

# 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 – December 20<sup>th</sup>, 2021

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence for former Supervisor Don Augustine
4. Executive Session
5. Minutes of December 6<sup>th</sup>, 2021 Board of Supervisors Meeting
  - a. Additions, corrections, motion for approval
  - b. Agenda for December 20<sup>th</sup>, 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 – Sgt. Evans
8. Solicitor Report – Robert Brant, Esq.
9. Public Works Department Report – Michael Heydt
10. Treasurer's Report – Peter Hiryak
  - a. Authorization to pay the Bills. (BOS Approval Required)
  - b. 2022 Budget/Non-Uniform Wage Sheet & Tax Resolution Adoption (BOS Approval Required)
11. Manager's Report – Peter Hiryak
  1. Schedule of Meetings
    - a. Monday January 3<sup>rd</sup>, 2022 BOS Agenda Meeting @ 6:30pm, BOS Reorganization Meeting @ 7pm. Thursday January 13<sup>th</sup>, 2022 P/A Reorganization Meeting, no workshop scheduled.
  2. Niantic Road Bridge Replacement – Bridge Plans & Detour Route Display on Website and in Township Lobby (Review & Comments Only) Engineering, Bidding, Construction Schedule T.B.A.
  3. Interest in serving on BOS, P/A, or Zoning Hearing Board Contact Township Manager
  4. Interviews for Vacant BOS position will be Monday December 27<sup>th</sup>, 2021 starting at 6:00pm (Contact Manager for scheduling an appointment)
  5. Agricultural Secure Hearings pending in 2022.

12. Old Business/New Business

13. Public Comment

14. BOS Comments – Thank you Alan for your years of service to our Community, to our Township Residents, our Staff and Employees.

15. Adjournment

**NEXT MEETING 7PM MONDAY JANUARY 3<sup>RD</sup>, 2022**

The meeting of the Douglass Township Board of Supervisors was called to order at 7:01P.M. Attending were Chairman Joshua Stouch, Supervisor Alan Keiser, Solicitor Robert Brant, Allison Lee of Pennoni & Associates, Pete Hiryak, Andrew Duncan, Mike Heydt, Sgt. Robert Evans, and approximately 16 residents/developers.

Mr. Stouch led in the Pledge of Allegiance and asked for a Moment of Silence former Supervisor Don Augustine. The meeting room was set up for modified social distancing. A reporter was present at the meeting.

Mr. Stouch announced that was an Executive Session held this evening from approximately 6:00pm – 6:30pm involving personnel matters. No votes or decisions were taken.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of December 6<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 December 6<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 20<sup>th</sup>, 2021 Board of Supervisors Agenda, none were given.

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

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

**Emergency Services Building Update** – Fire Chief Andrew Duncan stated that the drywall was installed on the police side and is being prepared for primer & paint. The Fire & Rescue doors are installed, sidewalks & driveway are being worked on and drywall will be started tomorrow.

**Police Department Report – Sgt. Robert Evans**

The police department was made aware of a threat originating on Social Media site (TikTok) stating that school shootings and bomb threats for every school in the USA and even elementary school would occur on December 17<sup>th</sup>, 2021. Variations of the screen shots were circulating on social media. At the time, no specific information regarding attacks planned at Pennsylvania schools were found. In coordination with Principal Landis of Gilbertsville Elementary School, Douglass Police provided presence throughout the day and report no events took place. Origin and source of the initial threats remain unknown. Automated License Plate Reader (ALPR) is in operation. Police Policy General Order 124.1 has been established and reviewed by officers, along with ALPR training completed in the use and operations of this technology. This equipment is in service and being utilized by officers. On December 14<sup>th</sup>, 2021, Douglass Police Department held their annual training and officers were recertified in O.C., Baton, Taser, and other police related training. Natacha Rivera, of Victims Services, was initially scheduled to meet with our department to discuss updates with victim services, but unfortunately cancelled and will be rescheduled at a later time. The Douglass Township Police partnered with Red Corner Benefit and West Pottsgrove Township Police Department, along with seven other local police departments to raise money for a family in need during No Shave November event. The Makarvitz family was this year's recipients. On December 11<sup>th</sup>, 2021, the family was presented with the money raised and several gifts to ease their minds and hopefully lessen their worries a little going in to the holiday season. This event was attended at West Pottsgrove Police Department. They also shared the positive news that their little girl is scheduled to leave CHOP next week and return home for the holidays. We send many positive thoughts their way. No questions were given on the police report.

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 stated that he is waiting for documents involving 303/305 Gilbertsville Road as well as 400 Gilbertsville Road. Mr. Brant noted that he doesn't live in Douglass Township however he really enjoys working for Douglass Township and wishes everyone a Happy Holiday and a safe, happy, healthy New Year.

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

**Public Works Department Report - Michael Heydt**

Mr. Heydt stated that they finished up leaf collection, cleaned ditches, performed roadside trimming for the bus routes, repaired dirt roads, and prepared equipment for the snow removal season. No other questions were given.

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

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

Manager Hiryak stated the bills amounted to \$160,408.52 and authorization is needed for payment. No questions were given on the bills. Copies of the report are available in the lobby.

A motion was made by Mr. Stouch, seconded by Mr. Keiser for authorization to pay the bills in the amount of \$160,408.52. Keiser-Aye, Stouch-Aye. Motion passed.

2022 Budget & Non-Uniform Wage Sheet – The Manager stated that we started working on the budget in late August/September and ended with a \$200,000 surplus, the Board decided to allocate most of the surplus towards additional road paving projects. The Budget amount is 4.5 million. There will be no tax increase necessary to balance the budget in 2022. Mr. Hiryak asked for the Board's approval of the 2022 Budget & Non-Uniform Wage Sheet as presented. Mr. Stouch said a lot of work went into the budget and thanked the department heads and staff. Mr. Stouch also announced that this is the second year in a row that there will be no tax increase. No questions were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser for adoption of the 2022 Budget & Non-Uniform Wage Sheet. Keiser-Aye, Stouch-Aye. Motion passed.

Tax Resolution Adoption for 2022 – The Manager asked for the Board's approval of the Tax Resolution 122021-01 for 2022 keeping the Township Tax Millage at 2.6 mills and Fire Protection Tax at .4 mills (3.0 Total).

A motion was made by Mr. Stouch, seconded by Mr. Keiser for adoption of the Tax Resolution 122021-01 for 2022. Keiser-Aye, Stouch-Aye. Motion passed.

**Manager's Report - Pete Hiryak**

1. Schedule of Meetings:
  - a. The Manager reviewed the upcoming meetings as follows: Monday January 3<sup>rd</sup>, 2022 BOS Agenda Meeting @ 6:30pm, BOS Reorganization Meeting @ 7pm, Thursday January 13<sup>th</sup>, 2022 P/A Reorganization Meeting @ 7pm, no workshop scheduled.
2. Niantic Road Bridge Replacement – Bridge Plans & Detour Route Display is on the Website and in the Township Lobby (Review & Comments Only). Engineering, Bidding, and Construction Schedule T.B.A.
3. Residents interested in serving on the Board of Supervisors, Planning Agency, or Zoning Hearing are to contact the Board or Township Manager.

4. Interviews for the Vacant Board of Supervisor position will be held on Monday, December 27<sup>th</sup>, 2021 starting at 6:00pm (Contact the Manager for scheduling an appointment).
5. Agricultural Secure Hearings pending in 2022 – the manager stated that we have received two applications for the Agricultural Secure Association, we will be processing them for 2022. It has been years since we have had applications submitted for ASA and the process takes 180 days for approval.

The manager stated an updated Fee Schedule Resolution was given to the BOS for review for the January 2022 meeting. Mr. Kolb asked how long do we have to submit applications for the Board of Supervisor position, Mr. Stouch stated he needs them tonight if possible because the interviews will be conducted on December 27<sup>th</sup>, 2021. Mr. Kolb asked how many applications have been submitted and who are they, Mr. Stouch asked Mr. Brant if he could give names and Mr. Brant replied yes. Mr. Stouch stated that there are 3 people applied, Alan Keiser has also notified the Township that he would stay on until a permanent replacement is appointed, other applicants are John Doucette, Don Bergstresser, and Kris Hammill.

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**

No old business or new business was given.

#### **Public Comment**

No public comment was given.

#### **BOS Comments**

Mr. Brant asked for a Matter of Personal Privilege. Mr. Brant stated that Alan Keiser has done a fabulous job as a public official. He is reserved, analyses the situation, and thinks before he responds. Mr. Brant stated as the saying goes the smartest guy in the room does the least talking. He has been a General Practitioner since 1984/1985 and has a great bedside manner and he thanked Alan for his support and service to the community. Mr. Hiryak stated to the Board that I've worked for seventeen different Supervisors and I asked each one why they want the position, and everyone says they want to make a difference, help the community, and Alan you certainly have accomplished that in your 6 years here. Mr. Hiryak said we are going to miss your leadership and your support. Mr. Orner said that Alan has done a great job and he is going to miss him. Mr. Duncan stated that he appreciates Mr. Keiser's support for staff and the Fire Company. Ms. Orner thanked Mr. Keiser for stepping up in their support, you are wise and knowledgeable. Mr. Stouch said I want to thank Karen for sharing Alan with us, it takes away from your homelife. Alan was always the voice of reason and calm and very important to the Board. On behalf of the Board of Supervisors and Township Mr. Stouch presented Mr. Keiser with a gift of appreciation. Mr. Keiser said thank you for your kindness, it has been a privilege to serve the Township, you are like family a great group of people. Mr. Keiser also stated that you have a very special group of people here and fortunate to have these people working in the Township. Mr. Stouch wished everyone Happy Holidays and invited everyone to some refreshments after the meeting in the lobby.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adjourn the meeting at 7:26pm. Keiser-Aye, Stouch-Aye. Motion passed.

