

January 20<sup>th</sup>, 2015

The meeting of the Douglass Township Board of Supervisors was called to order at 7:04 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, Peter Hiryak, and approximately 21 residents.

Mr. Stasik led the pledge of allegiance. Mr. Stasik asked that all cell phones be tuned 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 if there were any changes, corrections, or comments on the minutes of January 5<sup>th</sup>, 2015, no changes or comments were given. Mr. Stasik asked for a motion to approve the minutes of January 5<sup>th</sup>, 2015 as presented.

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

Mr. Stasik asked for a motion to approve the agenda for January 20<sup>th</sup>, 2015 as presented.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the agenda for January 20<sup>th</sup>, 2015 as presented. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

**Gilbertsville Ambulance Report – Garry Schmoltze**

For the month of December 2014: 103 calls for service; Bally 1, Boyertown Boro 10, Colebrookdale 4, Douglass 43, Earl 3, New Hanover 27, Pottstown Boro 4, Upper Frederick 3, Upper Hanover 1, Upper Pottsgrove 6. 66 ALS calls, 40 BLS calls. Hospital Summary: 64 Pottstown, 7 Lehigh, 5 Reading, 3 Phoenixville, 1 St. Joe's Reading, 1 St. Luke Quakertown. Transported 80, Refusals 4, Cancelled 14, No Patient Found, No Treatment Required 1. Calls for January 2012 - 1,316, calls for January 2013 - 1,348, calls for January 2014- 1,304. Chief Schmoltze stated that GACAS presented the Board of Supervisors with a balanced budget for 2015. Chief Schmoltze also stated that they received notification that GACAS will be receiving a Debt Reduction Grant in the amount of \$7,440. No questions were asked.

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

**Gilbertsville Fire & Rescue Report – Deputy Chief Kris Hammill**

Fire report for January 2014 – 1 fire, 1 brush/trash fire, 2 vehicle fires, 1 wire, 1 fire alarm/CO2 alarm, 1 vehicle accident, 1 EMS assist, 6 fire police, 5 assist to other departments (3 to Boyertown, 2 to New Hanover), and 2 investigations for a total of 21 calls. The Fire Company was in service for 15 hours and 46 minutes. The Fire Company escorted Santa through the area on Sunday, December 21<sup>st</sup>. The residents heeded Chief Smith's warning and we didn't have to water anybody's tree this year. Deputy Chief Hammill's stated that next month the year-end report would be given. No questions were asked.

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

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**Emergency Services Board Report – Andy Duncan**

Mr. Duncan stated that tonight was the first meeting of the Emergency Services Board. Mr. Duncan stated that at the meeting he was nominated as Chairman, Josh Stouch was nominated as Vice-Chairman, and Janet Bauer was nominated as the Secretary. Mr. Duncan stated that tonight's meeting was more of a meet and greet to get to know the members of the Board, the meetings will be held the first Monday of every month prior to that evening's Board of Supervisors meeting. An advertisement is needed for these public meetings. No questions were asked.

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

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

**Recycling Report – Andy Duncan**

For the month of January 2015: Tub grinding was completed on December 18<sup>th</sup>, there is plenty of leaf compost and mulch available for the spring mulching season. Commercial hauler permit applications were sent out in December for calendar year 2015. We have not received any applications to date. We were awarded our 902 recycling grant this week in the amount of \$130,732 for the purchase of a new skid loader, new roof on the recycling building, and blacktopping in the recycling driveway. We were awarded the full amount of what we requested. Mr. Stasik commented that the Recycling Center works well. No other comments were given.

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

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

***1500 E. Philadelphia Avenue*** – We met with the Applicant's Planner and Traffic Engineer on 1/14/15 to discuss the Township's traffic impact study requirements as outlined in our review memorandum dated 10/24/14.

***Provco Pinegood Grosser Road, LP/Wawa Land Development*** – This project is proceeding through construction. On 1/6/15, we forwarded our letter of recommendation to the Township and copied to the Developer recommending a reduction in the Letter of Credit. The value of the work performed to date is \$210,821.59. Subtracting 10% retainage as well as the amount previously released results in the amount of \$89,185.31. We recommend that the Irrevocable Letter of Credit No. 893 be reduced by this amount. The amount remaining in the LOC will be \$633,225.98.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve, based on the recommendation of the Township Engineer, the Letter of Credit reduction request #2 for Provco Pinegood Grosser Road, LP/Wawa Land Development in the amount of \$89,185.31. The remaining amount in the Letter of Credit is \$633,225.98. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

***Storm Water Management Ordinance MS-4*** - The Engineer stated that review for the Storm Water Management Ordinance MS-4 is completed.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to authorize the advertisement of the Storm Water MS-4 Ordinance as presented. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

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***Township Park and Open Space Surveys and Concept Planning*** – Mr. Hagadorn reported that tonight was the second public meeting for the Help Plan Our Parks project. The final public meeting has been scheduled for Tuesday February 17<sup>th</sup> at 6:00pm. The public is invited. No questions were asked.

