



Douglas Township, Montgomery County

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AGENDA – December 5th, 2022

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of November 21st, 2022 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for December 5th, 2022 – additions, corrections, motion for approval.
5. Police Department Report – Chief Templin
6. Solicitor Report – Wendy McKenna, Esq.
 1. PARRC – 2022-04 Intergovernmental Cooperative Agreement Ordinance
(Advertised for 12-19-2022)
 2. Knox Box Ordinance - Review
7. Manager's Report – Pete Hiryak
 1. Schedule of Meetings
 - a. Thursday December 8th, 2022 P/A Meeting @7pm, No Workshop, ESB
Meeting Monday December 12th, 2022 @ 6pm, Wednesday December 14th,
2022 Zoning Hearing @ 5:30pm, Monday December 19th, 2022 BOS Agenda
Meeting @ 6:30pm, BOS Meeting @ 7pm.
 2. Appointment of a Deputy Tax Collector (Review for December)
 3. Rt. 100/Market Street Committee – meeting date to be scheduled
 4. Public Works – 2005 F250 Truck (BOS Authorization to sell on Municibid)
 5. Curbside Leaf Pickup ends Friday 12/09/2022
 6. Zoning Workshop – 12/14/2022 Re: Hollenbach Home Center
8. Old Business/New Business
 1. Emergency Medical Services Appropriation Tax – (GACAS)
 2. BOS Meeting on Monday December 19th – Adoption of 2023 Budget and Tax Millage
Resolution (BOS Approval Required)
9. Public Comment
10. Adjournment

NEXT MEETING 7PM MONDAY, DECEMBER 19TH, 2022

The meeting of the Douglass Township Board of Supervisors was called to order at 7:06P.M. Attending were Chairman Joshua Stouch, Vice-Chairman Alan Keiser, Supervisor Sara Carpenter, Manager Peter Hiryak, Solicitor Wendy McKenna, Allison Lee of Pennoni & Associates, Andrew Duncan, Mike Heydt, Chief Templin, McKenna Powanda, and approximately 7 residents/developers. A reporter was present.

Mr. Stouch led in the Pledge of Allegiance. Mr. Stouch announced there was an Executive Session this evening from approximately 6pm to 6:30pm involving personnel matters, no decisions or votes were given.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of November 21st, 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 November 21st, 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 December 5th, 2022 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the December 5th, 2022 Board of Supervisors Agenda as presented. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Police Department Report – Chief Templin

No report

Solicitor Report – Wendy McKenna, Esq.

PARRC – 2022-04 Intergovernmental Cooperative Agreement Ordinance (Advertised for 12-19-2022) – Ms. McKenna stated that they are working on this for the December 19th, 2022 meeting.

Knox Box Ordinance – (Review Pending)

Ms. McKenna had nothing more to report. No questions were given.

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

Manager's Report – Pete Hiryak

1. Mr. Hiryak reviewed the upcoming meetings as follows: Thursday December 8th, 2022 P/A Meeting @ 7pm, there will be light refreshments after meeting (No Workshop Scheduled). ESB Meeting Monday December 12th, 2022 @ 6pm (ambulance financial discussions), Wednesday December 14th, 2022 Zoning Hearing @ 5:30pm, Monday December 19th, 2022 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
2. Becky Zern – Deputy Tax Collector - the manager stated that the Deputy Tax Collector would only take effect if the Tax Collector was not able to fulfill their obligations for tax collection in the Township. We have received revised Deputy Tax Collector forms from Ms. Zern recommending Ms. Cynthia O'Donnell as Deputy Tax Collector and recommendation for the new tax collection software system.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to appoint Ms. Cynthia O'Donnell as the Douglass Township Deputy Tax Collector and to approve the new tax collection software system as recommended by Ms. Zern. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

3. Rt.100/Market Street Committee – meeting date to be scheduled (more information coming).
4. Public Works – 2005 F250 Truck (authorization to sell on Municibid) – the manager stated that since we are purchasing a new truck Mr. Heydt would like authorization to sell the 2005 F250 Truck (with snowplow) on Municibid.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter for authorization to sell the 2005 F250 Truck (with snowplow) on Municibid. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

5. Curbside Leaf Pickup ends Friday December 9th, 2022 – the collection was very busy in the beginning but has tapered off. Mr. Powanda said he should be able to finish on Friday as scheduled.
6. Zoning Workshop – December 14th, 2022 for Hollenbach Home Center - they are in the process of selling the property, this is a preliminary workshop to discuss zoning allowed uses at Rt. 100 and County Line Road. Also, Cabot is interested in installing reusable energy (solar farm) on a property in Douglass Township adjacent to their business..

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

No new business or old business was discussed.

Public Comment

No public comment was given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adjourn the meeting at 7:13pm. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, December 19th, 2022 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler