



Douglas Township, Montgomery County

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AGENDA – October 2nd, 2023

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of September 18th, 2023 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for October 2nd, 2023 – additions, corrections, motion for approval.
5. Police Department - Chief Barry Templin Retirement Notification Effective 10/01/2023
 - a. Designate O.I.C. until a Police Chief is appointed
6. Engineer Report – Khal Hassan
7. Solicitor Report – Wendy McKenna, Esq.
8. Highway Department – Mike Heydt
 - a. 2023 Road Work Projects Update
9. Manager's Report – Peter Hiryak
 1. Schedule of Meetings
 - a. Thursday October 12th, 2023 P/A Meeting @ 7pm – **Workshop 6:00pm** (zoning updates & E. Phila Ave Mailbox discussions).
 - b. Monday October 16th, 2023 BOS Meeting @ 7pm, BOS Agenda Meeting @ 6:30pm.
 2. L.G.S Exercise held Tuesday September 26th, 2023
 3. 2024 Budget Committee Meeting Schedule with Department Heads & Add BOS Meeting (Full 2024 Budget Review) on Monday 10/23/2023 (Authorization to Advertise).
 4. 2024 Revenue Projections (Cindy O'Donnell)
 5. Escrow Release Requests
 - a. Country View Phase 1 Release #5 (\$620,594.24)
 - b. Country View Phase II Release #1 (\$6,437.20)
10. Old Business/New Business
11. Public Comment
12. Adjournment

NEXT MEETING 7PM MONDAY OCTOBER 16TH, 2023 @ 7PM

The meeting of the Douglass Township Board of Supervisors was called to order at 7:01P.M. Attending were Chairman Josh Stouch, Vice-Chairman Sara Carpenter, Supervisor Alan Keiser, Manager Peter Hiryak, Solicitor Wendy McKenna, Allison Lee of Pennoni & Associates, Mike Heydt, McKenna Powanda, Cynthia O'Donnell, OIC Sgt. Steffie, and approximately 15 residents/developers.

Mr. Stouch led in the Pledge of Allegiance and announced there was no Executive Session this evening.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of September 18th, 2023 Board of Supervisors Meeting. No changes were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the minutes of the September 18th, 2023 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 October 2nd, 2023 Board of Supervisors Agenda, none were given.

A motion was made by Ms. Carpenter, seconded by Mr. Stouch to approve the October 2nd, 2023 Board of Supervisors Agenda as presented. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Police Department, Chief Barry Templin Retirement Notification Effective 9/30/2023 – Mr. Templin stated that he and his wife have discussed this and he has decided that it is time to retire as Chief of Police for Douglass Township, Montgomery County. He thanked his wife and family for the many years of support throughout his career tolerating the long hours and time that he missed with his family. He thanked all the Board of Supervisors past and present, especially Supervisor Greg Lignelli, who gave him his start as Chief. Mr. Templin thanked Mr. Hiryak and said he was the only manager throughout his career and also thanked the Township staff and fellow officers throughout the years commenting that we all know each other's families. He also thanked the Highway Department, Fire & Rescue, and GACAS stating that they all meshed so well, we got the job done. And finally thanked the residents of Douglass Township, it was an honor to serve Douglass Township and he wished Douglass Township good luck in the future.

A motion was made by Mr. Keiser, seconded by Ms. Carpenter to accept Barry Templin's letter of retirement as Chief of Police for Douglass Township, Montgomery County effective September 30th, 2023. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Hiryak said I've known Barry for 32 years we went through a lot together here at the Township. I congratulate you, I'm happy for you, we all hope to get this point (retirement) one day and wished Barry his family the best of luck. The manager also stated that he left us in good hands with three capable Sergeants to handle the department and continue your work with accreditation, establishing the new police department building, adding equipment, vehicles, and officers to the police force. Sgt. Steffie commented that Barry made a great effect on all of us and thanked him for working together with everyone. Mr. Stouch thanked Mr. Templin for his service to Douglass Township and wished him well.

Designate O.I.C. until a Police Chief is appointed – Sgt. Steffie has been filling in as acting O.I.C. if the Board wishes to make a motion to keep Sgt. Steffie as O.I.C. until a new Chief is appointed.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize Sgt. Steffie as O.I.C. of the Douglass Township Police Department until a new Chief is appointed. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Engineer Report – Allison Lee

No report

Solicitor Report – Wendy McKenna, Esq.

No report was given.