**The next Board of Supervisor's Meeting will be held on Monday, January 3<sup>rd</sup>, 2022 @ 7 pm.**

Respectfully submitted by,  
Marcy Meitzler

# GILBERTSVILLE AREA COMMUNITY AMBULANCE SERVICE



P.O. Box 332 • 91 Jackson Road • Gilbertsville, PA 19525-0332

Phone: 610-367-9191 • Fax: 610-369-3931

Email: [gacas332@gmail.com](mailto:gacas332@gmail.com)

[www.medic332.com](http://www.medic332.com)

Emergency: Dial 911

Visit our new website address at [www.medic332.org](http://www.medic332.org)

## Gilbertsville Ambulance Chief of Operations Report December 2021

### Call Volume for November

<u>117</u> Total for month	<u>1401</u> Total Year to Date
<u>60</u> Patients Transported	<u>11</u> Patient Evaluated/No treatment or transport
<u>4</u> Public Assist	<u>4</u> Patient Refusal
<u>    </u> Unit Assist	<u>1</u> Patient treated and released
<u>31</u> Cancelled	<u>1</u> Patient treated released AMA
<u>1</u> Dead on Scene	<u>4</u> Standby

### 117 Total calls for service for the month

#### Calls for service by Municipality

<u>38</u> Douglass Township	<u>    </u> Amity Township
<u>28</u> New Hanover Twp	<u>1</u> Bally Borough
<u>8</u> Upper Pottsgrove Twp	<u>    </u> Bechtelsville Boro
<u>1</u> East Greenville Boro	<u>14</u> Boyertown Boro
<u>    </u> Limerick Twp	<u>7</u> Colebrookdale Twp
<u>    </u> Lower Frederick Twp	<u>3</u> Douglass Berks
<u>1</u> Lower Pottsgrove Twp	<u>    </u> Earl Township
<u>1</u> Pennsburg Boro	<u>    </u> Hereford Twp
<u>10</u> Pottstown Boro	<u>    </u> Oley Twp
<u>1</u> Red Hill Boro	<u>1</u> Washington Twp
<u>3</u> Upper Frederick Twp	<u>    </u> Other
<u>    </u> Upper Hanover Twp	
<u>    </u> West Pottsgrove Twp	<u>117</u> Total Calls by Municipality
<u>91</u> Total Montgomery County	<u>26</u> Total Berks County

**Admission Summary**

39 Pottstown Hospital  
2 Grand View Health  
7 Lehigh Valley Hospital  
2 Penn State Health-St. Joseph's  
3 Phoenixville Hospital  
2 Reading Hospital  
3 St. Luke's Upper Bucks  
2 Other  
60 TOTAL ADMISSIONS

**Call Volume by Unit**

25 332-1  
54 332-2  
38 332-3  
Chief  
Other  
117 Total Volume

**Response Locations**

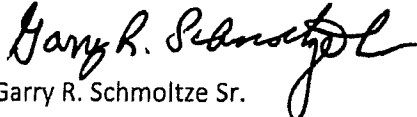
84 Home/ Residence  
3 Assisted Living  
3 Nursing Home  
11 Place of Business  
Police/Jail  
School  
12 Street or Highway  
3 Urgent Care  
Industrial Place  
1 Other

**EMS calls By Shift**

70 0600-1800  
47 1800-0600  
117 TOTAL

117 Total Response Locations

Respectfully Submitted,

  
Garry R. Scholtze Sr.  
Chief of Operations



Gilbertsville Fire and Rescue Company

Monthly Fire Report

November 2021

**Incidents by type:**

111 - Building fire: 5

311 - Medical Assist: 1

322 - Motor vehicle accident with injuries: 5

551 - Assist police or other governmental agency: 3 (Fire Police Call)

700 - False alarm, false call: 1

745 - Fire alarm: 5

900 - Special Incident / Citizen Complaint: 1

Total Incidents for November 2021: 21

Fire Company in Service Time: 47 hours, 49 minutes

Calls Year to Date: 241

Fire Company in Service Time Year to Date: 698 Hours, 18 Minutes

**Response per Municipality:**

Douglas Township Montgomery: 13

Upper Pottsgrove: 2

Colebrookdale Township (Berks County): 2

New Hanover Township: 2

Lower Pottsgrove Township: 1

Boyertown Borough: 1

**Events:**

Santa comes to town on Sunday December 19, 2021.



**Training:**

Engineers night / Equipment Checks

Air Pack / Search and Rescue Training

National Fire Sprinkler Association: Understanding sprinklers and standpipes.

Respectfully Submitted,

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