



# Douglas Township, Montgomery County

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## AGENDA – April 18<sup>th</sup>, 2022

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of April 4<sup>th</sup>, 2022 Board of Supervisors Meeting
  - a. Additions, corrections, motion for approval
  - b. Agenda for April 18<sup>th</sup>, 2022– additions, corrections, motion for approval.
  - c. ESB April 11<sup>th</sup>, 2022 Minutes – Motion for Approval
5. Treasurer’s Report – Cynthia O’Donnell
  - a. Copies of report in Township Lobby
  - b. Authorization to pay the bills (BOS Approval Required)
  - c. ARPA – Funding meeting summary report for May BOS Meeting (T.B.A.)
6. Police Department Report – Chief Templin
7. Solicitor Report – Wendy McKenna, Esq.
8. Public Works Department Report – Michael Heydt
  - a. Asphalt Maintenance Solution LLC, option to extend contract for road projects.
9. Emergency Services Reports
  - a. GF&R and GACAS – Copies of reports in lobby
  - b. Emergency Service Building Update
10. Manager’s Report
  1. Schedule of Meetings
    - a. Monday May 2<sup>nd</sup>, 2022 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Monday May 9<sup>th</sup>, 2022 ESB Meeting @ 6pm. Thursday May 12<sup>th</sup>, 2022 P/A Meeting @ 7pm, Lighting Ordinance Workshop @ 6pm.
  2. D.V.R.P.C. Traffic counts on Congo Rd (Rt73 to Middle Creek), Grosser Rd (Rt100 to Gilbertsville Rd), Montgomery Ave (Rt73 to County Line Rd)
11. Old Business/New Business
  - a. Cyndi Gordan – Bench donation to Douglas Park (recommendation to work with McKenna regarding bench type, location).
  - b. A.S.A. Hearing May 9<sup>th</sup>, 2022 (BOS May 16<sup>th</sup> for final approval)
12. Public Comment
13. Adjournment

**NEXT MEETING 7PM MONDAY MAY 2<sup>ND</sup>, 2022**

The meeting of the Douglass Township Board of Supervisors was called to order at 7:05P.M. Attending were Chairman Joshua Stouch, Vice-Chairman Alan Keiser, Supervisor Sara Carpenter, Solicitor Wendy McKenna, Khal Hassan of Pennoni & Associates, Andrew Duncan, Mike Heydt, McKenna Powanda, Cynthia O'Donnell, Chief Templin, and approximately 13 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 there was no Executive Session held this evening.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of the April 4<sup>th</sup>, 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 April 4<sup>th</sup>, 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 April 18<sup>th</sup>, 2022 Board of Supervisors Agenda, none were given.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to approve the April 18<sup>th</sup>, 2022 Board of Supervisors Agenda. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

**ESB April 11<sup>th</sup>, 2022 Minutes** – (Motion for Approval)

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the minutes of the April 11<sup>th</sup>, 2022 ESB Meeting. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

**Treasurer's Report (Authorization to pay the bills) – Cynthia O'Donnell**

Ms. O'Donnell stated the bills amounted to \$192,997.68, authorization is needed for payment. Unusual bills were: AMA Resource for debris removal from demolition of Libor House, BRYCO Materials for stone at GF&R, CDW Government for police evidence room computer, Global Industrial for new police building furniture, Limestone Springs for Trout Rodeo fish, and Stanley Steemer for cleaning the donated cubicles at new police station. Copies of the report are in the lobby.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter for authorization to pay the unpaid bills as of April 18<sup>th</sup>, 2022 in the amount of \$192,997.68. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Ms. O'Donnell announced that American Rescue Plan Act money can be used by the Township for projects, equipment, or vehicles, each department head was asked to make a list of their needs for a meeting held on April 8<sup>th</sup>, 2022. An ARPA Funding meeting summary report will be presented for a May 2022 Board of Supervisors Meeting for approval on where to spend the ARA funding. Mr. Stouch added that the April 8<sup>th</sup> meeting was intended to discuss the needs and or wants of the department heads and it ended up that all items presented were actually needed. No questions were given.

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

**Police Department Report – Chief Templin**

March 2022 Police Statistics: 339 calls for service, 5 reportable accidents, 7 non-reportable accidents, 17 criminal investigations, 3 criminal arrests, 5 paper citations, and 59 E-citations. The Montgomery County Farm Bureau and the Douglass Township Police Department are partnering to promote Rural Roads Safety Week (April 18-23, 2022). This program is designed to bring awareness and to reduce the potential for traffic accidents involving motorists and farm vehicles. Spring is one of the busiest times of the year for farmers, who utilize equipment on

rural roads during planting season. I will be meeting with the Montgomery County Farm Bureau on the Moser farm off of Weller Road in our township to promote our message on April 22, 2022 at 10am, Representative Tracy Pennychuick will also be attending. On Saturday April 30, 2022 from 10am-2pm our police department will be participating in the National Prescription Drug Take Back Day. Everyone can bring in their unwanted, unused, or expired medications to our police department for proper destruction. Since 2013 we have collected over 1,500 lbs. of unwanted, unused, or expired medications. We do have a collection box in the lobby where anyone can drop off their unwanted, unused, or expired medications Monday thru Friday during normal business hours. We do not accept sharps or liquids.

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.

**Solicitor Report – Wendy McKenna, Esq.**

Ms. McKenna stated that she has submitted a written report to the Board of Supervisors.

**Public Works Department Report - Michael Heydt**

Mr. Heydt stated that the roadcrew put away the snow equipment, repaired potholes, repaired holes on County Line Road Bridge, cleaned debris on dirt roads, and serviced the trucks. A resident asked when will Oak, Ash, and Aspen be paved, Mr. Heydt replied Oak Street is scheduled next year for milling and overlay. I try to do one road per development each year.

*Asphalt Maintenance Solutions, LLC, option to extend equipment rental contract for road projects* – Mr. Heydt stated that he would like to extend the equipment rental contract with Asphalt Maintenance Solutions, LLC for one year. This was reviewed by Mr. Brant's office and is allowed by contract.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the extension of the equipment rental contract for one year with Asphalt Maintenance Solutions, LLC. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

**GF&R and GACAS Reports** – Written reports for March 2022 were submitted to the Board of Supervisors and available in the lobby. Ms. Gresh gave a brief overview of the GACAS Report. Fire Chief Duncan gave a brief overview of the Gilbertsville Fire & Rescue Report.

EMS Building Update - Mr. Duncan stated that Fire & Rescue moved into the new station on Thursday April 14<sup>th</sup>, 2022. Everything was moved into the station within 1-1/2 hours with 27 fire personnel helping with the move. There is 99% of the interior finished and some outside landscaping to do yet, in May we should be completed with Gorski Engineering and we are hoping to schedule a late spring open house date. Mr. Mickletz asked if voting will resume at the fire company, Mr. Duncan replied that is up in the air at this point. Mr. Keiser stated that he was inside the building and it is very beautiful you should be very proud. Residents in the audience applauded and stated that the fire company desires this new building. Mr. Duncan stated it was a very emotional scene while moving the equipment inside. No other questions or comments were given.

**Manager's Report**

Mr. Stouch stated that Mr. Hiryak is on vacation so he will present the Manager's Report tonight.

1. Schedule of Meetings:

- a. Upcoming meetings as follows: Monday May 2<sup>nd</sup>, 2022 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm, Monday May 9<sup>th</sup>, 2022 ESB Meeting @ 6pm, Monday May 9<sup>th</sup>, 2022 ASA Meeting @ 6pm, Thursday May 12<sup>th</sup>, 2022 P/A Meeting @ 7pm, Workshop @ 6pm (Lighting Ordinance)

2. DVRPC Traffic counts on Congo Rd (Rt.73 to Middle Creek), Grosser Rd (Rt.100 to Gilbertsville Rd), Montgomery Ave (Rt.73 to County Line Rd) – Mr. Hassan stated that traffic volume and traffic movement will be studied and information will be used for engineering & planning. Mr. Stouch explained that a tube will be placed across the streets counting vehicle traffic & videos will be taken to document traffic movement for 48 hours for stored data on intersections. The Board asked for DVRPC to be notified that the Congo Road Bridge is out between Rt. 73 & Middle Creek which will change traffic movement.

**Old Business/New Business**

*Cyndi Gordan* – Bench donation to Douglass Park (recommendation to work with McKenna regarding bench type, location) – Ms. Gordan stated that she wishes to donate a bench for the park tennis court/pickle ball area for a sitting area. She has looked through the Kirby Catalog and found several possible benches for use in that area. The Board agreed for Ms. Gordan to coordinate with McKenna Powanda on the type of bench to be used and the placement of the bench. Mr. Powanda stated that he is looking into using grant funds to redo one tennis court and split the other tennis court into two pickle ball courts.

*ASA Hearing May 9<sup>th</sup>, 2022 (BOS May 16<sup>th</sup> for final approval)* – This hearing is to add two agricultural areas to the Agricultural Secure Area in Douglass Township (Renninger, Congo Niantic Rd - 20 acres, and Moser, Weller Rd - 31 acres).

Mr. Mickletz asked why doesn't the public transportation service pull up to the Giant Food Store, Mr. Stouch stated that the owner of the Giant won't allow the bus on the lot. Mr. Stouch said there is also push back on an access road through the property, he asked Mr. Duncan to reach out to the property owner again to address these concerns. Mr. Mickletz also asked if the Township borders Englesville Road, Mr. Stouch replied that Chandlers Crossing butts up to Englesville Road.

**Public Comment**

No public comment was given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to adjourn the meeting at 7:34pm. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

**The next Board of Supervisor's Meeting will be held on Monday, May 2<sup>nd</sup>, 2022 @ 7 pm.**

Respectfully submitted by,  
Marcy Meitzler

April 11<sup>th</sup>, 2022 Page 1

The meeting of the Douglass Township Board of Supervisors was called to order at 6:02PM. Members in Attendance were Chairman Joshua Stouch, Supervisor Sara Carpenter, Supervisor Alan Keiser and Township Manager Peter Hiryak. Also in attendance were Emergency Services Board members including Chairman Garry Schmoltze, Fire Chief Andrew Duncan, David Yusko, Rick Smith, John Doucette, Police Chief Barry Templin and 5 residents.

Chairman Josh Stouch started the meeting with the Pledge of Allegiance.

Chairman Josh Stouch turned the meeting over to Emergency Services Board Chairman Garry Schmoltze.

ESB Chairman Garry Schmoltze introduced New Hanover Township Fire Chief William Moyer to discuss some bridge closures in New Hanover Township in 2022 and how they will affect emergency response and traffic. Chief Moyer stated that New Hanover Township will have 4 bridges closing within close proximity to each other. These bridges are owned by Montgomery County and PENNDOT. The closed bridges are Swamp Pike at New Hanover Square Road, Lutheran Road, Charlotte Street near Swamp Pike, and the New Hanover Square Road bridge. Chief Moyer stated that some of these bridge closures may require additional mutual aid assistance from Douglass Township Emergency Services. Additional EMS, Fire and Police units will be added to respond to the troubled areas. Chief Moyer is still creating an emergency response for these bridge closures and will finalize an emergency response plan on Friday. Chief Moyer will notify all neighboring Chiefs of the emergency response plan.

#### EMS – EMS

- a. Chief Schmoltze reported that Gilbertsville Area Community Ambulance increased the pay scales of the organization to become competitive with other area ambulance companies to attract and retain personnel. As reported in previous meetings, there is currently a shortage of EMT and Paramedic staff in the area. This shortage is causing ambulance companies to not be able to staff an ambulance during certain times of day and night. This is not a Gilbertsville problem, but is a regional problem as each ambulance company struggles to find staff. The pay scales per hour are as follows:

Paramedic - \$25.00  
A EMT - \$21.00  
B EMT - \$18.50  
New EMT - \$18.00  
Emergency Responder - \$16.00

With the pay scale increase, there are more personnel becoming available for staffing. There are still some shifts remaining unstaffed and are being covered by the next available ambulance.

- b. Supervisor Carpenter asked Chief Schmoltze if Gilbertsville Ambulance was able to put together financial reports for review this evening or if there was any follow up with the Montgomery County EMS Director Dave Brown. Treasurer Rochelle Gresh stated that the reports are completed but there was an issue with the printer at the station. Chief Schmoltze stated that they will have copies of the report to the board by Tuesday morning. These documents will be available for the Emergency Services Board for the May 2022 meeting. Chief Schmoltze will also continue to follow up with the Montgomery County EMS Director.

FIRE –

- a. Chief Duncan reported that the Certificate of Occupancy was issued on Friday 4/8/2022. The Fire Company will be moving all equipment and operations into the building on 4/14/2022. There are still punch list items being completed before the construction contract can be closed out. Landscaping to include trees, bushes and grass will be completed in the next 30 days. Now that the facility is complete and ready for operations the fire company has identified some additional needs for exterior lighting for the parking lot. This does not prevent the fire company from operating, but will also hopefully be completed in the next 30 days.
  
- b. Chief Duncan reported that he received an inquiry about Douglass Township Fire Tax funding from neighboring mutual aide Eastern Berks Fire Department. Chief Duncan mentioned that Eastern Berks Fire Department is a mutual aide fire company that responds to calls in the northern section of Douglass Township. In 2021 they responded along with Gilbertsville Fire and Rescue Company to 17 emergency calls in Douglass Township. Gilbertsville Fire and Rescue responded to Eastern Berks as mutual aide 11 times in 2021. Chief Duncan explained that the current fire tax funding in Douglass Township is currently designed to pay for the new fire company / police station at 1454 E. Philadelphia Avenue with a remaining \$40,000.00 per year to assist with operational expenses. Chief Duncan explained that the fire tax money currently does not include placing money into the Fire Apparatus replacement fund. Chief Duncan explained that the truck replacement schedule will not see a replacement for the next ten years, however, the next replacement will be for a truck that will cost close to \$1 million dollars. Chief Duncan explained that the building replacement was a high priority for fire tax funding, but as we move into the future and the building loan is paid down, our focus will then be turned to apparatus replacement as needed.  
Chief Duncan mentioned that Gilbertsville Fire and Rescue is the only recognized fire company in Douglass Township by the municipality and has responded to every emergency call that we have been dispatched to. The problem with extending fire tax money to mutual aide fire companies is that there are mutual aide agreements in place and that we would have to extend that money to all mutual aide companies that respond into the township.
  
- c. Chief Duncan stated that the 2022 Fund Drive letter will be mailed to all township residents next week.

POLICE –

- a. Chief Templin stated that cubicles have been installed in the patrol room of the police station. Public works personnel installed them. Schultz is still installing the camera systems in the police portion of the building. Once the patrolmen move to the new facility we will be porting the police department telephone numbers from the current building to the new building for operations.

- b. Received a public inquiry from David Bressler, a resident on Cobblestone Drive. He is citing concerns that people are not stopping at the 3 way stop sign in front of his house. The home owners association posted on social media to ask the residents to please stop at the intersection. Public works will also be installing stop bars and red flashing lights to try to assist in making the 3 way stop more noticeable and safe.
- c. Public Works will be installing speed limit signs on Swamp Pike so speed can be enforced.
- d. Sergeant Steffie talked about some of the grant programs that have become available. The following programs pay for Police Officer overtime and supplement the patrolmen on regular shifts that are handling calls and may not be able to address some problem areas when it comes to speeding and other types of complaints that the department receives. The following grant programs are currently running or will be running in the upcoming weeks and months.
  - 1. Aggressive Driving Enforcement
  - 2. Click it or Ticket
  - 3. DUI Enforcement

CODE ENFORCEMENT/ZONING –

- a. Preliminary plans have been received for the hospital project on Grosser Road.
- b. Zerns Market has been purchased and may be receiving a new use. To be determined.
- c. Global Advanced Metals is looking at a small addition project for warehouse space for one of its buildings. This project does not require sprinklers, however the fire department is advocating for them to be installed.
- d. Phase II of Zern Tract Foxwood Ridge Townhomes is starting. The First block of 8 units is almost complete.

EMERGENCY MANAGEMENT –

- a. American Rescue Plan funding needs from emergency management are upgrading our current township radio system. The current township radio system is low band. We can no longer purchase radios, or get parts to fix our current radios when they are broken. We will be looking to upgrade to a high band UHF system and equip all Public Works and emergency vehicles with two way mobile radios so that there is an independent radio system for interoperability throughout the township when there is an emergency. Most times, the Montgomery County radio system becomes overwhelmed with emergencies when there are flooding events and other disasters and we cannot communicate with each other effectively because we just can't get on the radio system for resources. This is a high priority item for the Emergency Management Department.

Upcoming meeting dates for the Emergency Services Board:

Monday May 9, 2022 @ 6PM

Monday June 13, 2022 @ 6PM

April 11th, 2022 Page 4

The meeting was then turned back over to Chairman Josh Stouch of the Douglass Township Board of Supervisors.

Old Business / New Business – none

PUBLIC COMMENT – No public comment

A motion was made by Supervisor Alan Keiser, seconded by Chairman Josh Stouch to adjourn the meeting. Motion passed.

ADJOURNMENT 7:14PM

Minutes respectfully submitted by Andrew A. Duncan



# GILBERTSVILLE AREA COMMUNITY AMBULANCE SERVICE



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## Gilbertsville Ambulance Chief of Operations Report April 2022

### Call Volume for March

<u>120</u> Total for month	<u>369</u> Total Year to Date
<u>80</u> Patients Transported	<u>6</u> Patient Evaluated/No treatment or transport
<u>4</u> Public Assist	<u>6</u> Patient Refusal
<u>3</u> Unit Assist	<u>1</u> Patient treated and released
<u>14</u> Cancelled	<u>        </u> Patient treated transported by private vehicle
<u>1</u> Dead on Scene	<u>5</u> Standby

120 Total calls for service for the month

### Calls for service by Municipality

<u>43</u> Douglass Township	<u>        </u> Amity Township
<u>26</u> New Hanover Twp	<u>        </u> Bally Borough
<u>17</u> Upper Pottsgrove Twp	<u>        </u> Bechtelsville Boro
<u>        </u> East Greenville Boro	<u>22</u> Boyertown Boro
<u>        </u> Limerick Twp	<u>3</u> Colebrookdale Twp
<u>        </u> Lower Frederick Twp	<u>1</u> Douglass Berks
<u>        </u> Lower Pottsgrove Twp	<u>        </u> Earl Township
<u>        </u> Pennsburg Boro	<u>        </u> Hereford Twp
<u>7</u> Pottstown Boro	<u>        </u> Oley Twp
<u>        </u> Red Hill Boro	<u>1</u> Washington Twp
<u>        </u> Upper Frederick Twp	<u>        </u> Other
<u>        </u> Upper Hanover Twp	
<u>        </u> West Pottsgrove Twp	<u>120</u> Total Calls by Municipality
<u>93</u> Total Montgomery County	<u>27</u> Total Berks County

Admission Summary

61 Pottstown Hospital  
     Grand View Health  
5 Lehigh Valley Hospital  
1 Penn State Health-St. Joseph's  
4 Phoenixville Hospital  
4 Reading Hospital  
2 St. Luke's Upper Bucks  
3 CHOP-KoP  
80 TOTAL ADMISSIONS

Call Volume by Unit

     3 332-1  
22 332-2  
95 332-3  
     Chief  
     Other  
120 Total Volume

Response Locations

87 Home/ Residence  
2 Assisted Living  
7 Nursing Home  
3 Place of Business  
1 Police/Jail  
2 School  
10 Street or Highway  
1 Urgent Care  
1 Industrial Place  
6 Other  
120 Total Response Locations

EMS calls By Shift

63 0600-1800  
57 1800-0600  
120 TOTAL

Respectfully Submitted,



Garry R. Scholtze Sr.  
Chief of Operations



Gilbertsville Fire and Rescue Company

Monthly Fire Report

March 2022

**Incidents by type:**

111 - Building fire: 8

140 - Brush Fire: 1

311 - Medical assist, assist EMS crew: 3

322 - Motor vehicle accident with injuries: 3

323 - Motor Vehicle Pedestrian Struck: 1

324 - Vehicle Accident Standby (no injuries): 1

412 - Gas leak: 1

424 - Carbon Monoxide Incident: 1

444 - Power Line Down: 2

551 - Assist police or other governmental agency: 5 (Fire Police Call)

911 - Citizen Complaint: 1

Total Incidents for March 2022: 27

Fire Company in Service Time: 60 hours, 38 minutes

Calls Year to Date: 84

Fire Company in Service Time Year to Date: 236 hours, 50 minutes

**Response per Municipality:**

Douglass Township Montgomery: 13

Bally Borough: 1

Bechtelsville Borough: 1

Boyertown Borough: 3

Colebrookdale Township: 2

Douglass Township Berks County: 1

New Hanover Township: 3

Pottstown Borough: 1

Upper Pottsgrove Township: 2

*Fund Drive Mailed Saturday*

**Training:**

Engineers Night / Equipment Checks

Pump Training

Acquired Structure Training

Preplanning - Boyertown Sanitary Sewer Facility

**Grants:**

All grants pending at this time.

**Events:**

No new events scheduled at this time.

**Notes:**

Squad 67 with a crew of 5 assisted Montgomery County with a regional taskforce for the funeral of Trooper Sisca on Saturday April 2, 2022 from 9:00AM to 4:00PM.

Respectfully Submitted,

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