

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, Pete Hiryak and approximately 24 residents.

Mr. Stasik led us in the pledge of allegiance.

Mr. Stasik asked if there were any changes, corrections, or comments on the minutes of April 6th, 2015 Board of Supervisors Meeting, no changes or comments were given. Mr. Stasik asked for a motion to approve the minutes of April 6th, 2015 as presented.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the minutes of the April 6th, 2015 Board of Supervisors Meeting. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Stasik asked for a motion to approve the agenda for April 20th, 2015 as presented.

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

Gilbertsville Ambulance Report – Read by Andrew Duncan

For the month of March 2015: 115 calls for service; 1 Bally Boro, 12 Boyertown, 4 Colebrookdale, 47 Douglass Township, 4 Earl Township, 26 New Hanover, 1 Pennsburg Boro, 8 Pottstown Borough, 4 Upper Frederick, 7 Upper Pottsgrove, and 1 West Pottsgrove. ALS calls – 65, BLS calls-50. Hospital Summary; 60 Pottstown, 9 Lehigh, 5 Phoenixville, 8 Reading, air medical St Lukes Quakertown. Transported 84, refusals 12, cancelled 11, 1 DOA, 4 no patient found, 2 air medical, and 1 transported by police. Mr. Kuklinski asked if we could reach out to the other ambulance services to get a report of how many calls they handle in Douglass Township each month, a written report listing the calls would be fine. The manager stated that he would reach out to the other ambulance services to see if they would submit a call list each month. 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.

Recycling Report – Andrew Duncan

Mr. Duncan stated that only four out of twelve commercial haulers have paid the hauler fees and he would like to amend Ordinance 2003-07 to allow penalty fees for non-compliance. Mr. Bauer stated that according to Ordinance 2003-07, under section 7, the Township has the right to revoke a hauling permit. Mr. Duncan stated that the problem is they are not submitting the hauler fee for the permit so there is no permit to revoke.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize Solicitor Bauer to review Ordinance 2003-07 for possible amendment to include penalty fees for non-compliance for obtaining a commercial hauling permit from the Township. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mr. Bauer recommended to send another letter to the commercial haulers encouraging them to obtain a hauling permit from the Township. Mr. Stasik asked if the recycling center was busy lately, Mr. Duncan replied, we are super busy now with the nice weather residents are using the mulch. Mr. Diccio asked if these haulers don't have permits do they just dump their trash here, Mr. Duncan stated that these permits are for commercial haulers, the haulers not contracted through Douglass Township. No other questions were asked.

Gilbertsville Fire & Rescue – Rick Smith

Fire report for March 2015 – 1 fire, 1 brush/trash fire, 1 vehicle rescue, 8 fire police, and 9 assists to other depts. for a total of 20 calls. The Fire Company was in service for 16 hours and 50 minutes. Assists: 3 to Boyertown, 1 Upper Pottsgrove, 5 New Hanover, and 1 Bechtelsville. Fire & Rescue participated in Water Rescue Awareness Training and Drug and Alcohol Awareness for First Responders which was an excellent course. No questions were asked. Fire Marshal Report – Chief Smith - On April 12, 2015 the Fire Marshal and Douglass Township investigated a fire at 300 Merkel road. It was determined that 3 juveniles were responsible for setting a small fire at that location. The 3 juveniles were identified and the investigation is ongoing (time spent - 1 hour). At the last meeting several of us received a Citation from Rep. Marcy Toepel's office however we were called next door on a c/o call, luckily the resident next door came over during the ceremony and asked the fire company to check out the apartments. The upstairs reading was 110 parts per million downstairs it was 300 parts per million – death would have been emanate, everything was evacuated from the building – apparently the owner of the building was working downstairs on a car earlier in the evening and left the building thinking that everything was properly ventilated. Mr. Dries added that besides evacuating the residents of the building the fire company also saved two dogs that night that were already suffering the effects of the fumes. Mr. Stouch added that the fire company also assisted in a vehicle rescue at 3am that morning in New Hanover and also a 6 hour brush fire that same day. Chief Smith stated that the fire company got a grant originally for a boat for water rescues but a neighboring fire company already received a boat so F&R resubmitted the grant application for a UTV which came in handy at that 6 hour brush fire to transport fire fighters to different locations that day. No other comments were given.

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

Fire Company No. 1 Report – Peter Hiryak

The manager stated that Fire Company No. 1 has offered to donate hamburgers and rolls for the Trout Rodeo on May 16th, 2015. They will prepare the hamburgers and keep them in a pressure cooker for the rodeo.

Engineer's Report – Josh Hagadorn, Gilmore & Associates

Berwind II - Douglass Estates Phases II & III – This project is proceeding through construction. Please recall that we issued our first review letter on 3/27/15 regarding the final plan submission for Phases II & III. The applicant received a recommendation for conditional final plan approval from the P/A at their 4/9/15 meeting. On 4/17/15, we received the design engineer's construction cost estimate via e-mail which we will be reviewing next week. We understand that the applicant may be attending the upcoming Board of Supervisors meeting to request conditional final plan approval. The BOS tabled this discussion – pending resolving any outstanding issues.

County Line Road Bridge Replacement – We are completing/have completed the following pre-design tasks:

Coordinated and conducted the stream and floodplain field survey between the survey, civil and structural departments to prepare the required hydraulic analysis for the PADEP approval.

Existing features plan within the next two weeks.

Reconnaissance of the existing bridge for purposes of determining prospective limits for the new bridge using a PADEP GP-11 permit/notification application.

Prepared preliminary drawing for purposes of delineating available space for potential widening and lengthening of bridge to assist with improving waterway opening characteristics.

Conducted initial structure alternatives analysis based upon DVRPC criteria for retro-reimbursement projects.

Assembled initial documents for permit evaluation and environmental assessment.

Henry Road Bridge Replacement – On 4/17/15, we completed a PNDI project Environmental Review which indicated no known impacts to threatened or endangered plant or animal species in the project area. The manager forwarded the bridge inspection reports from Montgomery County to Gilmore & Associates.

New Township Maintenance Building – We are completing/have completed the following pre-design tasks:

All survey and building stake-out work is complete.

Existing features plan is completed

A preliminary layout plan is completed.

Geotechnical test boring drilling field work has been scheduled for 4/27/15 and is expected to last one day.

Preliminary information should be provided within one week after the field study.

Preliminary load and foundation pressure calculations are completed.

Two preliminary structural layouts are completed. One option is for largest practical spacing for steel columns and roof joists. The other option is for maximum number of days as requested by the Township.

Preliminary code evaluation was conducted and will be finalized when complete test boring results and foundation recommendations are available.

Traffic Impact Study Requirements – On 4/09/15, the P/A recommended approval of the draft ordinance by the Board of Supervisors. The Board tabled this issue pending review by the Act 209 Committee.

A motion was made by Mr. Stasik, 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 March 2015 – 312 incidents reported, 9 reportable accidents, 14 non-reportable, 18 criminal investigations, 4 criminal arrests, 89 traffic citations, 12 non-traffic citations, 3 parking ticket, money received by the Township \$6,040.22. Chief Templin stated that Gavin Zimmerman, a junior at the Boyertown Area High School and Jordan Devore, a freshman at the Montgomery County Community College have each completed a one day internship with our police department, we wish Mr. Zimmerman and Ms. Devore the best of luck in their endeavors. Blankets of Hope, a non-profit organization, is generously donating fleece blankets to the Douglass Township Police Dept. the goal is to provide warmth to people in shock, victims of domestic violence, people who are involved in automobile crashes, children and people who are in need. The blankets will be kept in every patrol car to be dispersed when needed. I would like to personally thank Blankets of Hope for their generous donation. For more information on Blankets of Hope, you can check out their website at

www.blanketsofhopepa.org. Donations can be made through their website. I filed for a grant through the Municipal Police Officers' Education and Training Commission to recoup some of the cost of our newly hired officer's salary while he attended the Montgomery County Police Academy. Should our police department be awarded the grant, the amount would be \$11,450.00. The deadline for the application is April 30th, 2015. On April 25, 2015 Saturday 10am – 2pm our police department will be coordinating with Montgomery County District Attorney's Office and the Montgomery County Chiefs of Police Association in their Drug Take Back Initiative. People will be able to turn in their unwanted, unused, or expired medications. Our drop site will be inside the Giant Food Stores at 173 Holly road in Gilbertsville. Please remember that we also have our own drop off location located just inside the Douglass Township Municipal Building open Monday through Friday 8am-4:30pm, except holidays. Please no syringes or inhalers. The PA Chiefs of Police Association introduced the Pennsylvania Law Enforcement Accreditation Program to the Commonwealth in July 2001. Since then, over 300 agencies have enrolled and 96 agencies currently have attained accredited status. Mr. Ziegler started this program when he was Police Chief and we have continued this program. The Douglass Township Police Department has been an accredited agency since 2003. On March 24 & 25, 2015 our police department had our on-site inspection. I am pleased to announce for the 5th time, the Douglass Township Police Department has once again achieved accreditation status. They will be a formal ceremony in the near future. I want to thank our accreditation manager, Cpl. Brian Steffie, and all of the officers of our police department for their dedication and hard work to achieve this status once again. We took delivery of our new patrol vehicles and hopefully will have them up and running sometime in May 2015. We replaced a 2003 Ford Crown Victoria with approximately 110,000 miles and a 2006 Ford Crown Victoria with approximately 130,000 miles. We would like permission from the Board to list the 2006 Ford Crown Vic and the 2003 Chevy Impala on Municibid auction.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to authorize Chief Templin and Manager Hiryak to list the 2006 Ford Crown Victoria and the 2003 Chevy Impala on Municibid for auction. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Solicitor's Report – Paul Bauer

Gilbertsville Fire Company – Lease Review – The new draft of the lease has been prepared and presented to the Board. Unfortunately, I have not yet received a signed copy of the deed for the properties of Gilbertsville Fire Company No. 1 back from Charles Haddad, the former trustee. As such, the drafted lease agreement cannot be executed because it requires a recitation of the deed's recording information. I sent an additional letter to Mr. Haddad requesting a status update on the matter on Friday, April 17, 2015.

Gilbertsville Fire Company – Environmental Covenant – I have reviewed the revised copy of the Environmental Covenant that the Township received from the PADEP. The errors I had previously noted were fully revised and the covenant looks ready to be executed. Mr. Bauer asked for the Board to authorize the manager to sign the Covenant. The manager asked Mr. Bauer if his office would notarize his signature on the document, Mr. Bauer replied yes.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to authorize approval for Manager Hiryak to sign the Gilbertsville Fire Company Environmental Covenant received from the PADEP. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Mountain Mulch - Mr. Bauer stated that attorney for Mountain Mulch recently reached out to Douglass Township, requesting permission to work from “dusk to dawn” to remove all of the remaining mulch and mulch product from the property. I have received a letter from Thomas Keenan, counsel for the property owners surrounding the Mountain Mulch property, stating that his clients strongly oppose this request, as it will subject them to undue hardship in the form of noise and dust throughout all hours of the night. Mr. Bauer is not recommending the Mountain Mulch request, his recommendation to the Board is to let the Court deal with it. Mr. Bauer has filed for sanctions against Mountain Mulch, we are awaiting a date for the court hearing. No questions were asked.

Applications which are pending but inactive:

Danny Jake – Hallowell inactive 2 years

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.

Highway Department Report – Mike Heydt

Mr. Heydt said that the last two weeks the road crew put the plows away, cleaned up the trucks, fixed potholes, trimmed, cut down trees on Municipal Drive for the BMMA sewer project to get blacktopped. Graded dirt roads, cleaned excess cinders at the intersections, opened up the Park, filled all the salt bins, and mulched flower beds at the Township office. No questions were asked.

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

Open Space/Recreation Committee Report

Mr. Romig stated that BARCO gave a presentation for a proposed dog park on the Congo Road open space property. The Open Space Committee has concerns with legality issues however the next step would be for BARCO to give a presentation to the Planning Agency for legal review. Mr. Stouch resigned as Co-Chairman of the Open Space Committee due to his work schedule and other Township duties. Ron Davidheiser will take over the Co-Chairman position. Jobs have been assigned for the Trout Rodeo and Mr. Romig thanked Gilbertsville Fire Company No.1 for the donating the hamburgers and rolls for the rodeo. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the Open Space/Rec Committee Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Treasurer's Report – Cynthia O'Donnell

The unpaid bills for April 2015 amounted is \$225,241.22 which was updated to include North American Benefits and EMC Insurance. Unusual bills being paid: Brown & Brown of the LV, Dallas Mathias Jr. Tree Service, EMC Insurance, Erb & Henry Equip, Federal Licensing Inc, Herbein & Company, Jerry's Sport Center for police ammo, Montco P/A, Morton Salt, Radio Maintenance, Stratix Systems, Susquehanna Municipal Trust, and Vol Medical Service Corps of Lansdale for 2 used AED's for the police. In addition to the above expenses, the police cars included in the general fund budget for 2015 were purchased at a cost of \$57,765.00. Herbein + Company will be meeting with us on Monday, April 27th at 2pm to review the 2014 financial statements. 2015 Liquid Fuels allocation in the amount of \$300,088.04 was received in March. This amount is \$6,526 over the 2015 budget amount. With the exception of the December Earned Income Tax distribution which was paid in December of 2014, rather than January of 2015, both the General Fund and the Recycling Fund have 2015 income levels equal to 2014. No questions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize payment of the April 2015 unpaid bills in the amount of \$225,241.22 including additions. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

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

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Wednesday April 22nd PH&W 5pm & PMRPC @ 7pm at the Borough Hall, Monday May 4th ESB @ 6pm, BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm. Thursday May 14th P/A Act 209 Workshop @ 6pm, P/A Mtg @ 7pm.
2. County Line Road Bridge Grant Agreement, approval by BOS Required.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski for approval and authorization to sign the County Line Road Bridge Grant Agreement for 80% reimbursement of costs on the County Line Road Bridge.

3. Fire Police Request May 9th, 2015 at Goodwill Fire Co. 100th Anniversary Parade, BOS approval required. A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to give the authorization for the Fire Police to assist at the Goodwill Fire Co 100th Anniversary Parade on May 9th, however Goodwill is to give notification through Chief Ricky Smith Station 67. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

4. Zern Tract (Jackson Road) 30 day review extension request, P/A recommended extension, BOS approval required.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to approve a 30 day review extension request for the Zern Tract. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

5. Resolution – Small Flow Sewage Facility on Oberholtzer Road, BOS approval required. The manager stated that there will be a \$1000.00 escrow posted per the agreement.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to approve the Resolution for the Small Flow Sewage Facility Maintenance Agreement on Oberholtzer Road. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

6. Geoff Horrocks – Realtor for 140 Renninger Road. This property was originally 2 separate parcels however over a period of non-usage the County combined the parcels into one parcel, the Realtor has a buyer for one of two parcels and wishes to separate the parcels into its original two parcels. Mr. Bauer recommended that the Board authorize him to send a letter to the Recorder of Deeds.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to authorize Solicitor Bauer to write a letter to Recorder of Deeds requesting that 140 Renninger Road be returned to its original two separate parcels to resolve the matter. 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 Mr. Kuklinski to accept the Manager's Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Public Comment

No public comment was given.

Old Business/New Business

Mr. Stouch said that the junkyard at the Gilbertsville Car Wash seems to be getting bigger, what is the status on this issue, Mr. Bauer stated that he has received a big packet of information from Mr. Dries for review and he will report back to the Board of Supervisors. No other business was given.

A motion was made by Mr. Stasik, seconded by Mr. Ziegler to adjourn the meeting at 7:55pm. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, May 4th, 2015 @ 7:00 pm.

Respectfully submitted by,
Marcy Meitzler