

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 Fred Ziegler, Solicitor Paul Bauer, Josh Hagadorn from Gilmore & Associates, Meredith Curran from MCPC, Chief Templin, Mike Heydt, Pete Hiryak and approximately 27 residents/developers.

Mr. Stasik led us in the pledge of allegiance. Mr. Stasik turned the meeting over to Solicitor Bauer for the Public Hearing portion of the meeting. Solicitor Bauer stated that the proposed Neighborhood Mixed Use Overlay Amendment Ordinance #2014-03 was advertised in the Pottstown Mercury on October 19th and October 26th, 2014. This proposed ordinance has been discussed by the P/A for well over a year and has been recommended to the BOS for approval by the P/A. The Proof of Publication notice has been received by the Township. Mr. Bauer turned the public hearing over to Ms. Curran from MCPC for a brief overview of the proposed ordinance. Ms. Curran stated that the Township desires to create a transitional area between its higher intensity commercial use areas and lower density residential neighborhoods. The intent seeks to provide a mix of dwellings near Township employment centers, allow for community commercial and personal service uses adjacent to neighborhoods, establish a balance of residential and non-residential uses between the GC and the R-2 and R-3 districts, to create walkable mixed use neighborhoods and to minimize traffic hazards. The residential permitted uses are single-family detached, two-family (twins), and single-family attached (townhouses). The non-residential uses are retail establishments or personal service shops, business or professional offices, child or adult day care facilities, bank or financial institutions that may have drive-through services, and restaurants that may have drive-through services. There are restrictions upon the banks or financial institutions with drive-through services and restaurants with drive-through services. There are also eligibility criteria, mix requirements, general dimensional standards, residential dimensional standards, non-residential dimensional standards, general regulations, common open space standards, buffer requirements, and design standards that apply. Mr. Bauer asked if there were any questions, no questions or comments were given. Mr. Bauer stated that we are required to notify the P/A and MCPC and did so on 9/23/14, Mr. Garner's letter of 10/21/14 represents the unanimous support of the P/A, the MCPC letter of support dated 10/14/17, and a complete copy of the proposed ordinance was provided to the Law Library on 10/15/14, this completes the requirements. Mr. Bauer closed the public hearing and stated that the Board may take action if they choose to do so.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski for adoption of the Neighborhood Mixed Use Overlay Amendment. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Bauer stated that proposed ordinance #2014-04 Cluster Development Regulations Amendment was advertised in the Pottstown Mercury on October 19th and October 26th, 2014 and turned the meeting over to Ms. Curran from MCPC to give a brief overview of the proposed ordinance. Ms. Curran stated that the purpose of this proposed ordinance is to amend certain sections regarding the cluster development regulations, specifically proposing to create an exception to the current cluster development option which requires 60% of the tract be preserved as open space and restricts the amount of new residences to the number permitted under the yield plan for cluster developments in the R-1 and R-2 districts that meet certain requirements. In Section 702 (Applicability) will be modified with the addition of "A sketch plan demonstrating compliance with all applicable zoning regulations is required." An amendment under Section 706(1)(B) adds two subsections with seven subsections within each that address exceptions to the requirement of §706(1)(B), and amendments to dimensional standards, building setbacks, the term at least was added to the language of Section 707 stating that at least 60% of the gross lot rather than 60% of the gross lot, adding an exception to the open space design requirements listed, an amendment adding that developments where more than 60% of the tract is preserved for open space and that space contains improvements, the percent of the lots required to border the central open space may be reduced by up to 5%. Mr. Bauer asked if there were any questions, no one replied. Mr. Bauer stated that we are required to notify the P/A and MCPC and did so on 9/23/14, Mr. Garner's letter of 10/21/14 represents the unanimous support of the P/A, the MCPC letter of support dated 10/14/14, and a complete copy of the proposed ordinance was presented to the Law Library on 10/15/14, this completes the requirements. Mr. Bauer closed the public hearing and stated that the Board may take action if they choose to do so.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski for adoption of the Cluster Development Regulations Amendment. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

This concluded the public hearing portion of the meeting. Mr. Stasik reminded everyone to place their cell phones on silent and no texting during the meeting.

Mr. Stasik asked for any additions or corrections on the minutes from the October 20th, 2014 Board of Supervisors Meeting, no additions or corrections were given.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the minutes from the October 20th, 2014 Board of Supervisors Meeting. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Stasik asked if there were any additions or corrections to the agenda for November 3rd, 2014, Mr. Kuklinski asked to have an addition to the agenda under Old Business/New Business addressing an issue for the Fire Company and Fire & Rescue.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the November 3rd, 2014 Board of Supervisors Agenda with the addition of an item under Old Business/New Business addressing an issue for the Fire Company and Fire & Rescue. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Eagle Scout Project Update – Jacob Volpe

Jacob Volpe of Troop 36 presented a brief overview of his Eagle Scout Project for trail improvements at 475 Congo Road Open Space Property which included a GPS Trail Route, installation of 8 signs on the trail and the main sign, a sign identifying each trail, the length, GPS points, and color codes, a sign for people who are color blind, and trail & mulch cleanup. Jacob thanked Mr. Duncan, Manager Hiryak and the Board of Supervisors along with Jeff Graber for the signs, Scott Moyer of A D Moyer Lumber for donation of materials, fellow Scouts that helped with the project, and his father Steve Volpe for his support during the entire project.

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

Mr. Stasik announced that the BMMA Minutes of September 22nd, 2014 are available in the lobby.

Engineer's Report – Josh Hagadorn, Gilmore & Associates

1500 E. Philadelphia Avenue – On 10/3/14 we received the TIS Scoping Application and Traffic Assessment for this land development application. On 10/28/14, we forwarded our review memorandum regarding the TIS Scoping Application and Traffic Assessment to the Township and copied the Applicant's Traffic Consultant.
Berwind II Subdivision (Douglass Estates Phase I) – This project is proceeding through construction. On 10/27/14 we forwarded our letter of recommendation to the Township for the Board's consideration of the Developer's Letter of Credit (LC) Reduction #3 in the amount of \$11,847.19. Please note that \$487,050.81 would remain in the Letter of Credit should that Board decide to approve LC Reduction #3.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to approve, based on the Engineer's recommendation, Letter of Credit Reduction #3 for Douglass Estates Phase I in the amount of \$11,847.19, the balance of \$487,050.81 would be remaining in the Letter of Credit. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Provco Pinegood Grosser Road, LP/Wawa Land Development – We completed our review of the revised Highway Occupancy Plan submission and issued our review memorandum on 10/24/14. On 10/29/14 we forwarded the PennDot T-160 forms (Application for Traffic Signal Approval) to Pete Hiryak for signature of the

application forms and the Board's approval of the respective resolutions associated with the proposed improvements to the existing traffic signals at the intersection of Rt. 100 and Grosser Road and the intersection of Rt. 100 and Jackson road.

Traffic Impact Study Requirements – We are completed our review of the Montgomery County Planning Commission's recommended ordinance amendment regarding traffic impact study requirements for subdivisions and land developments, and provided our suggested modifications to Meredith Curran-Trego at MCPC on 10/28/14. Ms. Curran-Trego has replied back to us and we are now jointly finalizing the recommended ordinance amendment for consideration by the P/A at their upcoming meeting. No questions were asked.

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

Solicitor's Report – Paul Bauer

Traffic Signal Resolutions – The Township wishes to make modifications to the existing Traffic Signals at the intersections of Pottstown Pike (RT.100) & Grosser Road and Pottstown Pike (Rt. 100) and Jackson Road. In connection with these modifications the Township must make an application to PennDot. Resolutions have been prepared for possible approval to initiate this application process. PennDot Traffic Signal Application Approval & Resolution Rt.100/Grosser Road #110314-01 and PennDot Traffic Signal Application Approval & Resolution Rt.100/Jackson Road #110314-02. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the PennDot Traffic Signal Application Approval & Resolution Rt.100/Grosser Road #110314-01 and the PennDot Traffic Signal Application Approval & Resolution Rt. 100/Jackson Road #110314-02. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Applications which are pending but inactive:

Danny Jake – Hallowell	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.

Treasurer's Report – Cynthia O'Donnell, 2015 Budget-Preliminary Review

Ms. O'Donnell announced that there were four budget meetings and most of the Supervisors attended all the meetings. The proposed Police Department Budget is \$1,863,003.57 which is an increase of \$217,861.94 from last year. The increase is for two new police vehicles, a part-time secretary going full-time with benefits, increased police wages, and increased police benefits. Missing from this is the Health Insurance Benefits for the Retired Police Officers. The proposed Administration budget is \$619,658.67 which is an increase of \$39,504.89 from 2014. The increase is predominantly wages & benefits. The proposed Highway Department budget is \$445,406.29 which is an increase of \$41,351.92, predominantly wages & benefits. The proposed Planning and Zoning budget is \$109,672.50 which is a decrease of \$29,227.68 from 2014. The decrease is due to a full time zoning officer in the 2014 budget however we only had a part time zoning officer working 24 hours per week. The proposed Fire & Ambulance budget is \$142,170.00 which is an increase of \$10,060.00 over 2014. This increase is due to the increased cost of workers compensation insurance for the Fire Company & Ambulance Company. The proposed budget for Buildings & Plant is \$67,800.00 which is \$4,500.00 over 2014. The increase is for much needed replacement windows in the front of the office. The proposed budget for Parks & Rec is \$50,640.42 which is an increase of \$1,846.61 over 2014. The increase is for a proposed pavilion on the Smith Road Open Space Property. The total proposed 2015 Preliminary Budget comes to a total of \$3,409,431.45, there is a deficit of \$8,931.45 for the proposed 2015 budget however with a transfer of \$59,500.00 from Capital Reserve we will operate at a proposed Net Surplus of \$50,568.55, and no increase in taxes is expected. Mr. Stasik asked if there were any questions, Mr. Diccio asked are we hiring more police officers since the police budget