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

**Police Department Report – Chief Templin**

Statistics for December 2014 – 358 incidents reported, 4 reportable accidents, 14 non-reportable, 15 criminal investigations, 9 criminal arrests, 39 traffic citations, 14 non-traffic citations, 2 parking tickets, 7,502 miles traveled, money received by the Township \$6,678.24. Chief Templin gave the 2014 Annual Report – Calls for service increased by 177, initial crime reports decreased by 10, clearance rate increased by 5.87%, reportable accidents decreased by 13, non-reportable accidents increased by 31, accident injuries decreased by 14, DUI accidents increased by 3, traffic citations decreased by 269, non-traffic citations increased by 7, and med-return program increased by 72 pounds. Chief Templin stated that drug related crimes and thefts are increased. Chief Templin thanked Gilbertsville Fire Company #1 for their generous donation to the Douglass Township Police Department, the donation will be used to purchase various equipment needed for the police department. The Chief also thanked the road crew for taking care of the icy conditions earlier, most municipalities had accidents in the double digits and we only had 2 or 3 accidents in Douglass Township. No comments were given.

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

**Gilbertsville Fire Company No1 – Phyllis Kerr**

Ms. Kerr thanked everyone for their support and stated that they support the Fire Company and community functions, they will be fixing the heating and air conditioning and roof. We are getting quotes for a new gas heater in the dining room and new breakfast bar, there will be a facelift for the front of the dining room with new doors installed. Ms. Kerr stated that they still offer the small games of chance. We support the Cystic Fibrosis Foundation, American Cancer Society, Salvation Army, Building a Better Boyertown, MS Foundation, Animal Shelters, and the Epilepsy Foundation. Bookings are going well. No questions were asked.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to accept the Gilbertsville Fire Company No.1 Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

**Solicitor's Report – Mr. Paul Bauer**

***Litigation Updates*** – Litigation updates were discussed with the Board of Supervisors in Executive Session. A meeting was held between the Summer Hill HOA, Mr. Gambone, Manager Hiryak and Solicitor Bauer concerning the tot lot and maintenance of open space property. There will be a quote forthcoming for the removal of playground equipment and installation of same equipment at another location.

***On-Site Sewage System, Oberholtzer Road – Operation & Maintenance Agreement*** – Mr. Bauer stated that an O & M Agreement was prepared and that a motion was needed for the approval of the Operation & Maintenance Agreement.

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A motion was made by Mr. Stasik, seconded by Mr. Ziegler to approve the Operation & Maintenance Agreement for the On-Site Sewage System on Oberholtzer Road. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Bauer stated that there was a meeting today between PennDot, The Rosen Group, and The Gambone Organization on the re-alignment of Market Street. Minutes on the meeting will be forthcoming at a later date. No questions were asked.

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

#### **Highway Department Report – Mike Heydt**

Mr. Heydt stated that during the last two weeks the highway department repaired potholes, trimmed on Miller Road, salted, worked on dirt roads, and repaired highway equipment. No questions were asked.

#### **Treasurer's Report – Peter Hiryak**

Total bills to be paid \$172,138.52, this is an updated total and includes the Keystone Health Plan East bill in the amount of \$36,737.97 that was received on Tuesday, January 20<sup>th</sup>. It was not included in the list prepared on Friday, January 16<sup>th</sup>. Unusual bills were included CMERT, Graber Letterin, Great Eastern Management, H.A. Thomson, Hopewell Nursery Trucking and Excavation, Morton Salt, Natural Lands Trust, PA Chiefs of Police Assoc, Print Copy Design Solutions, PSATS, Stratix.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to authorize payment of the January 2015 bills in the amount of \$172,138.52. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

On Wednesday, February 4<sup>th</sup>, there is a Workers Compensation Audit scheduled for the Susquehanna Municipal Trust insurance. The 2014 Township audit field work is scheduled to begin on Monday, February 23<sup>rd</sup>. The Supervisors have been forwarded a summary from David Szablowski regarding the Executive Committee meeting of the Berks Earned Income Tax Bureau, held on January 15, 2015. The 2015 Tax Duplicate was received. The Tax Duplicate amount is \$582,923,684. The total exempt assessment amount is \$30,825,300 and the utility assessment amount is \$145,340. No questions were asked.

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

#### **Manager's Report – Peter Hiryak**

***Schedule of Meetings:*** Wednesday January 28<sup>th</sup> @5pm, Pottstown Health & Wellness Foundation & Pottstown Metro Regional Planning Committee @ 7pm, Manager Hiryak will be attending, Monday February 2<sup>nd</sup> @ 7pm BOS Meeting, Agenda Meeting and ESB Meeting @ 6:30pm, Thursday February 12<sup>th</sup> @ 6pm P/A Workshop Meeting, P/A Meeting @ 7pm.

***Montgomery County Bridges Updates*** – The manager stated that he received a letter from the Chief Operations Officer of the Montgomery County Board of Commissioners apologizing for not informing the residents and staff of Douglass Township for the closure of Henry Road Bridge, McCormick Taylor is currently assessing the situation to see if it will need a repair or total replacement. Papermill Road Bridge will be an approximate 3 year total replacement project budgeted at 1.8 million dollars. The County has installed more bridge signage and the Township will make sure there will be a turnaround area accessible on Henry Road to avoid the bridge. Mr. Diccio stated that he had concerns if there are

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fires on Henry Road or Papermill Road, how will the fire company get to these areas and where are they going to access water. The manager stated that the emergency services have been contacted and can plan for this, Mr. Duncan stated that there is another access via Niantic Road, the emergency services are aware of it.

**Zoning Hearing Board Re-organization Meeting Wednesday, February 4<sup>th</sup> @ 6pm** – The manager asked for authorization to advertise the zoning hearing board re-organization meeting to appoint a solicitor, chairman, and secretary to the zoning hearing board.

A motion was made by Mr. Stasik, seconded by Mr. Ziegler to authorize the manager to advertise the Zoning Hearing Board Meeting in order to appoint a new ZHB Solicitor, Chairman, and Secretary. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Stasik asked if there were any questions on the Manager's Report, no questions were given.

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.

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

The manager stated that as far as the Fish Rodeo is concerned, a date needs to be scheduled, and donations and help will be needed. Mr. Romig asked for the manager to add a meeting date for the Open Space/Rec Committee so these issues could be addressed, the manager stated that an additional meeting would have to be advertised, Mr. Bauer suggested that the manager email the members of the committee to come up with a date for the rodeo then vote on the date at the next Open Space/Rec meeting on February 17<sup>th</sup> without adding an additional meeting. It was agreed that the manager will contact the committee members for a fish rodeo date. No other business was given.

### **Public Comment**

Mr. Sell brought up a question about Mr. Heydt grading the dirt part of Henry Road after the bridge closure, Mr. Bauer stated that Mr. Sell should have asked this question under Mr. Heydt's report, Mr. Sell stated that he was unaware that the rules have changed about asking questions. Mr. Bauer restated that the time to ask these questions is at the time the reports are given. Mr. Sell told reporter Bradley Schlegel that at an earlier meeting he was telling the Supervisors that trash trucks were using the Henry Road Bridge and Mr. Schlegel wrote an article for the paper that read Mr. Sell complained about the traffic trucks using the bridge, Mr. Schlegel apologized for the mistake and said he could make a correction, Mr. Sell answered back I guess everyone makes mistakes, I do. Mr. Sell also said there was an accident on Miller Road, there was so much traffic I never saw so many Township staff needed at one place before, the road crew was there, the police, and then the manager and zoning officer showed up. Mr. Heydt stated that there was a report of a car that skidded on an ice patch and hit the guiderail on Miller Road, we tried to pull the car from the guiderail with our Township truck but it got stuck, the flatbed that came for the car hooked up to our Township truck to pull our truck and the car from the guiderail and a Washington Township truck came to help spread mag chloride around the flatbed truck for traction, the road crew was there to spread salt, we had salted earlier and the ice melted but refroze so we were salting again, I was trying to help get the car out of the guiderail, I am sorry for trying to help if that was wrong. The manager stated that he went to look at the situation because we had received a phone call in the office about the accident and icy conditions and he wasn't sure of the exact location of the problem or if the road crew had responded to the accident. The manager told Mr. Heydt that he has nothing to apologize for, he was doing exactly what he was supposed to be doing. Mr. Schmoltze told the manager that he hasn't heard anything from the County yet regarding run card boxes for station 67,

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the manager stated that I wrote a letter to the County Emergency Operation Center in November 2014, and Mr. Schmoltze delivered it to the Eagleville Operations Center and the Township hasn't heard anything further. The Board asked the manager to further contact Montgomery County about getting the run card boxes changed and also using GPS to mark the locations of fire hydrants in the Township. Mr. Brumwell stated that he made a comment at a previous meeting that he felt the Police Department wasn't handling the investigations of thefts, I owe the Police Department an apology – I apologize. Mr. Ziegler asked Mr. Brumwell if he went over the information I gave you, Mr. Brumwell replied that he did not have a chance to go over it yet. No other comments were given.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to adjourn the meeting at 7:58pm. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Respectfully submitted by,  
Marcy Meitzler