



Douglas Township, Montgomery County

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AGENDA – February 7th, 2022

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of January 18th, 2022 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for February 7th, 2022– additions, corrections, motion for approval.
5. Police Department Report – Sgt. Robert Evans
 1. 2021 Year End Report Highlights
6. Engineering Report – Allison Lee, Rt 73 & Rt 100 Pavement Markings TSMA & Resolution
7. Rick Mast Engineering – Plan Introduction (R-1 Cluster Zoning 136 Hallowell Rd - 23 Lots & Country View Phase II - 5 Lots, & Phase III - 72 Lots)
8. Solicitor Report – Wendy McKenna, Esq.
 1. Opioid Settlement Resolution (BOS Approval Required)
 2. Municipal Records Disposition Resolution (Approved – BOS signatures only)
 3. Holly Road – Preliminary Plan Resolution (P/A Recommended Approval)
9. Manager's Report – Peter Hiryak
 1. Schedule of Meetings
 - a. Tuesday, February 22nd, 2022 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Thursday February 10th, 2022 P/A Meeting, no workshop scheduled.
 2. Stafy I Escrow Release #9 (\$6,279.95) & Stafy II Escrow Release #5 (\$49,850.00) & Zern II Escrow Release #9 (\$68,379.43) - (BOS Approval Required)
 3. Officer Ziegler – Criminal Justice Tuition Reimbursement (BOS Approval Required)
10. Old Business/New Business
 1. N.H.T. Airport Property – Possible 638 residential units & commercial/retail L D Plan Submitted
 2. 1111 Grosser Road – Sold signs on property behind Wawa
 3. Managers concerns Re: Non-Uniform future staffing requirements
11. Public Comment
12. Adjournment

NEXT MEETING 7PM TUESDAY, FEBRUARY 22ND, 2022

The meeting of the Douglass Township Board of Supervisors was called to order at 7:19P.M. Attending were Chairman Joshua Stouch, Vice-Chairman Alan Keiser, Supervisor Sara Carpenter, Solicitor Wendy McKenna, Allison Lee of Pennoni & Associates, Pete Hiryak, Andrew Duncan, Mike Heydt, Sgt. Robert Evans, and approximately 12 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 two Executive Sessions were held this evening one from approximately 5:30pm to 6:30pm involving personnel, and one from 7:00pm to 7:18pm involving personnel matters. No votes or decisions were taken.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of January 18th, 2022 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Keiser, seconded by Ms. Carpenter to approve the minutes of the January 18th, 2022 Board of Supervisors Meeting. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Stouch asked if there were any questions, comments, or corrections to the February 7th, 2022 Board of Supervisors Agenda. No changes were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the February 7th, 2022 Board of Supervisors Agenda as presented. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Police Department Report – Sgt. Evans

2021 Year End Report Highlights – Sgt. Evans stated, in 2021 the police department consisted 11 officers. This included the Chief of Police, 2 Sergeants, 1 Detective, and 7 full-time patrolmen. The Criminal Investigation Division has 1 assigned officer. There were 134 new criminal cases in 2021, which results in 55 arrests, and a clearance rate of 41%. We received several grants for traffic enforcement, which included, DUI Checkpoints, Seatbelt Checkpoints, and Aggressive Driving Program. These programs are important to the community and aid in reducing traffic violations and accidents through the township. The implementation of the Automated License Plate Reader, which was obtained through the Southeastern PA Regional Task Force. This equipment will aid police in traffic offenses as well as criminal investigations. Douglass Township Police supported Community Policing efforts with community organizations, schools, churches, and other groups. Drug Take Back Incentive in conjunction with the DEA and Montgomery County District Attorney's Office. Since 2013, Douglass Township has collected 1,575lbs. of outdated/unused medications. In the early morning hours of January 19, 2022, Douglass Township Police responded to a report of a stolen vehicle near Giant Food Store. Officer Castellucci immediately responded and obtained information from witnesses on scene. Based on the suspect's description provided, Officer Castellucci patrolled the area and located the suspect while on foot, resulting in an apprehension and arrest of the person responsible. The vehicle and property were returned to the rightful owner. Outstanding job by Officer Castellucci in keeping our community safe. Ms. Carpenter asked if in the future we can do a comparison with more years, Sgt. Evans stated that he did go back to 2019 and did not see any glaring increases however 3 or 4 years would be a better comparison going forward. Ms. Carpenter asked if there were enough officers in the department, Sgt. Evans stated that we on par of what we need at this point. She also asked about the 41% clearance rate, Sgt. Evans stated that 41% is consistent in the region. Mr. Stouch asked how are you covering with one officer short, Sgt. Evans replied we are covering per shift with some overtime but also shifting manpower schedules to provide adequate police coverage. Mr. Stouch stated that we are in a police contract year so hiring could be possibly after the contract is settled. No other questions were given.

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

Engineering Report – Allison Lee

Rt.73 & Rt.100 Pavement Markings TSMA & Resolution – Ms. Lee stated that PennDot is looking to repave Rt.73 this summer also new signage and pavement marking will be installed at the Rt.73/Rt.100 overpass to improve the safety of this section of the roadway. These safety improvements require the Township to enter into a Traffic Signal Maintenance Agreement with the Department of Transportation. This would be done by Resolution. Mr. Hiryak stated that the improvement plan and agreement was reviewed by Mr. Brant's office and by Pennoni Engineering. A resident asked about the sidewalks, Mr. Heydt stated that we are only responsible for the sidewalk up to the bridge.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adopt Resolution #02072022-01 Traffic Signal Maintenance Agreement between Douglass Township and the Department of Transportation to improve the signage and roadway marking at the intersection of Rt.73/Rt.100. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Rick Mast Engineering – Plan Introduction

R-1 Cluster Zoning 136 Hallowell Rd, 23 Lots & Country View Phase II, 5 Lots, & Phase III 72 Lots – Mr. Mast stated that Country View Phase I with 15 Lots is being constructed by Keystone Homes, submitted Phase II for 5 Lots, and Phase III for 72 Lots – plan is identical of Preliminary Plan, Ms. Lee is reviewing the submission. Mr. Mast gave a brief introduction of the concept plan for 136 Hallowell Road consisting of 40 acres with 23 lots surrounded by open space with R-1 zoning, public sewer (gravity sewer) and intended public water. Lots are minimum of 15,000 square feet with the average of 20,000 square feet, the cul-de-sac will have snow clearing easements and Keystone Homes is the proposed Developer, this is only an introduction and in the very early stages. Mr. Mast stated that public sewer would be available from the Country View Development tying in at Linsenbeidler Road and public water coming from Middle Creek Road. Mr. Brumwell asked about the storm water plan, Mr. Stouch replied that this is only an introduction to a concept plan.

Solicitor Report – Wendy McKenna, Esq.

Opioid Settlement Resolution (BOS Approval Required) – local governments in PA and around the US have been pursuing investigations and litigation against certain manufacturers, distributors, and retailers of opioid pharmaceuticals. In an effort to hold the Opioid Defendants financially responsible for the impact on the Opioid Epidemic on Douglass Township and resources necessary to combat the opioid epidemic the Township can approve a resolution to adopt the settlement agreements in relation to the opioid crisis. This resolution was a joint effort by our Solicitor and the Montgomery County Attorney General's Office.

A motion was made by Stouch, seconded by Mr. Keiser for adoption of Resolution #02072022-02 to Adopt the Settlement Agreements in Relation to the Opioid Crisis. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Municipal Records Disposition Resolution – Approval is need to adopt Resolution #02072022-03 for disposal of Municipal Records.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to adopt Resolution #02072022-03 for Douglass Township to declare its intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Holly Road - Preliminary Plan Resolution (P/A Recommended Approval) – the property is 51 acres, 25 acres of developable land zoned M1 Office/ Neighborhood Mix Use to consist of 156 townhomes and 4 retail spaces (restaurant, bank, retail). Reviewed by Pennoni Engineering and recommended by the P/A on 1/13/2022. Waivers reviewed & supported by Pennoni Engineering. Mr. Bauer stated that he reviewed the Draft Resolution and changes have been accepted. Mr. McKenna asked for the Board's approval for the Preliminary Plan Resolution.

A motion was made Mr. Stouch, seconded by Ms. Carpenter to approve the Preliminary Plan Resolution for the Holly Road Plan. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Thursday February 10th, 2022 P/A Meeting @ 7pm, no workshop scheduled. Tuesday February 22nd, 2022 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.

2. Escrow Release Requests (BOS Approval Required)

- a. Stafy I Escrow Release #9 (\$6,279.95) - Pennoni Engineering recommended release #9 in the amount of \$6,279.95 with \$37,080.39 remaining in escrow.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the Stafy Tract Phase I Escrow Release #9 in the amount of \$6,279.95, as recommended by Pennoni Engineering, with \$37,080.39 remaining in escrow. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

- b. Stafy II Escrow Release #5 (\$49,850.00) – Pennoni Engineering recommended release #5 in the amount of \$49,850.00 with \$105,907.78 remaining in escrow.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the Stafy Tract Phase II Escrow Release #5 in the amount of \$49,850.00, as recommended by the Pennoni Engineering, with \$105,907.78 remaining in escrow. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

- c. Zern II Escrow Release #9 (\$68,379.47) – Pennoni Engineering recommended release #9 in the amount of \$68,379.47 with \$1,327,257.65 remaining in escrow.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the Zern Tract Phase II Escrow Release #9 in the amount of \$68,379.47 with \$1,327,257.65 remaining in escrow. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

3. Officer Ziegler – Criminal Justice Tuition Reimbursement – Officer Ziegler is taking Criminal Justice classes, per the Police Contract class tuition can be reimbursed as approved by the Board of Supervisors. The amount to be reimbursed is \$3,089.66.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve tuition reimbursement for Officer Ziegler in the amount of \$3,089.66.

Mr. Brumwell commented that he requested to see drawings and he has heard nothing, Mr. Hiryak stated that we have maps showing some of the information that you were asking about. If the Board would authorize me to set up a meeting with Mr. Brumwell, Ms. Lee, Mr. Heydt, and Mr. Duncan we can go over the information with Mr. Brumwell. The Supervisors agreed to have the meeting set up by Mr. Hiryak. Mr. Kolb commented that when a proposed development gets side tracked for years and then bring it back they should put out the money for new studies, Mr. Hiryak said that is a requirement already. Mr. Stouch said we are trying to avoid postage stamp developments, meaning that studies must be done on the impact of the surrounding areas not just that type of development. No other questions or comments were given.

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

Old Business/New Business

New Hanover Township Airport Property – (possible 638 residential units & 750,000sf. commercial/retail L D Plan Submitted) - Mr. Hiryak stated that this project has been on hold for many years however it has been revised and we have concerns with the traffic impact, everyone will be affected. It will be discussed at the N.H.T. Planning Agency on February 9th, 2022.

1111 Grosser Road – Sold signs on property behind Wawa – Mr. Hiryak commented that this property has sold signs posted on it so we suspect that we will hear about an upcoming project. You may remember about two years ago a proposal for some type of medical facility was discussed and there is still interest in something of that type.

Managers Concerns Re: Non-Uniform future staffing requirements – Currently we have a part time building inspector working M/W/F, we are discussing the possibility of making it a full-time position and we have a person in mind in order to start this process. We also need to discuss how to staff the office in the future as far as Treasurer/Finance, Administration, and Zoning. Mr. Hiryak said there are a lot of new projects coming into the Township taking up a lot of time with P/A and BOS and we have not increased staff (myself, Marcy, and Andy) and my contract runs out in April of 2023. No other old business/new business was given.

Public Comment

Mr. Brumwell commented that the population has increased too much for the same amount of staff, the Board should look into this. Another resident stated that they were new to the area and it is expanding too much too fast and you will not be able to keep up with the services. Mr. Stouch stated that we try to control what is allowed in developments, age restricted development would have less impact however Developers insist there is no need for age restricted development. Mr. Stouch and Mr. Link both commented that people are on waiting lists for age restricted homes. Mr. Kolb commented that people were in front of his house measuring at electric poles so he asked them what were they doing, they replied that the Boyertown School District is running fiber optics for communications, was the Township aware of this, Mr. Stouch stated that nothing is discussed by the school district with us. He asked school board member Mr. Updegrove if the school district is running fiber optics, Mr. Updegrove replied yes. Mr. Link asked how did the staff meeting go with the Turkey Hill property, Mr. Hiryak said that meeting did not happen yet. Mr. Link added that the traffic in that area would be a problem. Mr. Hiryak announced that the Recreation Committee Grants are opening up so our Coordinator will be coming in soon to discuss some opportunities. No other public comment was given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 8:28pm. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Tuesday, February 22nd, 2022 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler