

The meeting of the Douglass Township Board of Supervisors was called to order at 7:07 P.M. Attending were Chairman John Stasik, Vice-Chairman Tony Kuklinski, Solicitor Paul Bauer, John Sartor from Gilmore & Associates, Chief Templin, Andy Duncan, Mike Heydt, Pete Hiryak and approximately 23 residents.

Mr. Stasik led us in the pledge of allegiance.

Mr. Stasik announced that Mr. Ziegler would not be attending the meeting tonight due to health issues.

Mr. Stasik asked if there were any changes, corrections, or comments on the minutes of May 4th, 2015 Board of Supervisors Meeting, no changes or comments were given. Mr. Stasik asked for a motion to approve the minutes of May 4th, 2015 as presented.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve the minutes of the May 4th, 2015 Board of Supervisors Meeting. Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Stasik asked for a motion to approve the agenda for May 18th, 2015 as presented.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve the agenda for May 18th, 2015 as presented. Kuklinski-Aye, Stasik-Aye. Motion passed.

Gilbertsville Ambulance Report – Garry Scholtze

For the month of April 2015: 114 calls for service; 15 Boyertown, 3 Colebrookdale, 51 Douglass Township, 1 Earl Township, 24 New Hanover, 8 Pottstown Borough, 2 Upper Frederick, 6 Upper Pottsgrove, 2 Washington Township, and 2 West Pottsgrove. ALS calls – 55, BLS calls-59. Transported 81, refusals 14, no patient found 10, cancelled 7, DOA 1, Transfer to air medical 1. Chief Scholtze stated that GACAS is now a Certified Training Facility and Chief Scholtze is certified in Biological Weapons Training. A written report was submitted by Chief Mike Groffe from the Bally Ambulance Service listing service calls to Douglass Township: 2012 - 70 calls, 2013 – 58 calls, 2014 – 75 calls, and 2015 – 32 calls through May 2015.

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

Gilbertsville Fire & Rescue – Rick Smith

Fire report for April 2015 – 5 brush/trash fire, 1 vehicle fire, 1 fire alarm/CO2 alarm, 2 vehicle accidents, 1 misc. rescue, 4 fire police, and 8 assists to other depts. for a total of 22 calls. The Fire Company was in service for 27 hours and 44 minutes. Assists: 2 to Boyertown, 2 New Hanover, 1 Douglass Berks, and 1 Birdsboro. Water Rescue Awareness Training and Drug and Alcohol Awareness for First Responders. Pump training with New Hanover Fire Co. Chief Smith announced that the Fire & Rescue Fundraiser to date is \$12,000.00. No questions were asked. Fire Marshal Report – Chief Smith - On April 23, 2015 I was called out to investigate an unauthorized burn at 105 Miller Road shortly after midnight. The property owner was burning tires and building materials. Weather conditions were high fire danger warning with 25 to 30 mph winds. The fire company had trouble applying foam to stay on the fire to suppress it. Gilbertsville F&R and Eastern Berks Fire companies were dispatched, a citation was issued (service – 1 hour). Also on April 23rd, 2015 I inspected the mulch piles at Mountain Mulch. Pile temperatures were between 130 degrees and 148 degrees. The management at Mountain Mulch was very cooperative with my inspection of the property (service – 1 hour). On April 25th, 2015 I was called to investigate an unauthorized burn at 131 Niantic Road. The property owner was burning a large brush pile just at dark, the weather conditions were a high fire danger that day and the owner was in violation of the township burn ordinance. A verbal warning was given (service – 1 hour). On May 5th, 2015 I was called to 105 Miller Road again to investigate an unauthorized burn. The property owner again was burning building material after dark with dry conditions. Once again foam was applied to suppress the fire. Gilbertsville F&R and Eastern Berks also responded. A citation was issued (service – 1 hour). Mr. Kuklinski asked Chief Smith what is the story with this address, Chief Smith replied that the owner is selling the farm and was burning materials.

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. Motion passed.

