

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 Tony Kuklinski, Supervisor Fred Ziegler, Solicitor Paul Bauer, Josh Hagadorn from Gilmore & Associates, Chief Templin, Andy Duncan, Bob Dries, Mike Heydt, Cindy O'Donnell, Pete Hiryak and approximately 14 residents.

Mr. Stasik led us in the pledge of allegiance. Mr. Stasik asked that all cell phones be turned off or be placed on silent mode and no texting during the meeting and he also pointed out the accessible fire exits. Mr. Stasik asked for a moment of silence for the families of six people that passed involving the current shooting situation in Montgomery County.

Mr. Stasik asked if there were any changes, corrections, or comments on the minutes of December 1st, 2014 Board of Supervisors Meeting, no changes or comments were given. Mr. Stasik asked for a motion to approve the minutes of December 1st, 2014 as presented.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the minutes of the December 1st, 2014 Board of Supervisors Meeting. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Stasik asked for a motion to approve the agenda for December 15th, 2014 as presented.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the agenda for December 15th, 2014 as presented. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Gilbertsville Ambulance Report – Garry Schmoltze

For the month of November 2014: 104 calls for service; 10 Boyertown, 2 Colebrookdale, 42 Douglass Township, 4 Earl Township, 1 East Greenville, 26 New Hanover, 1 Pennsburg, 4 Pottstown Borough, 4 Upper Frederick, and 10 Upper Pottsgrove. 66 ALS calls, 38 BLS calls. Hospital Summary; Pottstown 57, Lehigh 15, Reading 5, Phoenixville 4, and Mid-Atlantic MedEvac 1. Transported 80, refusals 8, cancelled 10, DOA 1, no patient 3, MedEvac 1, transported by law enforcement 1. Chief Schmoltze stated that GACAS has dispatched a crew to Pennsburg tonight to help in the shooting situation. Chief Schmoltze announced that he would be the representative for GACAS on the Emergency Services Board. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the Gilbertsville Area Community Ambulance Service (GACAS) Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Supervisor Kuklinski asked for a short Executive Session involving finances with the Solicitor, Mr. Stasik, Mr. Ziegler, the Treasurer, and Manager Hiryak. The Board convened at 7:38pm for an Executive Session.

The Board reconvened at 7:40pm, Mr. Kuklinski announced that at the Executive Session he requested a financing allocation of \$500.00 to offset the cost for Chief Schmoltze's ambulance crew that was dispatched this evening to the shooting tragedy in Pennsburg.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to approve a \$500.00 financing allocation to offset the cost of the ambulance crew dispatched to Pennsburg this evening involving the shooting in Pennsburg. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Gilbertsville Fire & Rescue – Rick Smith

Fire report for December 2014 – 1 fire, brush/trash fire, 1 vehicle fire, 2 fire alarm/CO2 alarms, 3 vehicle accidents, 1 hazardous material, 2 fire police, 7 assist to other depts., and 1 special service for a total of 19 calls. The Fire Company was in service for 18 hours and 4 minutes. Assists: 2 to Boyertown, 2 New Hanover, 1 Upper Pottsgrove, 1 Upper Frederick, 1 Colebrookdale. Santa is coming on Sunday December 21st. Chief Smith stated that the fire pump at Mountain Mulch is working satisfactorily. Chief Smith stated that he will be representing

Fire & Rescue on the Emergency Services Board. Chief Smith wished everyone Happy Holidays and remember to water your trees. No questions were given

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

Gilbertsville Fire Company No.1 – Phyllis Kerr

Ms. Kerr stated that the events for this year are winding down and the 2015 bookings are starting. Pork & Sauerkraut dinner will be on January 1st, 2015. Ms. Kerr wished everyone Happy Holidays and thanked the Board for their support. No questions were asked.

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

Engineer's Report – John Sartor, Gilmore & Associates

Traffic Impact Study Requirements – The revised ordinance amendment regarding traffic impact study requirements was discussed with the P/A on 12/11/14.

Zern Tract (101 Jackson Road) – We attended a staff meeting on 11/24/14 with representatives of the Township and the Developer. We understand that a meeting will be scheduled in the near future between PennDot, the Township, and representatives of the Rosen Organization and Gambone Development Company to discuss the proposed Market Street connection to Route 100 and E. Philadelphia Avenue. 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.

Police Department Report – Chief Templin

Statistics for November 2014 – 326 incidents reported, 9 reportable accidents, 11 non-reportable, 15 criminal investigations, 8 criminal arrests, 207 traffic citations, 15 non-traffic citations, 1 parking tickets, 8,533 miles traveled, money received by the Township \$5,199.75. Chief Templin stated that as part of a mutual aid request through County Radio, we sent another officer to Pennsburg involving the shooting situation, we have an officer already involved in the situation as part of CMERT. Chief Templin submitted his name as the police representative on the Emergency Services Board. Chief Templin wished everyone Happy Holidays and thanked the Board and the residents for allowing him to serve as Police Chief of Douglass Township. Mr. Brumwell asked how many crimes are actually solved in the Township. I've had things taken from my property, I gave all the information to the police and nothing has happened. How many crimes are committed, how many are solved. Chief Templin stated that this information is listed on his report every month, and the clearance (solved) rate is up 5%. Chief Templin invited Mr. Brumwell to come see him tomorrow to go over the information and answer any questions that you may have. No other questions were given.

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

Solicitor's Report – Paul Bauer

Litigation Updates – Nothing new to report.

Mr. Bauer stated that today there was a meeting about the Summer Hill Open Space property, an enforcement notice was sent and an Executive Session was held with the owner of the property. We will come up with a solution to this problem at a meeting with Mr. Caruso who will convey the choices to the Summer Hill HOA. Mr. Diccio asked for an update with the Mountain Mulch situation, Mr. Bauer stated that at the last meeting he reported that Mountain Mulch requested an extension until March, the zoning officer is taking pictures and monitoring the situation. Mr. Sell asked who will maintain the open space at Summer Hill, Mr. Bauer stated that ownership is the issue, whoever has ownership will maintain it. It depends on whether the HOA accepts the

responsibility for maintaining the property, if not it is possible that a house could be built on that site. No other questions were given.

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.

Zoning Department Report – Bob Dries

For year 2014: 172 Zoning Permits, 142 Building Permits issued. Mr. Dries stated that 5 new home permits were issued for Douglass Estates and 2 more should be issued on Wednesday, 19 new home permits were issued for Cobblestone III (Beazer Homes) and 3 more should be issued on Wednesday, 13 signed complaints have been received and all but 2 have been resolved, 19 certified letters were sent and all but 2 have been resolved. Anytime Fitness has leased space in the Gilbertsville Shopping Center, Adams Car Wash (formerly Super Clean Car Wash) has opened on Bartman Avenue, it is locally owned and operated, Wawa has broken ground at Rt100 and Grosser Road, Tractor Supply Company has started to renovate a space next to Big Lots in the Boyertown Plaza and should be open by spring, and Karen Keiser was welcomed to the Zoning Hearing Board and has participated in a zoning hearing for a setback variance on December 9th. Mr. Dries thanked the Supervisors for appointing him to the position of Zoning Officer, it has cut his Christmas cards in half. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the Zoning Department 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 help finish up the leaf program, got the trucks ready for snowplowing/salting, salted 3 times and plowed the roads once, and maintained the equipment after use. No questions were given.

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

Recycling Report – Andy Duncan

December 2014 – Leaf collection began on Monday, October 20th, 2014 and ended on Friday, December 5th, 2014. Leaf collection statistics for 2014: 63 loads of leaves collected (14 to Miller Road Farm, 1 Gilbertsville Road resident, 11.5 Yarnall Road resident, and 36.5 Township Recycling Center). 1,377 miles traveled. Leaf vacuum logged 135.2 hours on the motor, 503.6 gallons of fuel were used. The leaf vacuum is in need of extensive overhaul. The trailer is 10 years old and in need of a new clutch, two main bearings, and a new propeller flywheel. Repairs will be near \$3,000 to make this piece of equipment functional again. There was some concern that the vacuum was not cleaning as nicely in previous years, this was due to a damaged propeller flywheel. Commercial hauler permit applications were sent out today for calendar year 2015. Business recycling reports will be mailed out on January 1, 2015. Mr. Brumwell asked Mr. Duncan if he purchased a skid loader, Mr. Duncan replied that he is testing several loaders and hopefully he can purchase a skid loader with grant approval in June/July. No other questions were asked.

