

The meeting of the Douglass Township Board of Supervisors was called to order at 7:03 P.M. Attending were V. Chairman Anthony Kuklinski, Supervisor Fred Ziegler and Supervisor-Elect Alan Keiser, Mike Heydt, Andy Duncan, Bob Dries, Peter Hiryak, Chief Templin, and 21 residents.

Mr. Kuklinski led the Pledge of Allegiance to the flag.

District Justice Maurice Saylor was present to administer the Oath of Office to Supervisor Elect Mr. Alan Keiser while Mrs. Karen Keiser held the Bible. Mr. Keiser took his seat at the Board of Supervisors table.

#### Reorganization Meeting for the Year 2016

The Board of Supervisors authorized Manager Peter Hiryak to act as Temporary Chairman. The meeting was turned over to Manager Peter Hiryak as Temporary Chairman to conduct the nominations for Chairman and Vice-Chairman of the Board of Supervisors. The Manager asked for nominations for Supervisor Chairman.

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

The Manager asked for nominations for Vice-Chairman of the Board of Supervisors.

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

Chairman Kuklinski asked Manager Hiryak to continue with the nominations for Appointments. The manager continued with nominations for appointments as listed on the Agenda.

A motion to appoint Mr. Paul Bauer of Bauer & Associates, Attorneys At Law as Board of Supervisor Solicitor, at the same rate in 2016, was made by Mr. Ziegler, seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Mr. Hiryak stated that Mr. Charles Garner of Wolf, Baldwin and Associates has asked not to be reconsidered for the P/A Solicitor nomination. Mr. Hiryak stated the Mr. Matt Doll of Boyd & Karver was highly recommended to him and asked the Board for a nomination for Matt Doll, at the rate of \$125.00 per hour, or other nominations for consideration.

A motion was made by Mr. Kuklinski to nominate Mr. Matt Doll of Boyd & Karver, at the rate of \$125.00 per hour, as Planning Agency Solicitor, no other nominations were given, Mr. Ziegler seconded the nomination of Matt Doll as the Planning Agency Solicitor. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to appoint Mr. Robert Brant as Conflict Solicitor. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Gilmore & Associates, Mr. Josh Hagadorn, as Township General Engineer, at the rate of \$105.00 per hour, and Gilmore & Associates as Traffic Engineer was made by Mr. Kuklinski, seconded by Mr. Ziegler. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

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

A motion to appoint Peter J. Hiryak as Township Manager was made by Mr. Ziegler, seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

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

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

A motion to appoint Mark John as Building Inspector/Plan Review for both Residential & Commercial/Assistant Zoning Officer, at the rate in 2016, was made by Mr. Keiser, seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

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

A motion to appoint Barry Templin, under contract until June 2018, as Police Chief was made by Mr. Ziegler, seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-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. Keiser-Aye, Kuklinski-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. Keiser. Keiser-Aye, Kuklinski-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. Keiser. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Chairman Tony Kuklinski as the Chief Administrative Officer for the Pension Funds was made by Mr. Keiser, seconded by Mr. Ziegler. Keiser-Aye, Kuklinski-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 in the Township was made by Mr. Ziegler, seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

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

A motion to appoint Berks EIT Bureau as the Earned Income Tax Collector and Local Services Tax Collector was made by Mr. Keiser, seconded by Mr. Ziegler. Keiser-Aye, Kuklinski-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. Keiser, seconded by Mr. Ziegler. Keiser-Aye, Kuklinski-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. Keiser, seconded by Mr. Ziegler. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

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

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

A motion to appoint Garry Schmoltze as Assistant Emergency Coordinator was made by Mr. Ziegler, seconded by Mr. Keiser. Keiser-Aye, Kuklinski-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. Keiser. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

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

A motion to appoint Josh Hagadorn, 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. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

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

A motion to appoint Roger Updegrave as an Alternate on the Zoning Hearing Board for a three year term was made by Mr. Ziegler, seconded by Mr. Keiser. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion to recommend Robert Brandt to the Zoning Hearing Board as their Solicitor, at the rate of \$135.00 per hour, and Tom Keenan as Alternate Zoning Hearing Board Solicitor, at \$135.00 per hour, was made by Mr. Ziegler, seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Carl Adams to the Planning Agency for a four-year term was made by Mr. Ziegler, seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Joe Richardson to the Planning Agency for a four-year term was made by Mr. Ziegler, seconded by Mr. Keiser. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion to Establish the Standard Mileage Rate at (2016 Federal Rate .54 cents per mile) was made by Mr. Ziegler, seconded by Mr. Kuklinski in order to follow the Federal Guidelines. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

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

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

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

A motion to appoint Gary Carpenter, Sam Hunter, Tom Link, Ed Reitz, Tom Wynne, Tom Yarnall, Josh Hagadorn, Greg Herb, Roger Updegrave, and Greg Gress to the Act 209 Advisory Committee was made by Mr. Ziegler, seconded by Mr. Keiser. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Peter Hiryak, temporarily, to the Emergency Services Board Voting District #2, until another representative can be appointed, was made by Mr. Keiser, seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion to appoint Robert Dries to the BMMA Board for a five-year term was made by Mr. Ziegler, seconded by Mr. Keiser. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

The manager asked the Board if he should continue with the remainder of the meeting, Chairman Kuklinski asked him to proceed.

The manager asked if there was any changes or corrections to the December 21<sup>st</sup>, 2015 Board of Supervisors minutes, no changes or comments were given.

A motion was made to approve the minutes of December 21<sup>st</sup>, 2015 Board of Supervisors meeting by Mr. Ziegler, seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

The Manager reviewed the schedule of upcoming 2016 meetings as follows:

- a. Tuesday, January 5<sup>th</sup> @ 6pm – Elected Board of Auditors Meeting, Reorganization - The Manager will be attending.
- b. Thursday, January 14<sup>th</sup> @ 7pm-P/A Reorganization Meeting.
- c. Tuesday, January 12<sup>th</sup>, 2016 C.O.G. @ 7pm, at West Pottsgrove.
- d. Tuesday, January 19<sup>th</sup> @ 6:30pm BOS Agenda Mtg, BOS Mtg @ 7pm, Open Space/Recreation Committee @ 6pm.

Public Comment

No comments were given.

Old Business/New Business

No old business or new business was given.

A motion was made to adjourn the meeting at 7:25pm by Mr. Ziegler, seconded by Mr. Kuklinski. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Respectfully submitted by,  
Marcy Meitzler