increased by over \$200,000.00, Mr. Stasik and Mr. Kuklinski clarified that two new officers were hired in 2014 and the increase covers their benefits and wages as well as increased wages & benefits for the other police officers, two new police vehicles, and the part time police secretary becoming full time with benefits. Mr. Brumwell asked how many more police officers do we need, it seems like every year we hire more, and doesn't it go by the population. Mr. Kuklinski stated that it goes by population, crime rate, traffic volume, and surrounding areas not just population. Mr. Ziegler stated that he has the criteria for manpower and we are three men short. Mr. Brumwell asked if we hired one more person in administration, Ms. O'Donnell stated we have a zoning person that works part time 24 hours per week, the position was originally budgeted for full time in 2014 however they only work part time. Mr. Brumwell commented that the increase in the building and plant budget is low, what about the highway building, that needs a lot of repairs, Mr. Heydt replied that we are putting together prices & designs for the next couple of years. Mr. Stasik reminded everyone that this is the preliminary budget. Mr. Ziegler stated that he sat in on the administration meeting and thanked Ms. O'Donnell for the work she puts into the budget. No other questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to approve the Treasurer's 2015 Preliminary Budget Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Manager's Report- Peter Hiryak

1. The Manager reviewed the upcoming meetings as follows: P/A Meeting Thursday, November 13th @ 7pm, Workshop @ 6pm, Traffic Impact Study, BOS Meeting Monday, November 17th @ 7:30pm, Agenda Meeting @ 7pm, Open Space/Rec Meeting @ 6pm (Advertised Public Meeting-Park & Open Space Planning).
2. Zern Tract, Jackson Road R-3, Letter from Ed Mullen requesting staff meeting for Act 209 fees, proposing 252 Townhomes. The manager asked for authorization to set up meeting. Mr. Bauer suggested that our staff should have a meeting prior to meeting with Mr. Mullen and Developers.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik authorizing the Manager to set up a meeting with Mr. Mullen and Developers of the proposed Zern Tract. To discuss Act 209 Fees. Kuklinaki-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

The manager reminded the public that Election Day is tomorrow, November 4th, 2014 and also reminded the public that the Recycling Center is a designated drop off site to recycle political campaign signs. Mr. Sell asked the manager who is the developer for the Zern Tract, the manager replied that it is the Rosen Group/Danny Jake. Mr. White again brought up the lack of safety at the Tot Lot in Summer Hill, he took pictures of the hazards. Mr. Kuklinski asked who owns the property the Solicitor stated at the last meeting that this is between Summer Hill HOA and Gambone. Mr. White stated that the HOA does not own it, Mr. Dries from the zoning department stated that there is a sign at the Tot Lot clearly stating that the Tot Lot is for Summer Hill Residents Only. Mr. Kuklinski stated that he is willing to authorize the BOS to have the zoning department cite both the Summer Hill HOA and Mr. Gambone, this has gone back and forth too many times, this is between the HOA and the Developer, this is costing money to taxpayers that don't live in that development. Mr. White commented to the Board don't you care about the safety, Mr. Kuklinskij interrupted Mr. White and said the BOS has taken steadfast steps to keep residents safe, this Board is 100% behind supporting safety. Mr. Yarnall made the statement that the Summer Hill residents are grown adults and should know what responsibilities they are signing up for before they purchase property in a development. Additional information from Mr. White was given to Solicitor Bauer for his review. No other comments were given.

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

Public Comment

Mr. Sell commented that there has never been a better presentation for an Eagle Scout than that young man gave tonight. Mr. Duncan stated that there are two reporters here tonight, hopefully they could write an article on Jacob Volpe's Eagle Scout Project. Mr. Sell stated that the Board should have released that money to the Scout when the Open Space Committee made the recommendation, Mr. Stasik stated that he wanted to be sure that the Eagle Scout candidate exhausted all funding possibilities first.

Old Business/New Business

Mr. Kuklinski stated that the Board met with the Ambulance Company and the Fire Company over financial matters and we would like to create an Emergency Service Board to help streamline and coordinate emergency services using Lower Merion Township's ordinance as a model. He would like the Board to authorize Mr. Bauer to draft an Ordinance for Douglass Township..

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to authorize Solicitor Bauer to draft an Emergency Services Board Ordinance for Douglass Township, modelled after Lower Merion's Emergency Service Board Ordinance. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Stouch commented that he was a member in New Hanover Township that joined two fire companies, he feels it is an excellent idea, it will help bring emergency services together. No old business or new business was discussed.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to adjourn the meeting at 8:40pm. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, November 17th, 2014 @ 7:30 pm.

Respectfully submitted by,
Marcy Meitzler