Engineer's Report – John Sartor, Gilmore & Associates

Provco Pinegood Grosser Road, LP/Wawa Land Development – This project is proceeding through construction. On 5/4/15 we received the Developer's request #3 for a reduction in the Letter of Credit (LOC). On 5/5/15 we forwarded our letter of recommendation to the Township which recommended that the LOC be reduced by \$72,682.38, should the Board of Supervisors approve this LOC reduction request, then the amount remaining in the LOC would be \$560,543.60.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve, based on the recommendation of Gilmore & Associates, the letter of credit reduction request #3 Provco Pinegood Grosser Road, LP/Wawa Land Development in the amount of \$72,682.38 leaving a balance of \$560,543.60 remaining in the Letter of Credit. Kuklinski-Aye, Stasik-Aye. Motion passed.

Berwind II - Douglass Estates Phases II & III – This project is proceeding through construction. Please recall that the applicant received a recommendation for conditional final plan approval from the P/A at their 4/9/15 Meeting. Revised plans, legal descriptions, and a construction cost estimate were received in our office on 5/1/15 and 5/12/15. On 5/15/15 we issued our second review letter regarding the revised final plan submission for the Board of Supervisors consideration at their upcoming meeting. There are administration items remaining and the developer would like to remove cul-de-sac and extend Detar Road. Mr. Kuklinski commended Mr. Gibson for taking charge of the jobsite area at Phase II & III, stating that it is a vast improvement over the jobsite at Phase I. No questions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize, based on the recommendations of the Engineer and the Planning Agency, Conditional Final Plan Approval for Douglass Estates Phase II & III and authorize Solicitor Bauer to prepare all documentation necessary. Kuklinski-Aye, Stasik-Aye. Motion passed.

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

Police Department Report – Chief Templin

Statistics for April 2015 – 373 incidents reported, 8 reportable accidents, 15 non-reportable, 39 criminal investigations, 5 criminal arrests, 235 traffic citations, 21 non-traffic citations, 3 parking tickets, money received by the Township \$4,498.01. On April 25, 2015 our police department coordinated efforts with the Montgomery County District Attorney's Office and the Montgomery County Chiefs of Police Association in their Drug Take Back Program. Our host site was Giant Food Stores. Collected at our site was 75.27 lbs. of unused, unwanted and expired medications that was sent to be destroyed properly. Collected throughout Montgomery County was 3,655.86lbs. of unused, unwanted and expired medications that was sent to be destroyed properly. I would like to thank everyone who made this program a success. The programs will continue and we will continue to have our drop off box at the township office, we have collected probably over 25lbs from this drop off box. On May 11, 2015 Officer Daniel Castellucci successfully completed his probationary year of work. I am asking for the Board's vote to move Officer Daniel Castellucci from his probationary status to a permanent one with our police department. No questions were asked.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve Officer Daniel Castellucci be removed from the probationary status to permanent Police Officer status after his successful completion of one year of probationary status on May 11, 2015. Kuklinski-Aye, Stasik-Aye. Motion passed.

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

Solicitor's Report – Paul Bauer

Mountain Mulch – As you may recall, a Motion to Interpret the Settlement Agreement was filed by opposing counsel along with our Motion for Sanctions. A hearing before Judge Drayer has been scheduled for Thursday, May 21, 2015 at 9:30 am in response said motions. I thought there was a mix up with Judges however it is best to proceed with Judge Drayer, if this was a mix up then Judge Drayer will notify the Court.

Gilbertsville Fire Company – Lease – As previously stated the final draft of the lease has been prepared and presented to the Board. Unfortunately, after a few attempts have yet to receive 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 a third letter today to Mr. Haddad requesting a status update. In addition we are in receipt of a hearing notice from Montgomery County Courthouse scheduling this matter for a settlement conference on June 10, 2015 at 10:30.

Trash Ordinance – As you may recall at the last meeting a request was made to revise the existing Trash Ordinance. I am in the process of preparing a draft Ordinance and will have it available for review by the next Board of Supervisors meeting, amending the 2009 ordinance.

Applications which are pending but inactive:

Danny Jake – Hallowell inactive 2 years

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

Highway Department Report – Mike Heydt

Mr. Heydt said that the last two weeks the road crew extended Nelmor Blvd. by 325ft. and removed trees for the right of way on Municipal Drive, pick up trout rodeo supplies, performed roadside mowing, and trimmed trees on Jackson Road. Chief Smith asked for an update on work being performed on Bow Lane, Mr. Heydt replied that the work on Bow Lane should be completed later this week. Mr. Heydt stated that BMMA is having sewer line work done on Grosser Road, Grosser Road will be closed from Cross Road to and Route 100, all businesses in that area will be allowed access off of Gilbertsville Road, Final Results for example, has been notified. Met Ed has put cables on an electric pole on Grosser Road to secure it during construction. No other questions were asked.

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

Open Space/Recreation Committee Report

Mr. Romig stated that the Trout Rodeo was held on Saturday and it was quite successful with over 100 kids. It seems that the idea of holding rodeo later and stocking the pond earlier helped because kids caught more fish this year than the past two years combined. We will have some changes for next year and a few rule changes. This year there will be no open space/rec meetings in June, July or August unless necessary. Mr. Romig thanked the open space committee and all township people who worked behind the scenes, and all the road crew that helped move all the supplies for us and of course the Supervisors for allowing us to purchase the fish with community activities money, and the Mashintonio's for the use of their pond and for obtaining the hot dogs from Sassamansville, and Phyllis from GFC#1 for the hamburgers, Colleen for delivering and helping to serve the food, Josh for his help with the parking, Chief Smith, F&R, and GACAS for donating of their time at the rodeo.

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

Recycling Report – Andrew Duncan

Mr. Duncan stated that roadside trash cleanup was completed by Montgomery County Prison inmate crews on Route 73, Merkel Road, Jackson Road, Mill Street, Swinehart Road, Hill Road, Niantic Road, Wilson Ave, Industrial Drive, Holly Road, Countyline Road, Swamp Pike, Route 100 & interchange. 96 bags were collected on Township roads. I have been working with Kate Ferry with the PA Technical Assistance Grant Program. This firm is analyzing our pay as you throw program to find deficiencies and positives about the program, this was a grant provided through DEP at no cost to the Township and completion is expected by June of 2015, prior to our trash contract expiration, will be asking to act on recommendations provided if needed. A trash study is being conducted in the Cobblestone Development due to a large volume of complaints. No questions were asked.

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

Treasurer's Report – Cynthia O'Donnell

The unpaid bills for May 2015 amounted to \$220,945.60, this is an updated total and includes the following bills in the amount of \$84,806.74 that were received on Monday, May 18th. They were not included in the list prepared on Friday, May 15, 2015 – \$85.00 for CRI, \$46,619.26 for Gilmore & Associates, \$300.82 for Great Eastern Management, \$37,594.06 Keystone Health Plan East, \$207.60 for Washington Mutual Insurance Company. Unusual bills being paid: Boyertown Area YMCA for the Douglass Park Summer Camp, Conrad's Body Shop for police car repairs, Graber Letterin for decals on 2 new police cars, Lindsay's Masonry for repairs to the park monument, Morton Salt Inc, Police Accreditation Consultants LLC, Public Agency Training Council for police education, State Workers Insurance Fund for fire Company insurance, TRM Communications for equipment for new police cars, Waste Zero Inc. for Township trash bags. There are a few budget line items that are currently over budget: 408.313 Engineering Services, 410.740 Police-Capital Purchases-Equipment, 414.110 Planning & Zoning-Commercial Building Inspector, 430.183 Highways-Wages-Overtime, 430.321 Highways-Telephone-Monthly Charges, and 454.361 Parks-Electricity for Congo Road Open Space property. I will prepare a budget amendment for June Board of Supervisors meeting for the above General Fund line items, and for the Recycling Fund for the awarded 902 DEP Grant in the amount of \$130,732.00. An amendment will also be prepared for any costs not included in the original budget for the County Line Bridge replacement, and the construction of the new highway building that are expected to be incurred in 2015. 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. I have been in contact with Kevin Keller from Conrad Siegel Actuaries, who will be preparing the actuarial study for the Other Post Employment Benefits (OPEB) as of January 1, 2015. This study is mandated to be performed every three years, and the information from the study is contained in the Township's annual financial statement. I have received from Kevin a document requesting specific information. I will be working on providing him the requested information. No questions were asked.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize payment of the May 2015 unpaid bills in the amount of \$220,945.60 including additions. Kuklinski-Aye, Stasik-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. Motion passed.

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Thursday June 11th P/A Workshop with Act 209 Committee @ 6pm, P/A Meeting @ 7pm, Monday June 15th BOS Agenda Mtg @ 6:30pm, BOS Meeting @ 7pm.
2. Zern Tract – 60 Day Plan Review Extension Request & Staff Meeting Request (BOS approval required). The manager stated that the P/A recommended a Market Street Staff Meeting.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to approve a 60 Day Plan Review Extension Request for the proposed Zern Tract Subdivision. Kuklinski-Aye, Stasik-Aye. Motion passed.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to approve, based on the P/A recommendation, a Market Street Staff Meeting. Kuklinski-Aye, Stasik-Aye. Motion passed.

3. PMRPC Comprehensive Plan (BOS Review Only) – the manager stated that the P/A recommended approval to the Board of Supervisors. A public hearing is scheduled for June.
4. Advertisement for Act 209 Committee workshop with P/A June 11th @ 6pm, authorization is needed by the Board.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize the manager to advertise a workshop meeting with the Act 209 Committee and the P/A for June 11m 2015 at 6pm. Kuklinski-Aye, Stasik-Aye. Motion passed.

The manager stated that Township Staff will send out thank you letters to those who made donations to the trout rodeo. Copies of the Comprehensive Plan are available to anyone who would like a copy. Mr. Bauer stated that authorization is needed by the Board for a staff meeting for the Gilbertsville Car Wash.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski for authorization for a staff meeting on the Gilbertsville Car Wash. Kuklinski-Aye, Stasik-Aye. Motion passed.

The manager stated that he received an email from Mr. Bauer's office pertaining to the Summer Hill Open Space property to set up a meeting between the Summer Hill HOA and the Gambone Organization for removal of the playground equipment, the Board's authorization is needed to set up the meeting.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize the manager to set up a meeting with the Summer Hill HOA and the Gambone Organization pertaining to the removal of the playground equipment on the Summer Hill Open Space property. Kuklinski-Aye, Stasik-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. Motion passed.

Public Comment

No public comment was given.

Old Business/New Business

Mr. Romig added that he also wanted to thank Township Staff for production and printing of the Rodeo Flyers, one school, Washington Township, did not distribute the flyers so there would have been more kids at the rodeo. Ms. Wills stated that she tried to resolve the issue however the secretary at Washington Township was not available. Chief Smith asked if Ms. Wills went through the Education Center first to get the flyers distributed, Ms. Wills replied yes. Attorney Markofski is representing Mr. Saul owner of 1041 E. Philadelphia Avenue and stated that the old car wash building is in poor condition and is lined with wrecked cars, it is not a functioning car wash and is directly across from a prominent shopping center, this situation requires a decision finally being made, basically this is a junkyard in the middle of town, we need to correct this situation moving forward. The former owner of the car wash was my client and we painted the roof per a Township request. Now a new owner is running this and is not my client. Mr. Saul owns the next door property and he is my client, I am asking the Board to do something about it, perhaps some ordinance has been violated or I suggest to pass an ordinance to correct this issue. Mr. Stasik responded that all information has been turned over to Mr. Bauer. Mr. Bauer stated that the next step is to review what next step to take. Mr. Markofski stated that Mr. Saul is willing to go to court and testify if need be. Mr. Stasik asked for any past or present members of the armed forces to stand up, and he asked for a round of applause to these Veterans, they do not get enough credit – thank you.

Ms. Orner stated that the Pottstown Hospital Chaplain is starting a volunteer program to help Veterans, Mr. Stasik stated that he knows that there is also a program where dogs are trained to help Veterans engage in public activity. Mr. Stouch commented that Election Day is tomorrow so go out and vote, it is important to the Township. No other business was given.

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A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to adjourn the meeting at 7:57pm. Kuklinski-Aye, Stasik-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, June 15th, 2015 @ 7:00 pm.

Respectfully submitted by,
Marcy Meitzler