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

Treasurer's Report – Cynthia O'Donnell

Ms. O'Donnell stated that the unpaid bills amounted to \$240,900.44 plus \$500.00 to GACAS. Unusual bills were to American Uniform Sales, Bechtelsville Asphalt, Cherry Valley Tractor Sales, CMERT, Fire & Rescue, Morton Salt, Omega Systems, PMRS, Reid Paving Contractors, Susquehanna Municipal Trust, and Town & Country Newspaper. The workers compensation audit was performed for the cancelled policy with EMS. A refund will be received for the policy cancellation.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize payment of the bills. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Year to date General Fund Income is approximately 4.5%, or \$150,138.92, ahead of the 2013 year to date income. An increase in Local Enabling Tax receipts, the Comcast grant, State Shared Revenue, General Government Fees, Building Permits and Refund of Prior Year Expense make up the increase in revenue. Recycling Fund income is approximately 1.2% or \$5,373.04 behind 2013 year to date income, without considering the 902 grant received in 2014. General Fund Actual Net Income is \$239,520. One additional payroll will be paid on December 24, 2014. After payroll, approximately \$160,000 of net income will remain. The Board can consider a transfer of the net income before year end, the Treasurer recommended \$50,000 to be put in Capital Reserve for Capital Investment, \$50,000 for Retired Police Benefits, and \$60,000 in the General Fund.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to place, out of \$160,000 Net Income, \$50,000 in Capital Reserve for Capital Investments, \$50,000 in Retired Police Benefits, and the remaining \$60,000 in the General Fund. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion is needed by the Boards approval of the Tax Resolution #121514-01 to increase the millage rate by 1/10th mill, from 1.7 mills to 1.8mills to cover expenses for the Fire Company and Gilbertsville Area Community Ambulance Service for year 2015.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve Resolution 121514-01 to increase taxes by 1/10th mill, 1.8mills, to cover expenses for the Fire Company and the Gilbertsville Area Community Ambulance Service for the year 2015.

Ms. O'Donnell asked for a motion from the Board for adoption of the 2015 Budget.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski for adoption of the 2015 Budget for Douglass Township, Montgomery County. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion is needed for adoption of Resolution 121514-02 for the appointment of a Primary Delegate and an Alternate Delegate to the Berks County Tax Collection Committee (TCC).

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to adopt Resolution 121514-02 for the appointment of a Primary Delegate (Cindy O'Donnell), and an Alternate Delegate (Robert Dries) to the Berks County Tax Collection Committee (TCC). Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Brumwell stated that we were told no tax increase, now we have a tax increase without the public involved in the decision. Mr. Stasik stated that the Fire Company and the Ambulance Service need our support and this is to help assist in their finances. Mr. Brumwell commented that the Police Budget is 1.7 million alone, which is mighty high. Mr. Kuklinski responded, just imagine if the Township residents didn't have the police or emergency services available to them. Mr. Bauer stated that this discussion is more suited under the public comment portion of the meeting, Mr. Brumwell can address this at that time. No other comments were given.

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

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: BOS (Reorganization) Meeting Monday, January 5th @ 7pm, Agenda Meeting @ 6:30pm, Board of Auditors Meeting Tuesday, January 6th @ 7pm, P/A (Reorganization) Meeting Thursday, January 8th @ 7pm, Workshop 6pm (Traffic Impact Study).
2. Zoning Hearing Board Decision – 55 Walter Drive, variance granted with no conditions. The manager announced that he has received a resignation letter from the Zoning Hearing Board Solicitor, Dennis O'Connell, who stated in his resignation letter that he is retiring from private practice. Mr. O'Connell has served the Township for 36 years. Zoning Hearing Board Member, Carl Hiryak, has also submitted his resignation letter. The manager asked the Board for a motion to accept these two resignations.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the resignations of Dennis O'Connell as Zoning Hearing Board Solicitor and Carl Hiryak as Zoning Hearing Board Member. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye.

The manager asked that any letters of interest for these positions should be forwarded to his attention. The manager stated that the Emergency Services Board Meeting will be Tuesday, January 20th @ 6pm and asked the Board for authorization to advertise the meeting dates. The manager announced that there are 4 At Large positions available, one from each voting district, on the Emergency Services Board. Letters of interest can be forwarded to the manager for the Board's consideration.

A motion was made by Mr. Stasik, seconded by Mr. Ziegler for authorization to advertise the meeting dates for the Emergency Services Board. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

There were no questions on the manager's report.

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

Public Comment

Mr. Stasik asked Mr. Brumwell if he had anything more for public comment, Mr. Brumwell said that he already made his comments. This afternoon Mr. Ziegler placed a bicycle and raffle tickets in the lobby for Township residents to fill out one free ticket for a chance to win the bike. Mr. Ziegler stated that a local business donated the Mountain Bike to him. The manager was asked to pick the winning ticket – Cole Setzler, an eleven year old Township resident, won the Mountain Bike. No other comments were given.

Old Business/New Business

No old business or new business was given.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to adjourn the meeting at 8:25pm. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, January 5th, 2015 @ 7:00 pm.

Respectfully submitted by,
Marcy Meitzler