

The meeting of the Douglass Township Board of Supervisors was called to order at 7:04P.M. Attending were Chairman John Stasik and Supervisors Anthony Kuklinski and Fred Ziegler, Mike Heydt, Andy Duncan, Bob Dries, Engineer Josh Hagadorn, Russ Whitehead, Peter Hiryak, Chief Templin, and 13 residents.

Mr. Stasik asked the public to please be aware of the exits, turn all cell phones off, and no texting during the meeting. Mr. Stasik led the Pledge of Allegiance to the flag.

Mr. Stasik announced that Mr. Dennis O'Connell will be retiring as Solicitor for the Douglass Township Zoning Hearing Board and presented Mr. O'Connell with a plaque for 36 years of dedicated service as Douglass Township Zoning Hearing Board Solicitor. Mr. O'Connell stated that he was the first Zoning Hearing Board Solicitor and started on the second floor of this building. In the early days they averaged one hearing per month. There have been some memorable hearings that have packed the firehouse and he is proud of that fact that out of hundreds of cases all but one was sustained. Mr. O'Connell stated that he will miss the camaraderie of the people that he had the privilege to work with.

#### Reorganization Meeting for the Year 2015

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to appoint Manager Peter Hiryak as Temporary Chairman to conduct nominations for Board of Supervisor Chairman. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

The meeting was turned over to Manager Peter Hiryak as temporary Chairman to conduct the nominations for Chairman of the Board of Supervisors. The Manager asked for Supervisor Chairman nominations.

Mr. Ziegler nominated John Stasik as Board of Supervisor Chairman, no other nominations were received, and this motion was seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Abstain, Ziegler-Aye. Motion passed.

The Manager turned the Re-Organization meeting over to Chairman Stasik.

Mr. Ziegler nominated Tony Kuklinski as Board of Supervisor Vice-Chairman, no other nominations were received, and this motion was seconded by Mr. Stasik. Kuklinski-Abstain, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Kuklinski recognized Russ Whitehead as an associate of Solicitor Mr. Bauer.

A motion to appoint Mr. Paul Bauer of Bauer & Associates, Attorneys At Law as Board of Supervisor Solicitor was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion was made by Mr. Ziegler to appoint Mr. Charles Garner of Wolf, Baldwin and Associates as Planning Agency Solicitor, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Gilmore & Associates as Township General Engineer and Traffic Engineer was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Marcy Meitzler as Township Secretary was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Cynthia S. O'Donnell as Township Treasurer was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to set the Treasurers Bond at \$2,500,000 (2.5 million with H. A. Thomson, Travelers Insurance) was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Peter J. Hiryak as Township Manager was made by Mr. Ziegler, seconded by Mr. Kuklinski. with a contract extension into 2016 with same salary cap and benefits. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Mike Heydt as Township Roadmaster was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Robert Dries as Township Zoning Officer was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Mark John as Building Inspector/Plan Review for both Residential & Commercial/Assistant Zoning Officer was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Scott Groff as Road Foreman was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Barry Templin as Police Chief was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Ricky Smith as Fire Marshal and set pay rate at \$15.00 per hour for Fire Marshal duties was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Betty Musser and Allison Bednar as Police Secretaries was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Andrew Duncan as the Solid Waste & Recycling Coordinator was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Chairman John Stasik as the Chief Administrative Officer for the Pension Funds was made by Mr. Ziegler, Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint the Montgomery County Health Department as the Sewage Enforcement Officer for all on-site septic systems was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Berkheimer Associates as the Delinquent Per Capita Tax Collection was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Berks EIT Bureau as the Delinquent Per Capita Tax Collector and Berks EIT Bureau as the Earned Income Tax Collector was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Tony Kuklinski as the Representative to Pottstown COG with Manager Peter Hiryak as a delegate was made by Mr. Ziegler, seconded by Mr. Stasik. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Tony Kuklinski and Peter Hiryak as the Representatives to Pottstown Metro Regional Planning was made by Mr. Ziegler, seconded by Mr. Stasik. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint John Stasik as Representative to the Agricultural Secure Board was made by Mr. Ziegler, seconded by Mr. Stasik. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Mark Toepel as the Vacancy Board Chairman was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Captain Harvey Price, Lt. Don Frantz, Lawrence Bandura, Jim Scott, James Mains, Bryan Beaulac, Chief Rick Smith, and Deputy Chief Andy Duncan as Special Fire Police, after the manager confirmed that their background checks were completed, was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Andrew Duncan as the Emergency Coordinator for Douglass Township was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Dave Myers as Assistant Emergency Coordinator was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint any of the Supervisors, Manager, Roadmaster, and Treasurer as Township Delegates to the State Supervisors Convention was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint First Niagara Bank, PLIGIT, and Great Eastern Management as Township Depositories was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint John Sartor, Sam Hunter, Ed Reitz, Tom Wynne, Bill Friel, and Bernard Sell to the ICC (International Construction Code) Appeals Board was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Dan Caruso to the Zoning Hearing Board for a one year term was made by Mr. Ziegler, seconded by Mr. Stasik. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Karen Keiser to the Zoning Hearing Board for a three year term was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to recommend Robert Brandt to the Zoning Hearing Board as their Solicitor at the rate of \$130.00 per hour was made by Mr. Kuklinski, seconded by Mr. Stasik. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Tom Wynne and Joshua Stouch to the Planning Agency, each to have a four-year term was made by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to Establish the Standard Mileage Rate at (2015 Federal Rate .575 cents per mile) was made by Mr. Stasik, seconded by Mr. Kuklinski in order to follow the Federal Guidelines. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Tony Kuklinski, Randy Romig, Josh Stouch, Judith Wills, Sandy Yanisko, Ronald Davidheiser, Kurt Davidheiser, Bernie Sell, Deb Nester, Josh Hagadorn, Harry Mahler, and Greg Gress to the Open Space Committee was made by Mr. Kuklinski, seconded by Mr. Stasik. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Fred Ziegler, Bill Zern, Tom Wynne, John Sartor, Tim Miller, Scott Moyer, Tom Yarnall, Tom Link, and David Leh to the Revitalization Committee was made by Mr. Stasik, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint John Stasik, Carl Hiryak, Peter Hiryak, and Mike Heydt to the Oberholtzer Schoolhouse Committee was made by Mr. Stasik, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Gary Carpenter, Sam Hunter, Tom Link, Al Turchanick, Tom Wynne, Tom Yarnall, John Sartor, Greg Herb, and Greg Gress to the Act 209 Advisory Committee was made by Mr. Stasik, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion to appoint the following to the Emergency Services Board was made by Mr. Kuklinski, seconded by Mr. Ziegler: BOS Representative Tony Kuklinski, Police Dept. Representative Barry Templin, Gilbertsville F&R Representative Rick Smith, GACAS Representative Garry Schmoltze, Township Building/Code Representative Robert Dries, EOC Representative Andrew Duncan, Voting District #1 Representative Janet Bauer, Voting District #2 Representative Josh Stouch, Voting District #3 Representative Greg Lignelli, and Voting District #4 Representative Dean Brumbach. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Stasik asked if there was any changes or corrections to the December 15<sup>th</sup>, 2014 Board of Supervisors minutes, no comments were given.

A motion was made to approve the minutes of December 15<sup>th</sup>, 2014 Board of Supervisors meeting by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Stasik asked for a motion to approve the January 5<sup>th</sup>, 2015 Board of Supervisor Agenda as presented.

A motion was made by Mr. Stasik, seconded by Mr. Ziegler to approve the January 5<sup>th</sup>, 2015 Board of Supervisor Agenda as presented. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

The Manager reviewed the schedule of upcoming 2015 meetings as follows:

- a. Tuesday, January 6<sup>th</sup> @ 7pm – Elected Board of Auditors Meeting, Reorganization - The Manager will be attending.
- b. Thursday, January 8<sup>th</sup> @ 7pm-P/A Reorganization Meeting – Workshop at 6pm.
- c. Tuesday, January 13<sup>th</sup>, 2015 C.O.G. @ 7pm, Douglass Township will be hosting, Mr. Kuklinski and the manager will be attending.
- d. Tuesday, January 20<sup>th</sup> @ 6:30pm BOS Agenda Mtg, BOS Mtg @ 7pm, Emergency Services Board introduction meeting @ 6pm.
- e. Open Space/Recreation Committee (Help plan our parks meeting #2), Tuesday January 20<sup>th</sup> @ 6pm.

The manager stated that we need approval from the Board for the Non-Uniform 2015 Wage Sheet that was presented to the BOS, the uniform and non-uniform employees were budgeted for a 3% wage increase. The Uniform 3% wage increase is a contractual agreement with the Police Bargaining Unit.

A motion to approve the Non-Uniform 2015 Wage Sheet and the Uniform 3% budgeted increase was made by Mr. Ziegler, seconded by Mr. Stasik. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

#### Public Comment

Mr. Sell asked what is up with the bridge on Henry Road, the manager stated that the bridge is closed due to structural deficiencies that make it unsafe. The manager stated that the County closed the bridge without notifying the Township, Mr. Heydt noticed that the bridge had been closed and called me to see if I knew anything about it and I called the County. The bridge is a possible three

year project for repair or replacement, they will be going through the funding, bidding process, and construction process. Papermill Road Bridge hopefully will be going out for bid in 2015. Mr. Sell asked the manager who directs the road work in the Township, you or the road master, the manager replied that Mike Heydt being the road master is the road crews immediate supervisor, then why was Henry Road re-graded if you knew the bridge was going to be closed. Mr. Sell said that he has at several meetings stated that the Henry Road Bridge was unsafe and that it should have restrictions posted on it because garbage trucks travel across it, however his statements must have gotten deleted from the minutes because he has never seen it in the minutes. Mr. Heydt stated that I did contact the County about posting the bridge, and we never were told that the bridge was going to be closed, the County closed it somewhere around December 22<sup>nd</sup>, 2014. Mr. Sell said that Henry Road is horrendous and you wasted money repairing Henry Road now that the bridge has been closed. Mr. Kuklinski stated that we must notify the County of our displeasure of this, to shut the bridge down and not have the curtesy to inform us and inconveniencing our residents like this, Chief Smith stated that the Emergency Services need water access in that area for the fire company. The manager will be in touch with the County with the Township's concerns. No other comments were given.

Old Business/New Business

The manager stated that the Township received a letter from Council representing Mountain Mulch dated 12/23/14 stating that they have a Settlement Agreement Extension until 3/31/15.

A motion was made to adjourn the meeting at 7:38pm by Mr. Ziegler, seconded by Mr. Kuklinski. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Respectfully submitted by,  
Marcy Meitzler