



Douglas Township, Montgomery County

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AGENDA – March 7th, 2022

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of February 22nd, 2022 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for March 7th, 2022 – additions, corrections, motion for approval.
5. Pottstown Area Regional Recreation Coordinator
 - a. Grant Application Resolution - \$58,249.00 for park maintenance equipment from statewide Local Share Assessment Grant.
6. Embree Project – Rt.100/Grosser Rd Introduction of concept plan and representatives
7. Cobblestone Commons – Over 50 Community Concept, Rt. 73 (CC - Convenience Commercial Zoning)
8. Police Department Report – Chief Templin
 - a. Authorization for new police building expenditures for (equipment, materials, and furniture \$40,000.00).
9. Solicitor Report – Robert Brant, Esq.
10. Manager's Report – Peter Hiryak
 1. Schedule of Meetings
 - a. Monday, March 21st, 2022 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Thursday March 10th, 2022 P/A Meeting @ 7pm, Workshop @ 6pm (Lighting Ordinance), ESB Meeting Monday March 14th @ 6pm.
 - b. Administrative Personnel Considerations – Building Inspector, Administrative Assistant, Finance Dept Staffing.
 - c. ARP – Designating Admin Staff for Treasury Reports (For Review)
 - d. 2022 DEP Model Stormwater Management Ordinance (BOS Authorization To Start Review Process)
11. Old Business/New Business
 - a. PSATS Academy Training Program – Authorization for enrollment by staff.
12. Public Comment
13. Adjournment

NEXT MEETING 7PM MONDAY, MARCH 21ST, 2022

The meeting of the Douglass Township Board of Supervisors was called to order at 7:04P.M. Attending were Chairman Joshua Stouch, Vice-Chairman Alan Keiser, Supervisor Sara Carpenter, Solicitor Robert Brant, Khal Hassan of Pennoni & Associates, Pete Hiryak, Andrew Duncan, Mike Heydt, McKenna Powanda, Chief Templin, and approximately 17 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 5:30pm to 6:15pm involving personnel. No votes or decisions were taken.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of February 22nd, 2022 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the minutes of the February 22nd, 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 March 7th, 2022 Board of Supervisors Agenda. Mr. Stouch added 5a., Grant Application Resolution - \$58,249.00 to the agenda for park maintenance equipment from statewide Local Share Assessment Grant.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the March 7th, 2022 Board of Supervisors Agenda with the addition of 5a., Grant Application Resolution - \$58,249.00 for park maintenance equipment from statewide Local Share Assessment Grant, to the agenda. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Pottstown Area Regional Recreation Coordinator Update – Patricia McCluskey

Ms. McCluskey gave an update of the Douglass Township Park and Recreation Fall 2021 improvements to Douglass Park and Grants Strategy for 2022:

Douglass Park Improvements – Yeck Family Foundation Grant - \$20,000 Awarded
Douglass Park Playground Improvements at Pavilion #2 – PMRPC Grant - \$25,000 Awarded
Smith road Park Tree Removal and Planting – Yeck Family Foundation Grant - \$10,000 Awarded
Douglass Park Tennis Court Resurfacing & Pickleball – Montco 2040 Grant Application - \$80,889 Pending
Commonwealth Financing Authority Local Shares Account – Equipment Purchase – Tractor & Attachments for \$58,249 to be submitted by 3/15/2022. Ms. McCluskey stated that there are more grants that will be available later this year.

Grant Application Resolution #03072022-01 – This Grant Application is for \$58,249.00 for park maintenance equipment from the Commonwealth Financing Authority Local Shares Account. Approval is needed to start the application process.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adopt Grant Application Resolution #03072022-01 for the application involving \$58,249.00 in park maintenance equipment purchases through the Commonwealth Financing Authority Local Shares Account. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The manager stated that we have been very successful with grants, McKenna Powanda has stepped up and is doing a very good job with Parks/Rec and recommends that he attend PARRC meetings on a monthly basis. The Board authorized McKenna Powanda to attend PARRC monthly meetings.

Embree Project – Rt.100/Grosser Rd. Introduction of concept plan and representatives

Attorney Peter Lehr and representatives from Landcore & LVH (Lehigh Valley Health Network) were present to introduce a concept plan for a proposed Neighborhood Hospital & Medical Offices located at Rt.100 and Grosser Road. The proposal is for a one-story hospital, a three-story medical office building, parking, and stormwater facilities. Neighborhood Hospitals are designed as the smallest licensed hospitals that you can have and be a state licensed facility. It will consist of one ER, ten inpatient beds, and eleven emergency exam rooms functioning as a transition/stabilizing area for an average stay of 2 to 5 days, with an in-house lab function and inpatient/outpatient imaging & possibly pharmacy. The ER would be equipped for emergencies like a general hospital, the medical office building would house a variety of specialty services. This is a concept plan and they intend to submit a formal plan, also they would like to set up a pre-application meeting with the Conservation District. Mr. Brant said they should file a Land Development Plan Application and set up an escrow account with the Township. Reviews would have to be done by our Civil Engineer, Planning Agency, MCPC, and PMRPC. Each gives the Township a review letter. Mr. Lehr stated that they intend to file at the end of March beginning of April. Mr. Brant asked if zoning relief will be requested. Mr. Lehr said presently no. Mr. Brant stated that he noticed by the drawing they moved the buildings closer to Rt. 100, a traffic study will be needed and Act 209 Fees will apply. Ms. Carpenter said there is no planned retail on the concept plan, Mr. Lehr replied not presently. Mr. Hiryak asked if there would be a helipad, Mr. Lehr said presently no. Mr. Keiser said this is for medical emergencies only, Denise Valenta-Stark from the Embree Group replied that there will be no surgical procedures and no births, observation stays are limited to 2-5 days to treat dehydration/medication management. Mr. Hassan asked what is the maximum height of each building, Mr. Lehr replied that the hospital would be 32' and the medical office building would be 48' designed to the ordinance. Chief Templin asked if behavioral health will be handled at the hospital, Mr. Lehr replied no. Mr. Stouch was wondering about hospital security; the response was that the security standard is set up by the Department of Health. Fire Chief Duncan had a concern with the height of the medical building because his tallest ladder is only 35' so something would have to be worked out in order to reach the roof facilities. Mr. Keiser asked if this model is in service now, Mr. Lehr responded that there is one in Oaks and it is doing so well that it is being expanded. Mr. Hiryak asked who is the main contact, Mr. Lehr said to contact Landcore Engineering. No other questions were given.

Commons Commons – Over 50 Community Concept, Rt.73 (CC-Convenience Commercial)

Ms. Pionzio of Hamburg, Rubin, Mullin, Maxwell & Lupin was present to introduce a concept plan on 13 acres along Rt73/Oak Street for a proposed Active Adult Community to include a clubhouse, pool, pickleball courts, and a walking trail. The proposal is for 49 units at 2500-2800 square feet each with 2-car garages, and 2 driveway spaces. Overflow parking area will be provided, the units would sell for approximately \$400,000 each. Mr. Hassan stated the property is zoned CC but the adjacent properties are R-2 residential and a zoning change will be required. Mr. Hassan also stated that a turn lane would be needed on Rt. 73, Mr. Seidel stated that would be addressed per any PennDot requirement/recommendations. Mr. Brant stated that a zoning overlay would be required, we would have to research what other areas this would impact. Mr. Brant suggested to submit a zoning overlay request and we would go through the process step by step. Ms. Carpenter suggested keeping the walking trail internal so it would not tempt anyone to cross Rt. 73.

Police Department Report – Chief Templin

Chief Templin asked for authorization for the new emergency service building expenditures (for equipment, materials, and furniture) not to exceed \$40,000.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize new emergency service building expenditures for equipment, materials, and furniture not to exceed \$40,000. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Solicitor Report – Robert Brant, Esq.

Mr. Brant stated that he gave his written report to the Board. He has been working on personnel matters and the new developments in the Township.

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Thursday March 10th, 2022 P/A Meeting @ 7pm, workshop (Lighting Ordinance) @ 6pm. Monday March 14th, 2022 ESB Meeting @ 6pm – discussing ambulance service personnel & financial needs. Monday March 21st, 2022 Bos Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
2. Administrative Personnel Considerations – Building Inspector, Administrative Assistant, Finance Dept Staffing. The Manager stated the Township would like to hire Matt Wojaczyk as our fulltime Building Inspector at \$85,000/year, wages to be prorated starting April 4th, 2022. He is currently the Township's P/T Certified Inspector.

A motion was made by Mr. Stouch, seconded by Mr. Keiser authorize the hiring of Matt Wojaczyk as fulltime Township Building Inspector at \$85,000/year to be prorated starting April 4th, 2022. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Manager Hiryak stated that the next need for the Township is an Administrative Assistant to help out in the office (phones, walkups, filing, H/R) and asked the Board if he could begin the process, the Board gave authorization to begin the interview process. The manager stated that the Finance Department Staffing is still in progress.

3. ARP – Designating Admin Staff for Treasury Reports (For Review) – Designating user roles in the Treasury Portal for the State and Local Fiscal Recovery Fund (SLFRF). Discussion to continue.
4. 2022 DEP Model Stormwater Management Ordinance (BOS Authorization to start review process) – Authorization is needed by the BOS for the staff to review the model ordinance. The Board agreed to authorize staff to begin the review process. No comments were given on the Manager's Report.

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

Old Business/New Business

PSATS Academy Training Program – The manager stated that PSATS offers training sessions for all Township personnel, authorization is requested from the Board for employees to attend these training programs. The Board gave authorization for employees to attend the PSATS Training Programs when offered throughout the year. Mr. Heydt commented that he registered the public works department for the Flaggers Safety Course offered by PSATS to be held on April 19th. Mr. Brumwell said that he received a Finalized Summary about the water issues on his property and said he still has concerns. Mr. Brumwell requested a meeting with Mr. Stouch and Mr. Brant, the manager will schedule the meeting and notify all parties. No other old business/new business was given.

Public Comment

Mr. Updegrave commented that the proposal for Cobblestone Commons is ridiculous, it looks like parked trailers next to big homes on Rt.73. Mr. Hunter commented that there are a lot of water issues in the area of this proposal near Oak Street/Rt.73. Mr. Link commented that whatever would go in that area should not disrupt life in the Colonial Manor Development. No other public comment was given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 8:15pm. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, March 21st, 2022 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler