

Douglass Township, Montgomery County

1320 EAST PHILADELPHIA AVENUE • P.O. BOX 297 • GILBERTSVILLE, PENNSYLVANIA 19525-0297
PHONE 610-367-6062 • FAX 610-367-7124

AGENDA – August 1st, 2022

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of July 18th, 2022 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for August 1st, 2022 – additions, corrections, motion for approval.
5. Public Hearings – PMRS Pension Plans Uniform & Non-Uniform Ordinances for IRS Updates
6. Lone Pine Road – U & M Agreement for an on-site septic system.
7. Crystal Gilchrist – PWC Stormwater Study Support
8. Zoning Hearing Decisions:
 - a. 50 Bartman Ave, Car Wash – zoning relief to install 72 square foot sign (Granted with conditions).
 - b. 145 Huntsville Drive – zoning relief from accessory building coverage (Granted with conditions).
 - c. Two more hearing for September 2022 (Grosser Rd shed location & in-ground pool at King Dr).
9. Police Department Report – Chief Templin
 - a. Modification to ARP Fund
10. Solicitor Report – Wendy McKenna, Esq.
11. Manager's Report – Peter Hiryak
 1. Schedule of Meetings
 - a. Monday August 8th, ESB Meeting @ 6pm, Thursday August 11th, 2022 P/A Meeting @7pm (no workshop), Monday August 15th, 2022 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
 2. Cobblestone Dr/Noble Ln – Stop Sign Ordinance advertised for 8/15/2022
 3. Appointment of Deputy Tax Collector
 4. 400 Gilbertsville Rd/Oak Mill Escrow Release #1 (\$265,993.87)

12. Old Business/New Business

- a. GACAS Update
- b. Removal of ESB Board Member
- c. Appoint to ESB Board

13. Public Comment

14. Adjournment

NEXT MEETING 7PM MONDAY, AUGUST 15TH, 2022

The meeting of the Douglass Township Board of Supervisors was called to order at 7:10P.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, Chief Templin, and approximately 9 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 there was no Executive Session held this evening.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of July 18th, 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 July 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 August 1st, 2022 Board of Supervisors Agenda, Mr. Stouch made a motion to add (9a - Modification to the ARPA Funds, 12b - Removal of ESB Board Member, and 12c - Appointment to ESB Board) to the August 1st, 2022 Agenda.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve additions (9a – Modification to the ARPA Funds, 12b – Removal of ESB Board Member, and 12c – Appointment to ESB Board) to the August 1st, 2022 Board of Supervisors Agenda. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Public Hearings – PMRS Pension Plans (Uniform & Non-Uniform Ordinances for IRS Updates)

Non-Uniform Ordinance No. 2022-01 - Manager Hiryak stated that this has been advertised and the amendment is basically defining Non-Uniform full time as 40 hours per week. The Exhibit List includes: B-1 Board of Supervisors authorization to advertise – Minutes of Meeting of July 18th, 2022, B-2 Legal Notice, B-3 Correspondence to the Montgomery County Law Library on July 26th, 2022 transmitting an attested copy of the Ordinance, B-4 Proof of Publication – Publication date July 22nd, 2022, B-5 Adoption Agreement 46-024-5N – Pennsylvania Municipal Retirement System Defined Benefit Plan, and B-6 Ordinance No. 2022-01- An Ordinance of Douglass Township, Montgomery County, Commonwealth of Pennsylvania, Electing to Amend its Non-Uniform Pension Plan Administered by the Pennsylvania Municipal Retirement System (PMRS) Pursuant to Article IV of the Pennsylvania Municipal Retirement Law: Agreeing to be Bound by all Provisions of the Pennsylvania Municipal Retirement Law as Amended and as Applicable to Member Municipalities. No comment or questions were given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adopt Ordinance No. 2022-01 Electing to Amend its Non-Uniform Pension Plan Administered by the Pennsylvania Municipal Retirement System. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Uniform (Police) Ordinance No. 2022-02 – The manager stated that this has also been advertised and the amendment is basically defining Uniform full time as 40 hours per week, the length of probation period to be 12 months, and defining the Police Bargaining Unit in the pension agreement. The Exhibit List includes: B-1 Board of Supervisors authorization to advertise – Minutes of Meeting of July 18th, 2022, B-2 Legal notice, B-3 Correspondence to the Montgomery County Law Library on July 26th, 2022 transmitting an attested copy of the Ordinance, B-4 Proof of Publication – Publication date July 22nd, 2022, B-5 Adoption Agreement 46-024-5P – Pennsylvania Municipal Retirement System Defined Benefit Plan, and B-6 Ordinance No. 2022-0 – An Ordinance of Douglass Township, Montgomery County, Commonwealth of Pennsylvania, Electing to Amend its Police Pension Plan Administered by the Pennsylvania Municipal Retirement System (PMRS) Pursuant to Article IV of the Pennsylvania Municipal Retirement Law: Agreeing to be Bound by all Provisions of the Pennsylvania Municipal Retirement Law as Amended and as Applicable to Member Municipalities. Ms.

Carpenter asked why the Uniform (Police) Pension allows for cost of living increases and the Non-Uniform doesn't, the manager replied that it is a Police contractual item. No other questions were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adopt Ordinance No. 2022-02 Electing to Amend its Uniform (Police) Pension Plan Administered by the Pennsylvania Municipal Retirement System. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Lone Pine Road – U & M Agreement for an on-site septic system – The manager stated that the owner of the property desires to install an alternate system known as an Eljen GSF mound as a replacement to the existing cesspool on the parcel which has malfunctioned in the past, this agreement is for the guidelines/requirements of use & maintenance of this proposed system. Ms. McKenna stated that this agreement must be revised with the name of the actual property owner and with the condition that it must be notarized at Ms. McKenna's office, the manager is authorized to sign the agreement and then Ms. McKenna will record it. A \$1,000.00 fee will be collected for reviews, recordings, and inspections.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the On-Lot Sewage Management Agreement between Alderfer Properties LLC and Douglass Township, Montgomery County with the conditions that the agreement be revised to reflect the current owner of the property, the owners and Township Manager's signatures must be notarized at Ms. McKenna's office and then the Agreement will be recorded by Ms. McKenna. The \$1,000.00 fee will be collected at the time of the notary signatures. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Crystal Gilchrist – Stormwater Study Support Presentation - Ms. Gilchrist stated that they are requesting a letter of support by Municipalities from the Counties of Berks, Bucks, Lehigh, and Montgomery to conduct an Act 167 Plan Study, or other significant stormwater mitigation study, of the entire Perkiomen Creek Watershed with the specific purpose of identifying causes of flooding and mitigation measures that can be taken on existing landscapes and proposed development in the future. Ms. Carpenter asked if we are committed to implementing any plan, Ms. Gilchrist replied no the Act 167 would fund it after getting direction from the County.

A motion was made by Mr. Keiser, seconded by Mr. Stouch authorizing Douglass Township to send a Letter of Support for Act 167 Plan Study of the entire Perkiomen Creek Watershed in order to develop a plan to reduce stormwater flooding impacts. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Zoning Hearing Decisions – Pete Hiryak

50 Bartman Ave, Car Wash – zoning relief to install 72 square foot wall sign (Granted with conditions)

145 Huntsville Drive – zoning relief from accessory building coverage to install an in-ground pool, decking, and associated equipment (Granted with conditions)

Manager Hiryak noted that two more hearings will be scheduled for September 2022 (Grosser Rd shed location & in-ground pool on King Drive).

Police Department Report – Chief Templin

- a. Chief Templin asked for a Modification of Disbursement for the ARPA Funds – an adjustment is needed due to the increased cost of an Intoximeter which is now \$11,376.50.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve a Modification of Disbursement for the ARPA Funds for the purchase of an Intoximeter in the amount of \$11,376.50. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Solicitor Report – Wendy McKenna, Esq.

No report.

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Monday August 8th, 2022 ESB Meeting @ 6pm, Thursday August 11th, 2022 P/A Meeting @ 7pm, (no workshop scheduled), Monday August 15th, 2022 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
2. Cobblestone Dr/Noble Ln – Stop Sign Ordinance Advertised for 8/15/2022
3. Appoint of Deputy Tax Collector – tabled for 8/15/2022
4. 400 Gilbertsville Rd/Oak Mill Escrow Release #1 (\$265,993.87) – Escrow Release Request No. 1 from Chatham Creek LLC, 400 Gilbertsville Rd/Oak Mill in the amount of \$265,993.87 was recommended by Pennoni Associates.

A motion was made by Mr. Keiser, seconded by Ms. Carpenter to approve Escrow Release No. 1 in the amount of \$265,993.87, as recommended by Pennoni Associates, for Chatham Creek LLC, 400 Gilbertsville Rd/Oak Mill. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

- a. GACAS Update – (see attached Press Release of 8/01/2022)
- b. Removal of ESB Board Member – Mr. Stouch asked for Garry Schmoltze to be removed from the ESB Board.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to remove Garry Schmoltze from the Emergency Services Board. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

- c. Appointment of ESB Board Member – Mr. Stouch nominated Terry Heydt to be appointed to the Emergency Services Board stating that he has 30 plus years of experience in law enforcement & public safety.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to appoint Terry Heydt to the Emergency Services Board. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

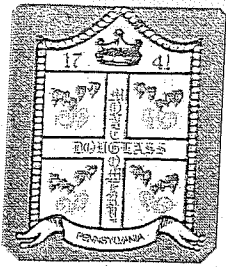
Public Comment

Mr. Hiryak commented that appointing Terry Heydt to the ESB Board is a good sound move and will be a great asset with his experience with GACAS. Mr. Doucette will need help in providing accurate, truthful, accounting, financial documents, and reports to the Township BOS. Mr. Stouch announced that on Friday night there was a domestic incident in New Hanover Township. New Hanover & Douglass Township Police responded, guys put their lives on the line and were pinned at their cars by gunfire. Everyone is okay; however, the New Hanover police cars are not. He asked for everyone to just stop and think about what the police will do for you. No other comments were given.

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

The next Board of Supervisor's Meeting will be held on Monday, August 15th, 2022 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler



Douglass Township, Montgomery County

1320 East Philadelphia Avenue • P.O. Box 297 • Gilbertsville, Pennsylvania 19525-0297

Phone 610-367-6060 • Fax 610-367-7124

www.douglasstownship.org

PRESS RELEASE

Contact Information:

Douglass Township Montgomery County
Andrew A. Duncan – Emergency Management Coordinator
610-367-6062
aduncan@douglasstownship.org

Release date:

8/1/2022

SUSPENSION OF EMERGENCY MEDICAL SERVICES – GILBERTSVILLE AMBULANCE

Douglass Township Office of Emergency Management

Gilbertsville, Pennsylvania – On Saturday, July 16, 2022, Douglass Township Officials were advised by employees of Gilbertsville Area Community Ambulance Service of multiple firearms and ammunitions stored at their facility and concerns over internal financial matters. Employees on duty at the ambulance facility were concerned for their safety once the firearms and ammunition were discovered.

The Douglass Township Police Department was notified by Emergency Management Coordinator Andrew Duncan of the allegations. The Douglass Township Police Department conducted a search for the firearms and ammunition following consent from the Gilbertsville Area Community Ambulance Service, and addressed the employees' concerns for their safety and well-being. At the time of the search, no firearms or ammunition were found on the property. It was later discovered that the firearms and ammunition had been removed prior to the arrival of the Douglass Township Police Department.

On Sunday July 17, 2022, at 6:00AM, Gilbertsville Area Community Ambulance Service was removed from responding to emergency calls in Douglass Township by Emergency Management Coordinator Andrew Duncan. This was in coordination with the Montgomery County Department of Public Safety to ensure that there was no lapse in emergency medical services in the township at any time. During this time, Boyertown Ambulance, Bally Ambulance, Upper Perk Ambulance and Goodwill Ambulance of Pottstown were notified of the additional response areas that would require temporary coverage. Douglass Township thanks these organizations for assisting our community in our time of need.

On Tuesday July 19, 2022, at 11:00AM, Gilbertsville Area Community Ambulance Service was reinstated as a recognized Emergency Medical Service provider for Douglass Township Montgomery County. With coordination with Gilbertsville Area Community Ambulance Service and the Montgomery County Department of Public Safety the ambulance service was able to respond to all dispatched medical emergencies immediately.

Gilbertsville Area Community Ambulance Service Board of Directors and employees have fully cooperated with Township personnel during this investigation and are committed to serving the residents of this community with professional emergency medical services. Gilbertsville Area Community Ambulance Service is a private, non-profit service provider of Douglass Township and surrounding communities and is not an entity of Douglass Township.

Gilbertsville Area Community Ambulance Service has named a new Interim Chief of Ambulance Operations. Mr. John Doucette will be the new Interim Chief of Ambulance Operations until further notice.

All further inquiries in reference to Gilbertsville Area Community Ambulance Service operations shall be made to Interim Chief of Ambulance Operations John Doucette at 610-367-9191.

###