Highway Department – Mike Heydt

2023 Road Work Projects Update – Mr. Heydt announced that Oak Street paving is completed and they are currently sealing the road. Mr. Heydt stated that they will be working on Mill Street doing patch work. Crack sealing with tar and line painting are scheduled this fall. No questions were given.

Manager’s Report – Pete Hiryak

Mr. Hiryak reviewed the upcoming meeting schedule as follows:

1. Thursday October 12th, 2023 P/A Meeting @ 7pm - **Workshop @ 6:00pm** (zoning updates & E. Philadelphia Ave mailbox discussions)
Monday October 16th, 2023 BOS Meeting @ 7pm, BOS Agenda Meeting @ 6:30pm.
2. L.G.S. Drill Exercise held Tuesday September 26th, 2023 – the manager stated that the drill lasted approximately from 4pm – 9pm and thanked the staff that attended the drill. Mr. Stouch stated that this drill was graded by PEMA & FEMA that involved a question & answer session throughout the drill. Douglass Township passed with flying colors.
3. 2024 Budget Committee Meeting Schedule with Department Heads & Add BOS Meeting (Full 2024 Budget Review) on Monday 10/23/2023 (Authorization to Advertise) – Monday October 9th @ 3pm - Zoning/Administration/Misc. (Alan, Andy, Matt), Tuesday October 10th @ 3pm – Police/Fire/Ambulance/Police Retiree Benefits Reserve (Josh, Brian), Tuesday October 17th @ 3pm – Public Works/Liquid Fuels/Road Projects/Buildings (Josh, Mike), Wednesday October 18th @ 3pm – Recycling/Park & Rec/Grants (Sara, McKenna), and adding a Board of Supervisors Meeting on Monday October 23rd, 2023 @ 4pm for a Full Budget Review. The Board gave Authorization to Advertise these meeting dates.
4. 2024 Revenue Projections (Cindy O’Donnell) – Ms. O’Donnell stated that the 2023 Budget will be \$100,000 over projected income. The 2024 projected income is \$5,350,000 with increases in property taxes, EIT taxes, transfer taxes, and interest earnings. We will be meeting with department heads starting next week to review their budgets. Mr. Updegrave asked that since the Chief retired will you be hiring a replacement from outside. Mr. Stouch said there is no comment on that at this time, we haven’t even discussed it yet. Ms. O’Donnell stated that the Auditor General will be onsite on October 5th, 2023 to do the pension fund audit, it usually only takes one day.
5. Escrow Releases:
Country View Phase I Release #5 (\$620,594.24) – a site visit was conducted on September 14th, 2023 to verify the items and quantities requested for release. Based on their observations, Pennoni Engineering recommends the release.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve Country View Phase 1 Release #5 in the amount of \$620,594.24, recommended by Pennoni Engineering, to Sonshine III, LP with \$152,707.66 remaining in escrow. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Country View Phase II Release #1 (\$6,437.20) – a site visit was conducted on September 14th, 2023 to verify the items and quantities requested for release. Based on their observations, Pennoni Engineering recommends the release.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve Country View Phase II, Release #1 in the amount of \$6,437.20, as recommended by Pennoni Engineering, to Sonshine III, LP with \$11,305.80 remaining in escrow. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

No questions 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

Residents complained about buses from the Transit System going through Presidential Estates and Bartman Avenue. Mr. Hiryak stated that about two years ago they started running some transit routes to connect shopping districts and they have now increased routes because it was determined that there is a need for this service. The transit system is discussing how to interconnect with the townhome communities in the area. There is talk about adding bus stops on the main street and other areas of need. A resident wants the Township to change the route so it does not run on Bartman Avenue, Mr. Stouch said the transit system is run by PARRC & PennDot. Solicitor McKenna suggested that the residents contact the transit system directly and asked if the Manager will get a contact name and number for the residents to ask questions and voice their concerns. The residents complained of the air brake noise and the number of trips that the bus makes through Bartman Avenue. Also, the residents from Bartman Avenue complained that the "No Truck Traffic" sign was removed on Bartman Avenue and they want it put back up. The residents were told that about 20 years ago the sign was put up however it is not enforceable because it is not on the Master Traffic Plan so it was removed. In order to have it installed an engineering study must be done to see if it is warranted. The resident asked why is the loud exhaust noise not enforceable, Mr. Stouch asked the residents to speak to Sgt. Steffie about the enforceability.

Public Comment

No public comment was given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 7:43pm. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, October 16th, 2023 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler