joshua Stouch, Supervisor Alan Keiser, Solicitor Robert Brant, Khal Hassan of Pennoni & Associates, Pete Hiryak, Andrew Duncan, Mike Heydt, Chief Templin, and approximately 11 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 an Executive Session was held this evening from approximately 5:00pm to 6:45pm involving personnel matters. No votes or decisions were taken. Mr. Hiryak received a letter of resignation from Mr. Wynne stating "It is with regret that I tender my resignation from the Douglass Township Board of Supervisors, and the Douglass Township Planning Agency, effective immediately. I am grateful to have served my community for as long as I have, but I cannot continue in either of these positions". Mr. Stouch said regretfully the Board must act on this letter of resignation.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to accept Mr. Wynne's resignation as a member of the Douglass Township Board of Supervisors and as a member of the Douglass Township Planning Agency effective immediately (12/06/2021). Keiser-Aye, Stouch-Aye. Motion passed.

Solicitor Brant stated that the Board of Supervisors has 30 days, January 5<sup>th</sup>, 2022, to fill the vacancy by the remaining members or 15 days after that for the Vacancy Board to fill the position. Mr. Stouch stated that anyone interested in filling either the Board of Supervisor position or the Planning Agency position should notify Manager Pete Hiryak. Interviews will be conducted on December 27<sup>th</sup>, 2021 at 6pm. Mr. Stouch announced that Mr. Wynne will be difficult to replace, he was a valuable asset to this Township for many years and we wish him the best.

Public Hearing – Ordinance 2021-02 Prohibiting Parking on Roadways During Snow/Ice Events. Mr. Brant opened the public hearing at 7:05pm stating that this is a proposed ordinance amending the Douglass Township, Montgomery County Code of Ordinances Chapter 15, Motor Vehicles, Part 7 by adding Section 705, directing the removal of vehicles from Township roadways during snow events of two or more inches of snow, and authorizing penalties for violations. This is requested by Roadmaster Heydt because people are not removing their cars from the roadways causing issues with snowplowing. Board Exhibit List: B-1 Motion to Advertise – Board of Supervisors minutes of November 1<sup>st</sup>, 2021; B-2 Legal Notice – request to advertise emailed to The Mercury on November 18<sup>th</sup>, 2021; B-3 Correspondence to the Montgomery County Law Library on November 18<sup>th</sup>, 2021 transmitting an attested copy of the Ordinance; B-4 Proof of Publication – Publication date: November 22<sup>nd</sup>, 2021; B-5 Ordinance No. 2021-02 An Ordinance Amending the Douglass Township, Montgomery County Code of Ordinances Chapter 15, Moto Vehicles, Part 7 by Adding Section 705, Directing the Removal of Two or More Inches of Snow, and Authorizing Penalties for Violations. Mr. Brant asked for any comments from the public. Mr. Updegrave asked if we are sending out notices, Mr. Stouch stated that we will put it on social media. Mr. Link asked what if the plow goes through the first time and you put your cars back and then they come through again, Mr. Heydt said it will be handled in a common-sense manner. Two residents expressed agreement with this proposal. Mr. Brant closed the public hearing at 7:10pm and informed the Board that this is ready for adoption if they choose to do so.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adopt Ordinance 2021-02 Prohibiting parking on roadways during snow/ice events. Keiser-Aye, Stouch-Aye. Motion passed.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of November 15<sup>th</sup>, 2021 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the minutes of the November 15<sup>th</sup>, 2021 Board of Supervisors Meeting. Keiser-Aye, Stouch-Aye. Motion passed.

Mr. Stouch asked if there were any questions, comments, or corrections to the December 6<sup>th</sup>, 2021 Board of Supervisors Agenda, and requested to add #7a under the Police Department Report – for a motion to approve the License Plate Recognition Policy and #7b under the Police Department Report – for a motion to approve the temporary Fire Police help for G.E.S. No other changes were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the December 6<sup>th</sup>, 2021 Board of Supervisors Agenda with the addition of #7a (motion) and 7b (motion) under the Police Department Report. Keiser-Aye, Stouch-Aye. Motion passed.

### **Police Department Report – Chief Templin**

November 2021 Statistics: 416 calls for service, 3 reportable accidents, 10 non-reportable accidents, 23 criminal investigations, 6 criminal arrests, 6 paper citations, 81 e-citations, 5 non-traffic citations, and 1 parking ticket. Chief Templin announced that the department has obtained and installed our Automated License Plate Reader (ALPR) thanks to a grant obtained through the Southeastern Pennsylvania Regional Task Force. The ALPR is valued at approximately \$22,000. The ALPR is another tool to help our police department combat various crimes in our Township. In just its second day of operation, we retrieved a stolen vehicle parked along the roadway. I have presented to the Board General Order 124.1 License Plate Recognition. This is a new policy that addresses key components when it comes to ALPR such as training, data retention and protection of confidential information. If the Board has reviewed the policy, I would ask that we adopt the policy into the Douglass Township, Montgomery County Police Department Policy and Procedure Manual by way of a vote. Mr. Updegrave asked if each car has an ALPR, Chief Templin replied no we only have it in one car. Ms. Carpenter asked if there was a yearly cost for operation of the ALPR and where is the data stored, Chief Templin replied that there is no yearly cost however we have an extended warranty and the data is stored in the PA License Recognition Network. Mr. Link asked if this tracks cars just in PA or is it nationwide, Chief Templin stated that they are looking to go nationwide. No other comments were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adopt the License Plate Recognition Policy into the Douglass Township, Montgomery County Police Department Policy and Procedures Manual. Keiser-Aye, Stouch-Aye. Motion passed.

On December 3<sup>rd</sup>, 2021 we met with the Gilbertsville Elementary School Principal, Stephania Petri and BASH Asst. Superintendent, Michael Stoudt once again to address the traffic congestion caused by student drop off/pick up at the school. Solutions were presented by our staff and digested by the principal and assistant superintendent. A new plan of action has developed and will take place on December 20, 2021. I am asking the Board's approval for fire police to help with the new plan. I want to stress that the use of our fire police is temporary. I am hoping this new mutually agreed upon plan will alleviate the traffic congestion on Congo Rd. Mr. Brumwell asked why this traffic is a problem now, Chief Templin said since Covid parents are more protective of their children and are continuing the drop off/ pick up routine however a lot of parents are showing up too early causing a backup of cars creating the traffic issue on Congo Road & E. Philadelphia Ave.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to authorize Station 67 Fire Police to help with the traffic issues at the Gilbertsville Elementary School for a temporary period of time not to exceed January 30<sup>th</sup>, 2022. Keiser-Aye, Stouch-Aye. Motion passed.

On December 14<sup>th</sup>, 2021 we will be having our annual training on O.C. and expandable baton. I have invited our local constable to attend the training to keep up his certifications as well. I am placing Sgt. Robert Evans in charge of the police department while I am away recouping from shoulder surgery and with that being said I wanted to take the time to wish everyone a happy and safe holiday season.

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

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

Mr. Brant had nothing new to add.

**Manager’s Report - Pete Hiryak**

1. The Manager reviewed the upcoming meetings as follows: Thursday December 9<sup>th</sup>, 2021 P/A Meeting @ 7pm, no workshop scheduled. Monday December 20<sup>th</sup>, 2021 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Monday December 20<sup>th</sup>, 2021 2022 Budget & Tax Resolution Adoption.
2. Escrow Release Requests (BOS Approval Required)
  - a. Zern Tract Phase I Release #16 (\$21,169.07) – Pennoni Engineering recommended release #16 in the amount of \$21,169.07 with \$681,261.82 remaining in escrow.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the Zern Tract Phase I Release #16 in the amount of \$21,169.07, as recommended by Pennoni Engineering, with \$681,261.82 remaining in escrow. Keiser-Aye, Stouch-Aye. Motion passed.

- b. Zern Tract Phase II Release #7 (\$157,329.26) – Pennoni Engineering recommended release #7 in the amount of \$157,329.26 with \$1,481,312.30 remaining in escrow.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the Zern Tract Phase II Release #7 in the amount of \$157,329.26, as recommended by the Pennoni Engineering, with \$1,481,312.30 remaining in escrow. Keiser-Aye, Stouch-Aye. Motion passed.

3. 2022 Meetings & Holiday Schedule (BOS Approval for Advertisement)

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the 2022 Meeting Dates & Holiday Schedule for advertisement. Keiser-Aye, Stouch-Aye. Motion passed.

4. January 2022 Re-Organization – Interest in serving on various Boards or Committees – Contact BOS or Manager.
5. 2022 Revised Fee Schedule (For Review Only) – The residential electrical inspections revised from third party inspections to house inspections for a fee.
6. PennDot Updates 2022 – Rt73 Repaving (DT, NHT, UF) and Pavement Marking/Signage Improvements at Rt100/Rt73. No updates on the bridge fencing issue and we are unable to move stop bars due to regulations.

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

**Old Business/New Business**

Tony Mashintonio (Trout Rodeo) – Mr. Mashintonio stated that they are looking at Saturday, April 30<sup>th</sup> for the rodeo with set up help by the roadcrew. The fish will be ordered through possibly Limestone or Pine Springs. The manager stated that the Township has money allocated for recreation events in the 2022 budget. Mr. Mashintonio stated that the food will be funded by Gablesville Athletic Association.

GF&R Santa Run – Santa Run will be Sunday December 19<sup>th</sup> from 9am – 3pm, there will be 3 routes this year.

Mr. Brumwell discussed the flooding on Middle Creek Road saying that he thinks information was missing in the engineers report and what is the diameter of the pipe, how high are you raising the road, where is the water going. The retention/detention basins don’t work they fill up with silt. Mr. Hassan stated that the Township is active with the developer for solutions but you must be careful with solutions due to where the water is coming from, regulations are very stringent now compared to many years ago. Mr. Stouch said that New Hanover is having a lot of issues off of Middle Creek in Windlestrae. Mr. Brumwell stated that the wetlands changed and the fields are changed by raising the road. The manager stated that he and Mr. Hassan want to present the findings by Ms. Lee on this issue to the entire Board of Supervisors.

**Public Comment**

Manager Hiryak asked the Corn Maze owners if they are still operating a fall schedule, they stated that the farm events are done until September 2022. No other public comment was given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adjourn the meeting at 7:50pm. Keiser-Aye, Stouch-Aye. Motion passed.

**The next Board of Supervisor's Meeting will be held on Monday, December 20<sup>th</sup>, 2021 @ 7 pm.**

Respectfully submitted by,  
Marcy Meitzler