



Douglas Township, Montgomery County

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AGENDA – February 6th, 2023

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of January 17th, 2023 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for February 6th, 2023– additions, corrections, motion for approval.
5. Public Hearing – Ordinance #2023-01 Swamp Creek Watershed Stormwater Management Ordinance (P/A recommended approval)
6. Police Department Report – Chief Templin
 - a. General Orders (Body Worn Cameras) and (Police Access Knox Boxes) - Legal and ESB reviews continuing.
7. Solicitor Report – Robert Brant, Esq.
8. Engineer Report – Khal Hassan
 - a. DCNR Pollution Reduction Project Grant - (Authorization for Staff work with Pennoni on application)
9. Highway Department – Mike Heydt
 1. New Trailer Purchase
 2. Congo Road Guide Rail Replacement
10. Manager's Report – Peter Hiryak
 1. Schedule of Meetings
 - a. Thursday February 9th, 2023 P/A Meeting @ 7pm – No workshop scheduled, Monday February 13th, 2023 ESB Meeting @ 6pm, Tuesday February 21st, 2023 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
 2. Third Party Commercial Electrical Inspection Agreement (BOS Approval Required)
 3. 2023 Fee Schedule Resolution (BOS Approval Required)
 4. Sign Ordinance and Lighting Ordinance (BOS Review Pending)
 5. Zern Tract Phase 1 – Escrow Release #19 (\$96,739.04 BOS Approval Required)

11. Old Business/New Business

1. Fish Rodeo – Saturday April 29th, 2023

12. Public Comment

13. Adjournment

NEXT MEETING 7PM TUESDAY, FEBRUARY 21st, 2023

The meeting of the Douglass Township Board of Supervisors was called to order at 7:01P.M. Attending were Vice-Chairman Sara Carpenter, Supervisor Alan Keiser, Manager Peter Hiryak, Solicitor Robert Brant, Khal Hassan of Pennoni & Associates, Andrew Duncan, Mike Heydt, Chief Templin, McKenna Powanda, and approximately 9 residents/developers. A reporter was present.

Ms. Carpenter led in the Pledge of Allegiance. Ms. Carpenter announced there was an Executive Session this evening from approximately 6:30pm to 6:55pm involving personnel matters, no decisions or votes were given.

Ms. Carpenter asked if there were any additions, corrections, or comments to the minutes of January 17th, 2023 and asked for her name to be removed from certain parts of the minutes as she was not in attendance at the January 17th, 2023 Board of Supervisors Meeting. No other changes were given.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to approve the minutes of the January 17th, 2023 Board of Supervisors Meeting with the removal of Ms. Carpenter's name from the minutes. Keiser-Aye, Carpenter-Aye. Motion passed.

Ms. Carpenter asked if there were any questions, comments, or corrections to the February 6th, 2023 Board of Supervisors Agenda, none were given.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to approve the February 6th, 2023 Board of Supervisors Agenda as presented. Keiser-Aye, Carpenter-Aye. Motion passed.

Public Hearing

Mr. Brant opened the public hearing for the Swamp Creek Watershed Stormwater Management Ordinance 2023-01 at 7:03pm. Mr. Brant gave a brief summary stating that the Township has a very robust Stormwater Management Ordinance that was adopted under the PA Stormwater Management Act of 1978 (a.k.a. Act 167). Act 167 requires that each county prepare a watershed stormwater management plan for each watershed located in the county as designated by DEP, in consultation with the municipalities located within each watershed, and must periodically review and revise such plans at least every five years. Douglass Township adopted the Act 167 plan on July 16, 2007 by Ordinance No. 2007-03, which became the MS4 Stormwater Management Ordinance No. 2015-01. In 2022 PADEP updated their Stormwater Model Ordinance for municipalities to adopt updates to their current stormwater ordinance as part of the MS4 program protocol and permitting requirements. After review & comparison, the following updates are as follows: Primarily text changes – added missing terminologies to the definitions section. Added specific sections for inspections, waivers, riparian buffers, calculation formulas, etc. to be consistent with the language of the model ordinance. Added Green Stormwater Infrastructure (GSI) section to allow for these stormwater control measures within the Township. Expanded the updated ordinance to include areas that are located outside of the Swamp Creek Watershed and within the Township boundaries, and combined the MS4 Ordinance with the Act 167 Swamp Creek Ordinance so that there is only one Stormwater Management Ordinance. Mr. Brant listed the exhibits as follows: B-1 Motion to Advertise 1/17/2023, B-2 Legal Notice, B-3 Correspondence with Law Library, B-4 Proof of Publication, B-5 Ordinance 2023-01. Mr. Hassan also emphasized that the Township already has a stringent post construction design storm requirement to reduce by 50% the existing pre-disturbance stormwater runoff from a rain storm event. Mr. Brant asked if there were any questions, none were given. The hearing was closed at 7:06pm. Mr. Brant instructed the Board that this is ready for adoption if they choose to do so.

A motion was made by Mr. Keiser, seconded by Ms. Carpenter to adopt the Swamp Creek Watershed Stormwater Management Ordinance 2023-01. Keiser-Aye, Carpenter-Aye. Motion passed.

Police Department Report – Chief Templin

General Orders (Body Worn Cameras) and (Police Access Knox Boxes) – Legal and ESB reviews are continuing. Chief Templin stated that this is to be discussed at the ESB Meeting on February 13th, 2023 and will be on the BOS Agenda for the February 21, 2023 Meeting.

Solicitor Report – Robert Brant, Esq.

Written report submitted to the Board of Supervisors.

Engineer Report – Khal Hassan

DCNR Pollution Reduction Project Grant – (Authorization for Staff to work with Pennoni on application process) Mr. Hassan is asking for authorization for staff to work with Pennoni Associates on submitting a grant application for a MS4 PRP project to be completed by August 1st, 2023. The Board authorized staff to work with Pennoni Associates on this application process.

Public Works – Mike Heydt

Mr. Heydt stated that he will be purchasing a new trailer for highway department use, this has been budgeted for in 2023. Mr. Heydt also informed the Board that he is conserving money by replacing the Congo Road guiderail with recycled guiderail that he obtained from the old firehouse.

Manager’s Report – Pete Hiryak

1. Mr. Hiryak reviewed the upcoming meetings as follows: Thursday February 9th, 2023 P/A Meeting @ 7pm (No Workshop Scheduled) we are expecting representatives for the Hospital and the Holly Road Development to attend the meeting. ESB Meeting Monday February 13th, 2023 @ 6pm. Tuesday February 21st, 2023 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
2. Third Party Commercial Electrical Inspection Agreement (BOS Approval Required) – Manager Hiryak said that we provide inspections through our office for all residential inspections, this agreement is for commercial electrical inspections only and we would like to have consistency by having an agreement with one Underwriter at no cost to the Township. The Township feels that United Inspection Agency will provide the best service to the Township and all billing will be directly from United to the commercial applicant with no cost to the Township. Mr. Hassan stated that many municipalities are going to one commercial inspection agency for uniformity. Mr. Updegrave asked if the Township must handle liability insurance? Mr. Hiryak stated we would not have to handle liability insurance for this agreement since all commercial electrical inspection invoicing is handled between the Third-Party Inspector and the applicant. The Township receives a liability insurance certificate from the agency and the agreement states that the Township and its agents are held harmless in the event of a claim. No other questions were given.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to approve the Third Party Commercial Electrical Agreement with United Inspection Agency. Keiser-Aye, Carpenter-Aye. Motion passed.

3. 2023 Fee Schedule Resolution (BOS Approval Required) – Manager Hiryak stated that the only change on the Fee Schedule Resolution is that since we now have an agreement with a Third Party Commercial Electrical Inspector the electrical application fee is \$150.00 and all other commercial electrical inspection fees will get billed directly from the Commercial Inspector to the contractor.

A motion was made by Mr. Keiser, seconded by Ms. Carpenter to adopt the 2023 Fee Schedule Resolution #02062023-01. Keiser-Aye, Carpenter-Aye. Motion passed.

4. Sign Ordinance and Lighting Ordinance (BOS Review Pending) – working through final review of MCPC, then to the Board of Supervisors for review and authorization to advertise March 2023.
5. Zern Tract Phase 1, Escrow Release #19 (\$96,739.04 BOS Approval Required) – Mr. Hassan stated a site inspection was conducted for verification of items requested for release, Pennoni recommends Escrow Release #19 in the amount of \$96,739.04.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to approve Escrow Release #19 for Zern Tract Phase 1 in the amount of \$96,739.04 as recommended by Penmoni Associates. Keiser-Aye, Carpenter-Aye. Motion passed.

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

Old Business/New Business

Fish Rodeo – The manager announced that he has received correspondence from the Fish Rodeo Committee and the date for the Fish Rodeo will be Saturday April 29th, 2023 and will be held at the Mashintonio Pond on Linsenbeidler Road. The Township has budgeted money to supply the fish and will supply portable restrooms & a wash stations for the event. There will be no paper flyers, notices now will be electronic from the school district. The Township will also help with the preparation and set up for the event.

Public Comment

A resident asked what is the purpose of the Fish Rodeo? The manager replied that this is a community event for the children in the Township to enjoy a day of fishing. This event usually attracts between 100-120 children from the Township. The resident asked if this is paid by taxpayer money, Mr. Hiryak responded yes, we budget for this event every year. The amount budgeted for events in 2023 is \$4,000. The Supervisors both agreed that this is a good event for the kids. No other public comment was given.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to adjourn the meeting at 7:26pm. Keiser-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Tuesday, February 21st, 2023 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler