

The meeting of the Douglass Township Board of Supervisors was called to order at 7:32 P.M. Attending were Chairman John Stasik, Vice Chairman Anthony Kuklinski, Solicitor Paul Bauer, Josh Hagadorn from Gilmore & Associates, Chief Templin, Mike Heydt, Pete Hiryak and approximately 13 residents/developers.

Mr. Stasik led us in the pledge of allegiance. Mr. Stasik stated that he has had no communication with Mr. Ziegler and did not know if he would be attending the meeting. Mr. Stasik announced that Ms. O'Donnell's son passed away over the weekend and asked for a moment of silence.

Mr. Stasik asked if there were any changes, corrections, or comments on the minutes of August 18<sup>th</sup>, 2014 Board of Supervisors Meeting, no changes or comments were given. Mr. Stasik asked for a motion to approve the minutes of August 18<sup>th</sup>, 2014 as presented.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve the minutes of the August 18<sup>th</sup>, 2014 Board of Supervisors Meeting. Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Stasik asked for a motion to approve the agenda for September 2<sup>nd</sup>, 2014 as presented.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve the agenda for September 2<sup>nd</sup>, 2014 as presented. Kuklinski-Aye, Stasik-Aye. Motion passed.

**Workers Compensation Insurance** – Mr. Stasik stated that the Board reviewed the additional information provided on the Susquehanna Municipal Trust Workers Compensation Program by our insurance broker Paul Pugielli. Mr. Kuklinski made a motion to authorize Solicitor Bauer to review the Susquehanna Municipal Trust Agreement and advertise the Susquehanna Municipal Trust Ordinance for possible adoption.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik authorizing Solicitor Bauer to review the Susquehanna Municipal Trust Agreement and advertise the Susquehanna Municipal Trust Ordinance for possible adoption. Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Stasik announced that the BMMA Meeting Minutes of July 28<sup>th</sup>, 2014 are in the lobby.

**Engineer's Report – Josh Hagadorn, Gilmore & Associates**

***Berwind II Subdivision (Douglass Estates Phase I)*** – This project is proceeding through construction. We completed the field survey of the Stafy property's rear yard area and we have prepared the existing features base plan. We are currently evaluating what additional drainage improvements might be feasible to alleviate storm water from backing up onto the Stafy property. We also received Letter of Credit Reduction request #2 on 8/25/14 via e-mail from the Developer and we are currently reviewing this request. We will provide a letter of recommendation to the Township within the next week for the Board's consideration at their 9/15/14 meeting. (Note G&A's most recent letter of recommendation revised 6/18/14 concerning Letter of Credit Reduction #1 in the amount of \$330,720.30; \$633,974.14 is the remaining financial security).

***County Line Road Bridge*** – On 8/28/14, Dave Leh and I met with Pete Hiryak to discuss the DVRPC 2014 Municipal Bridge Retro-Reimbursement Program Application, based on our review of the application documents, it is our collective recommendation the Douglass Township consider applying for this grant funding for the replacement of the existing County Line Road Bridge. The Board of Supervisors should consider authorizing Gilmore & Associates, Inc. to work with the Township Manager over the next few weeks to prepare the grant application which is due no later than 10/01/14 at 5:00pm.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to authorize Gilmore & Associates, Inc. to proceed with the DVRPC 2014 Municipal Bridge Retro-Reimbursement Program Application for the County Line Road Bridge grant funding. Kuklinski-Aye, Stasik-Aye. Motion passed.

***Provco Pinegood Grosser Road, LP/Wawa Land Development*** – On 8/22/14, we issued our review memorandum regarding the Highway Occupancy Permit application regarding the subject project.

***Township Park and Open Space Surveys and Concept Planning*** – We are preparing the conceptual design plans for each individual park improvement project (Douglass Park, Smith Road Park, and Libor Tract Open Space) and expect to complete them for review by the Township within the next month.

***Virmay Drive Stormwater Investigations*** – G&A has completed the field survey and existing features base plan. We are currently evaluating feasible drainage improvements and expect to meet with Township staff within the next month to review our recommendations. No questions were asked.

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

#### **Solicitor's Report – Paul Bauer**

***Animal Control Ordinance*** – Upon the request of the Board of Supervisors I prepared a draft of an Animal Control/Dog Ordinance which was circulated for review by the Board of Supervisors and the Township Manager. The Ordinance was presented at a prior Board meeting wherein comments were received from the audience. After consideration of said comments and further review, upon the approval and direction from the Board, I will move forward with the appropriate ordinance advertising requirements and have it authorized at next month's meeting.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize the advertisement of the proposed Animal Control Ordinance for possible adoption. Kuklinski-Aye, Stasik-Aye. Motion passed.

***Zoning Issues Updates*** – Tonight there was an executive session discussing zoning issues, no decisions or actions were taken.

***Verizon Wireless, Cell phone tower Smith Road, Fees in Lieu of Land Development for additional antennas and concrete pad*** – Mr. Bauer stated that a waiver of Land Development is appropriate for the Tower, it is not increasing they are just adding additional antennas and a concrete pad, the manager and Mr. Dries stated that the 12x16 pad is for the electrical cabinet and the fence would extend around the pad. Mr. Dries stated that a fence permit would be required.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to waive a Land Development Plan for Fees in Lieu of \$5,000.00 for Verizon Wireless to add additional antennas, 12 x 16 concrete pad for electrical cabinet, and a fence extending around the concrete pad to the existing cell phone tower on Smith Road. Kuklinski-Aye, Stasik-Aye. Motion passed.

Applications which are pending but inactive:

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

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

#### **Pete Hiryak presented the Manager's Report.**

1. The Manager reviewed the upcoming meetings as follows: P/A Meeting Thursday, September 11<sup>th</sup> @ 7pm, Workshop @ 6pm (Traffic Impact Study), BOS Meeting Monday, September 15<sup>th</sup> @ 7:30pm, Agenda Meeting @ 7pm, Open Space/Rec Meeting @ 6pm. The manager stated that an Eagle Scout will be attending the Open Space/Rec Meeting with a proposal to redo the trails with mile markers and signs. A Regional Parks Coordinator was hired and he will be meeting with each Township throughout the next months.

2. Zoning Hearing Board – The manager stated that he has received three letters of interest for the Zoning Hearing Board opening, they are Karen Keiser, Josh Stouch, and Janet Bauer. The manager asked if the Board was prepared to fill the vacancy. Mr. Stasik stated that he felt Karen Keiser should be appointed.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to appoint Karen Keiser to the Zoning Hearing Board to fulfill Mr. Petrecz's term until the end of year 2014. Kuklinski-Aye, Stasik-Aye. Motion passed.

3. 2015 Budget Calendar for BOS review - The manager stated that he needs authorization to schedule and advertise the 2015 Budget Calendar with public meeting dates.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to authorize advertisement of the 2015 Budget Calendar Meeting dates. Kuklinski-Aye, Stasik-Aye. Motion passed.

4. Merredith Curran from MCPC will attend the October 6<sup>th</sup> BOS Meeting with P/A Updates

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

#### **Public Comment**

Janet Bauer of Hoffmansville Road in Sassamansville asked Mr. Bauer if the dog ordinance was modified from the previous Board of Supervisors meeting, Mr. Bauer replied no modifications have been made. No other questions were asked.

#### **Old Business/New Business**

No old business or new business was discussed.

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

The next Board of Supervisor's meeting will be held on Monday, September 15<sup>th</sup>, 2014 @ 7:30 pm.

Respectfully submitted by,  
Marcy Meitzler