

The meeting of the Douglass Township Board of Supervisors was called to order at 7:34 P.M. Attending were Chairman John Stasik, Vice Chairman Anthony Kuklinski, Supervisor Ziegler, Solicitor Paul Bauer, Engineer John Sartor, Cynthia O'Donnell, Sgt. Swavely, Andy Duncan, Mike Heydt, Pete Hiryak and approximately 41 residents/developers.

Mr. Stasik led us in the pledge of allegiance. Mr. Stasik asked if there were any changes, corrections, or comments on the minutes of June 16th, 2014 Board of Supervisors Meeting, no changes or comments were given. Mr. Stasik asked for a motion to approve the minutes of June 16th, 2014 as presented.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the minutes of the June 16th, 2014 Board of Supervisors Meeting. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Stasik asked for a motion to approve the agenda for July 21st, 2014 as presented.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the agenda for July 21st, 2014 as presented. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Gilbertsville Ambulance Report – Matt Swanson

Mr. Swanson stated that there were a total of 123 calls for service in June; Bechtelsville Boro 1, Boyertown Boro 9, Colebrookdale 2, Douglass Township 61, Earl Township 2, Lower Frederick 1, New Hanover 34, Pottstown Boro 1, Pennsburg Boro 1, Upper Frederick 4, and Upper Pottsgrove 7. Both New Hanover & Douglass Township Police were issued active shooter kits which were put together by Montgomery County, training was done by GACAS. All Douglass Township Police Officers received an ambulance familiarity course instituted by Sgt. Swavely and Chief Templin. The officers were shown our ambulances and allowed to drive them, as on certain calls sometimes it is necessary for police to drive our rigs to the hospital. We intend to extend the program to New Hanover Township Police and Upper Pottsgrove Township Police. GACAS is no longer affiliated with Pottstown Hospital as far as medical command, it will now be Lehigh. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the Gilbertsville Ambulance Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Stasik reminded everyone to turn off their cell phones and asked not to text during the meeting.

Gilbertsville Fire & Rescue – Rick Smith

Fire report for June 2014 – 1 vehicle fire, 1 wires, 6 fire alarm/CO2 alarms, 2 vehicle accidents, 1 hazardous material, 4 fire police, 3 assist to other depts., and 1 investigation for a total of 19 calls. The Fire Company was in service for 10 hours and 53 minutes. Chief Smith stated that in June the fire company participated in structural collapse phase 1 training and attended Sta. 332 flag ceremony. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the Gilbertsville Fire & Rescue Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Gilbertsville Fire Company No.1 – Phyllis Kerr

Ms. Kerr announced that there will be a Christmas in July craft show benefit on July 26th at the Fire Company. Bike Night is coming up in August, raffle tickets are \$10.00 each, and they will also be selling mugs and T-shirts. In September the banquet hall bookings are expected to pick up again. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the Gilbertsville Fire Co. #1 report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Workers Compensation Insurance – Paul Pugielli, Brown & Brown Insurance

Mr. Pugielli gave a brief proposal on an alternative workers compensation program which would be a Trust involving other Municipalities (Susquehanna Municipal Trust). The Trust was established in 1995, the membership is open to boroughs, townships, and authorities who have a low-risk rating. Douglass qualifies for the 60 member trust, a seven member Board of Trustees sets policy and oversees operation of the Trust and meets six times per year. Each Trust member appoints a representative to the Plan Committee, the Plan Committee meets annually. Over \$4.7 Million in Contributions, provides lowest cost over time. Excellent loss control programs are offered. Safety assessments and training are provided by PARIS (PA Risk & Insurance Services). Semi-annual training sessions for employees-many courses approved for DEP credit-are offered free to members. Reinsurance provided by Safety National Casualty Corporation. A.M. Best Rating of A+ (Superior). The Trust has never required an assessment. Premium to surplus ratio greater than 2:1. You could stay with EMC Insurance at a cost of \$49,849 or Susquehanna Trust @ \$40,165.00, the Fire Company would stay in SWIF and Township Employees would be covered under Susquehanna Trust – Boyertown and Lower Providence have joined recently. This substantial savings would help offset the increase in the volunteer fire fighters premium due to the Cancer Presumption Act of 2012. You are required to adopt an ordinance. Good Municipalities are banding together to save money, you can join anytime and the anniversary date would be January 1st. Mr. Kuklinski requested more time to review the proposal with the other Supervisors and Solicitor Bauer. Mr. Bauer stated that the Trust does not pay the broker fee which is an annual fee. Mr. Pugielli stated that the broker fee is 5%. Mr. Kuklinski tabled the proposal for discussion in August and revisit the proposal in September for the budget.

Congo Road Bridge Replacement – Pedestrian Access Design Update, Ryan Whittington & George Gumas

Ryan Whittington & George Gumas with the design firm hired by PennDot to design the Congo Road Bridge were present and gave a brief overview on the proposal stating that when PennDot discussed replacing the bridge the Supervisors asked to construct the bridge with a walking path, upon completion the bridge with walking path would be turned over to the Township to maintain. Mr. Whittington stated that we need a decision from the Township either with the path or without the path. Mr. Sell asked if no walkway is constructed the State will maintain the bridge, a member of the P/A voted in favor of the walkway mistakenly thinking we would maintain the bridge either way. Mr. Gumas stated that Liquid Fuels money can be used in maintaining the bridge. Mr. Kuklinski asked Mr. Sartor in his opinion when he would expect the first dime of Township money would be spent to repair the bridge, Mr. Sartor replied that with the use of salt and minor erosion he would guess ten years down the road, Mr. Gumas stated that 5% of repair costs come from Municipality funding the other would be covered. Mr. Kuklinski asked if bike paths and walking paths on bridges is the norm or the exception and can we incorporate Act 209 Fees, Mr. Gumas stated that in recent years it has been more popular, it is a good thing for the kids. Mr. Sartor stated that you cannot use Act 209 Fees, Mr. Bauer said that as a plan is being developed we can ask a developer to provide a path, Mr. Stasik stated that we have a developer that is offering a pathway. Mr. Stouch was in full support of the proposed walkway and stated that the purpose of the P/A is for future planning and they recommended the walkway, Ms. Curran also stated at the P/A meeting that the majority of Townships are accepting ownership of bridges and was in favor of accepting the bridge with walking path now because all the bridges could be turned over by PennDot in the future. Mr. Yarnall had concerns of where the water would go, Mr. Stasik stated that the bridge would have a much wider span providing for water flow, no pillars for debris to hang up on. Mr. Gumas stated the bridge would be 26 feet wide, 10 feet for pedestrians and concrete barrier all totaling 36 feet wide. Mr. Sell stated that it is a dangerous road with the turns, Mr. Ziegler asked if the walking path is designed to keep people from climbing on it, Mr. Ryan stated that someone could climb it if they tried. No other questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to authorize that the Congo Road Bridge replacement include a pedestrian walkway. Kuklinski-Aye, Stasik-Aye, Zeigler-Aye. Motion passed

Mr. Ziegler stepped out of the meeting at 8:17pm.

Engineer's Report – John Sartor, Gilmore & Associates

Provco Pinegood Grosser Road, LP/Wawa Land Development – Mr. Sartor stated that the applicant has requested that the Subdivision Record Plan (sheet 2 of the original 23 sheet plan set) be approved separately by the Board of Supervisors at the 7/21/14 meeting and then signed for recording purposes. On 7/18/14 we received legal descriptions and an additional copy of the subdivision plan in response to our 7/16/14 email to the applicant and their civil engineer. We will review the submitted legal descriptions and subdivision plan and provide a recommendation to the Township on 7/18/14 prior to BOS meeting on 7/21/14. Mr. Graf was representing Pineville Properties and asked for the Boards approval for Parcel A (Wawa only) for plan recording purposes. Mr. Bauer recommended dedication of right of way to the Township. Mr. Ziegler returned to the meeting at 8:23pm.

Mr. Bauer stated that he met with the Township Manager tonight and discussed a proposed resolution to allow them to record plan for Parcel A only. Pineville Properties and the Township agreed to resolution.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to authorize the resolution to allow Pineville Properties to record Parcel A plan only – Wawa. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Bauer reviewed the Master Plan Agreement and Wawa Subdivision Plan and recommended executing the Master Plan Agreement.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to authorize the execution of the Master Plan Agreement for Wawa. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Sign Inventory Program – We have completed the sign inventory for all roadways within Douglass Township and will be scheduling a meeting with Pete Hiryak and Mike Heydt within the next few weeks to discuss the results of our efforts.

Township Park and Open Space Surveys and Concept Planning – We have completed the field surveying and existing features base plans for the three properties (Douglass Park, Smith Road Park, and Libor Tract). On 7/1/14 we met with Pete Hiryak, Bob Dries, Mike Heydt, Andy Duncan, and Cindy O'Donnell to discuss the results of our surveys and identify specific improvements that Douglass Township desires at each of the three park sites. The concept design of each individual park improvement plan is currently underway.

Virmay Drive Stormwater Investigations – On 7/15/14 Pete Hiryak, Bob Dries, and I walked the area along and between Virmay Drive, Moore Drive, and Werstler Avenue to evaluate the stormwater drainage conditions. It was agreed that G&A will survey the drainage swale to the rear of 1555 Virmay Drive to the existing culvert under Virmay Drive as well as the drainage swale downstream of Virmay Drive. G&A will also evaluate what additional drainage improvements might be feasible to alleviate stormwater from backing up onto the properties along Virmay Drive. Ms. Gladys Bauer asked to have stormwater issues checked on Hoffmansville Road & Sassamansville Road, she said it has been broken down by Mountain Mulch – Mr. Kuklinski to the roadmaster to get it cleaned out. A resident asked what was going on behind Weis Markets, the manager stated that some of the area behind Weis Markets is being cleared for agriculture use for an undetermined number of years; many years ago it was used for agriculture – it is owned by Gambone, it is also part of our Rt. 100 Corridor and will eventually be developed although there are no plans for development other than Wawa along Rt. 100. No other questions were asked.

A motion was made by Mr. Zielger, seconded by Mr. Kuklinski to accept the Engineer's Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Police Department Report – Sgt. Swavely

Statistics for June 2014 – 401 incidents reported, 4 reportable accidents, 7 non-reportable, 33 criminal investigations, 13 criminal arrests, 101 traffic citations, 6 non-traffic citations, 1 parking ticket, money received by the Township \$5,160.34. Sgt. Swavely introduced the newest addition to the Douglass Township Police

Department, Officer Sedgwick, who graduated from the Montgomery County Police Academy in July of 2014. No questions were asked.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to accept the Police Department Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Solicitor's Report – Paul Bauer

Litigation Updates – Mountain Mulch- In response to the opposing party's filing against the Township's Complaint, an Answer to Defendant's New Matter and Counterclaim was prepared and filed by special counsel, Attorney Robert Brant, working with my office. Both parties to the litigation have received requests for discovery, the Township and its attorneys are currently working on answering such discovery requests.

vs. Douglass Township, John Stasik, Anthony Kuklinski, Paul Bauer III, & Peter Hiryak – A Praecipe for Summons was filed with the Montgomery County Court of Common Pleas. A response Praecipe and Rule to File a Complaint was then filed by Attorney Anthony Sherr on behalf of the Township, named Township Officials and named Supervisors. The Township is prepared to respond promptly upon the receipt of said Complaint.

Gilbertsville Car Wash – I have corresponded with the attorney from Dusk Properties, LLC, regarding the zoning violation of the car wash located at 1053 Philadelphia Avenue. He has informed me that currently the owners of the property are in dispute as to the future use of the property. As such, he stated that the owners will move the cars off the lot that are creating the violation by August 11, 2014, and provided that the Township and owners reach an interim agreement before the new use for the property is established. One proposition was that the Township leave the Enforcement Notice pending and multiple extensions be provided as not to violate any Zoning Appeal deadlines. The other proposition was for the Township to withdraw the Enforcement Notice and then have the right to re-file at a later date. I personally believe that the former is the better option, so long as there is a 90-day time limit for the owners to make a decision.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to leave the Township Enforcement Notice pending with a time limit of no longer than 90-days for the owners of the Gilbertsville Car Wash to make a decision for an Zoning Appeal, per Mr. Bauer's recommendation. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Draft Dog Ordinance – I was asked to review the township's Code of Ordinances and to consider drafting an Animal Control Ordinance for the Township. I have prepared a draft of an Animal Control/Dog Ordinance for review by the Board of Supervisors and the Township Manager. If it is satisfactory, then we can move forward with the appropriate ordinance advertising requirements and have it authorized at next month's meeting.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to authorize advertisement of the proposed Dog Ordinance for possible adoption the August 18th, 2014 Board of Supervisors meeting. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

No questions were asked.

Applications which are pending but inactive:

Danny Jake – Hollowell	inactive 2 years
Cobblestone Commons	inactive 1 year

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the Solicitor's Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Highway Department Report – Mike Heydt

Mr. Heydt said that the last two weeks the road crew was doing roadside mowing, drainage work and overlay on Bruce & Moyer Roads, repaired a sinkhole, and assisted Washington Township in road work. BMMA videoed a storm sewer drainage pipe issue on Virmay Drive. We advertised for Equipment Rental according to the State requirements as part of the State Aid Liquid Fuels process and we received and opened 1 bid from Reid Paving. No questions were asked.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to approve the Rental Equipment Bid to Reid Paving. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to accept the Highway Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Recycling Report – Andy Duncan

July 2014 – 904 grant recycling numbers have been compiled and forwarded to Cindy for review. 902 recycling grant quotes have all been received for the new skidsteer machine, new blacktopping, and new roof at the recycling center. I will be completing this grant within the next week or two for submission. Mulch is still available at the recycling center. Chipper was out to 1 residence this month. Boyertown Turkey Hill is now selling our orange Douglass Township trash bags. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to accept the Recycling Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Stasik announced that BMMA minutes are available in the lobby.

Treasurer's Report – Cynthia O'Donnell

The Treasurer stated that the unpaid bills amounted to \$238,419.09, all the 2014 contributions were paid this month, also Chemung Supply, H&F Tires, Omega Systems, EMC Insurance Companies, a tax assessment refund, State Workers Insurance Fund, and Brown and Brown Insurance. Douglass Township received the award letter for the 2012 Recycling Program Performance Grant. The award will be in the amount of \$30,808 as budgeted. Year to date General Fund Income is approximately 2.5% ahead of the 2013 year to date income. An increase in Local Enabling Tax receipts and the Comcast grant make up the increase in revenue. Recycling Fund income is approximately 4.3% or \$11,296 behind 2013 year to date income, without considering the 902 grant received in 2014. No other questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski for authorization to pay the bills for July 2014. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the Treasurer's Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Pete Hiryak presented the Manager's Report.

1. The Manager reviewed the upcoming meetings as follows: P/A Meeting Thursday, August 14th @ 7pm, Workshop @ 6pm. BOS Meeting Monday, August 18th @ 7:30pm, Agenda Meeting @ 7pm.
2. Zoning Hearing Board – Mike Petrecz Resignation Letter – the manager stated that Mr. Petrecz recently moved out of Douglass Township and has submitted his resignation letter to the Board of Supervisors, so a position is open on the zoning hearing board.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to accept the resignation of Mike Petrecz from the Douglass Township Zoning Hearing Board effective immediately. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion was made by Mr. Stasik, seconded by Mr. Ziegler to accept the Manager's Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Public Comment

Mr. Sell stated that he attended the P/A meeting and he didn't appreciate the manager waving his pen in my face, I have a right to my opinion. Mr. Hiryak responded yes you do have a right to your opinion but not to mine. No other comments were given.

Old Business/New Business

Nothing was discussed.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to adjourn the meeting at 8:57pm. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, August 18th @ 7:30 pm.

Respectfully submitted by,
Marcy Meitzler