

The meeting of the Douglass Township Board of Supervisors was called to order at 7:02 P.M. Attending were Chairman Tony Kuklinski, Vice-Chairman Fred Ziegler, Supervisor Alan Keiser, Solicitor Robert Brant, Josh Hagadorn from Gilmore & Associates, Chief Templin, Bob Dries, Mike Heydt, Andy Duncan, Pete Hiryak, Cynthia O'Donnell and approximately 28 residents.

Mr. Kuklinski led us in the pledge of allegiance. Mr. Kuklinski asked if there were any changes, corrections, or comments on the minutes of April 4th, 2016 Board of Supervisors Meeting, no comments, changes, or corrections were given.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to approve the minutes of April 4th, 2016 Board of Supervisors Meeting. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Mr. Kuklinski asked if there were any changes, additions, or corrections to the April 18th, 2016 Agenda, no changes were given.

A motion was made by Mr. Keiser, seconded by Mr. Ziegler to approve the agenda of April 18th, 2016 as presented. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Gilbertsville Ambulance Report – Garry Schmoltze

For the month of March 2016 GACAS handled 115 calls for service: 16 Boyertown, 4 Colebrookdale, 49 Douglass, 4 Earl, 1 East Greenville, 1 Lower Potts, 22 New Hanover, 1 Pennsburg, 5 Pottstown, 2 Upper Frederick, 7 Upper Pottsgrove, and 3 West Pottsgrove. Transported 77, 11 refusals, 9 no patient found, 17 cancellations, 1 DOA. Unit Responses: 332-2 83, 332-4 29, and 3 special service. Admission Summary Report: Grand View 1, Lehigh 9, 4 Phoenixville, 51 Pottstown, 5 Reading Hospital, and 1 St. Joseph's. Vehicle Maintenance: Routine maintenance continues on the vehicles, report to be submitted by Lt. of Engineering. Training: Currently volunteer & career staff taking mandatory blood borne pathogens course on line, set up CPR/AED training for Gilbertsville Fire & Rescue, gave Upper Pottsgrove Fire Company tour of building and equipment operations, gave New Hanover Fire Company tour of building and equipment operation. Public Relations: Pottsgrove Little League Opening Ceremony April 16th, 2016, New Hanover Recreation Touch-A-Truck April 16, 2016, receiving commendations from Marcy Toepel April 19, 2016. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to accept the GACAS Report as given. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Fire & Rescue Report – Chief Ricky Smith

March 2016 calls for service 27: 2 fires, 1 brush/trash fires, 7 fire alarms/CO2 alarms, 1 vehicle accident, 2 vehicle rescues, 1 investigation, 6 fire police, 4 assist to other departments. Assists: 1 Boyertown, 2 New Hanover, 3 investigations, 4 fire police, 7 assists to other departments (5 Boyertown, 2 New Hanover). Completed Trench Rescue Awareness Training, Fire Safety Training along with Douglass Township Police at Playmation Day Care. Fund Drive Letter sent out two weeks ago, we have received \$12,452.00 so far. No questions were given. Fire Marshal Report: fire investigation on March 6th at 1453 E Philadelphia Avenue rear, investigation with Codes & Inspections along with Montgomery County Health Department at 200 Gilbertsville Road, investigated a fire at 890 Swinehart Road. There was a loss of \$285,000 in March due to fires. No questions were given.

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

Gilbertsville No. 1 Report – Ms. Wannita Kollar

Ms. Kollar stated that there are four events remaining in April and there are eight events booked for May. There will be a Mother's Day Brunch. Ms. Kollar asked the manager to set up a meeting with the Supervisors and the Fire Company. No questions or comments were given.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to accept the Gilbertsville No. 1 Report as given. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Police Department Report – Chief Templin

Statistics for March 2016: 390 incidents reported, 8 reportable accidents, 10 non-reportable, 18 criminal investigations, 11 criminal arrests, 154 traffic citations, 12 non-traffic citations, 4 parking tickets. Monies received by the Township \$5,375.64. Chief Templin thanked Representative Marcy Toepel and her office staff for the award presentation held earlier this evening. On April 7, 2016 Chief Templin applied for the Bullet Proof Vest Partnership Grant Program through the Bureau of Justice Assistance. The program matches up to 50% reimbursement of the cost of the bullet proof vest purchased by our police department. I would like to publicly thank Robert Mitchell, a resident of Douglass Township, for his generous monetary donation to our police department. A letter of thanks was sent to him from our police department. On May 12, 2016 our police department will be joining Gilbertsville Fire & Rescue on VFIS Highway/Scene Safety Training to be held at their facility. On April 7, 2016 Zachary Zechman, a student at Alvernia University, completed his internship with our police department. Zachary had to complete 252 hours of time with our police department. I want to wish Zachary the best in his future endeavors in law enforcement. No other questions were asked.

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

Engineer's Report – Josh Hagadorn, Gilmore & Associates

Municipal Parking Lot Grant Application – Mr. Hagadorn stated that the Montco 2040 Grant Application submittal deadline is May 1st, 2016 for improving the access drive to the Municipal Building, ADA ramps, extending the walkway to the asphalt driveway, planting more trees and shrubs, installing a large rain garden to catch water overflow. Montgomery County is looking at this project as a model for Main Street Greenways. There is a 20% match required by the Township, this may include work in-kind and engineering costs.

Countyline Road Bridge Update – 1 bid was received for the pre-cast structure, the bid timeframe for construction has been extended to allow for more competitive bids Mr. Hagadorn also stated that he submitted Specht Road cleanup paperwork.

Frain Subdivision – Mr. Karver stated that this is the second phase of the Frain Subdivision. The first phase is has been completed and the second phase is a natural subdivision on the Frain property. The reason for two phases is that the County only allows 2 acres subdivided per year from properties enrolled in the Act 309 land preservation. The Planning Agency has recommended approval to the Board of Supervisors. No questions were asked.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve Phase II of the Frain Subdivision and authorized Mr. Brant to prepare a Resolution for the Frain Subdivision Phase II. Keiser-Aye, Kuklinski-Aye, Ziegler-Nay. Motion passed. The manager stated that he received the Final (Clean) Plan, the paperwork will be finalized at the May 2nd meeting.

Clover Hill – Mr. Karver asked if the Board would consider signing the Settlement Stipulation for this Subdivision, Mr. Brant stated there was a challenge to the ordinance involving this subdivision in the past and your client has revised the development plan that will resolve the pending litigation appeal. The revised plan proposes three large lots for single family homes with a single shared driveway on Niantic Road. An authorization for Mr. Brant to proceed with the Resolution & Stipulation Agreement is required.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize Mr. Brant to proceed with the Resolution & Stipulation Agreement for the Clover Hill Subdivision. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed. Mr. Hagadorn stated that there is a site line easement for lot 14 in another Township.

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

Solicitor's Report – Robert Brant

Mr. Brant stated that since accepting the Board of Supervisor Solicitor position he must resign as the Zoning Hearing Board Solicitor however it has been a pleasure to serve the Township as the ZHB Solicitor.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to accept the resignation letter from Robert Brant as Zoning Hearing Board Solicitor. Kuklinski-Aye, Keiser-Aye, Ziegler-Aye. Motion passed.

Quigley Bus Service – There will be a staff meeting on Thursday April 21st at the Township Building.

Wynstone Development – There was a meeting on Friday on this matter with the County, PennDot, Turkey Hill Representatives, and New Hanover Township. Approximately 14 people attended the meeting. The discussion involved how to improve the intersection at 73 & Gilbertsville Road. The Developer for the proposed Turkey Hill wants the store located at that intersection and has a new traffic study for that area and would like it reviewed by the Township at the developers cost, the County, PennDot and our engineer would be involved with the review. Mr. Hagadorn stated that the idea is for the developers to work together to improve the intersection using the new traffic study, G&A will submit a cost and time estimate to complete the review.

Emergency Operation Plan Resolution – The BOS did not review this prior to the meeting and deferred this until the next Board meeting in May. No questions were asked.

Applications which are pending but inactive:

Danny Jake – Hallowell inactive 2 years

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

Highway Department Report – Mike Heydt

Mr. Heydt stated that they have been working on building a retaining wall at the highway building, poured concrete for the new pavilion at the Libor Open Space property, repaired ditches, trimmed trees, repaired the salt equipment, finished pipework on Specht Road, and repaired the ditch on Cross Road. We will be working on repairing potholes during the next couple of days.

A motion was made by Mr. Keiser, seconded by Mr. Ziegler to accept the Highway Report as given. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Open Space Report – Randy Romig

Mr. Romig stated that Roger Updegrave has done an excellent job in soliciting for donations for the Trout Rodeo, he has collected \$1,350.00 to date. Some of the open space/rec committee members have given donations, also Ron Davidheiser has donated rod & reel prizes. Mr. Romig asked Mr. Stouch if he could help park cars at the Rodeo, Mr. Stouch agreed. Mr. Romig asked for the manager's help in finalizing some final plans for the rodeo, Mr. Hiryak asked him to contact him later this week. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to accept the Open Space Report as given. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Treasurer's Report – Cynthia O'Donnell

The total bills to be paid for April 2016 are \$232,578.13. The unusual bills were AP Service & Supplies, Berks Products for concrete, Boyertown Area School District for per capita bills, Brown & Brown Insurance, Eugene Musser for Health Insurance, Jerry's Sport Center for ammo, Levan Machine & Truck Equipment for hydraulics repair, Manderbach Ford for new highway and new recycling truck chasis, MCPC for planning assistance, SAMR for electronics recycling, and Susquehanna Municipal Trust for second payment to Workers Comp.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to authorize payment of the bills for April 2016. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

The second reimbursement request for the Recycling 902 grant was received in the amount of \$55,721.00. We attended the Applicants Briefing for Snow Assistance today at the Montgomery County Public Safety Training Campus. We submitted the Request for Public Assistance at the briefing today. On May 10th we are scheduled to attend a Kick Off meeting, where the documentation we prepared for reimbursement will be reviewed. FEMA is reimbursing 75% of costs incurred during a 48 hour period for the snow event on January 22nd & 23rd. Our initial cost submission is \$50,697. Income for the General Fund is 35% ahead of 2015. The increase is due to an extra month of Earned Income Tax payments received in 2016, and early collection of Real Estate Taxes. Income for the Recycling Fund, trash bag sales is 9% ahead of last year due to the bag price increase. Bulk Sticker Sales and Recyclable Sales are also ahead of last year by over \$1,000 each. No questions or comments were given.

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

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Monday, May 2nd ESB @ 6pm, BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Thursday, May 12th P/A Meeting @ 7pm.
2. Judi Wills – Presidential Estates Open Space Land - Ms. Wills stated that the Presidential Estates HOA is considering selling off a portion of their open space land to adjoining homeowners and gave information on the proposal for the Board of Supervisors and Solicitor to review for the next meeting.
3. Resolution for Municipal Parking Lot Grant Application (BOS Authorization Required). A Resolution is required for this application for the Montco 2040 Grant which requires a Township match of 20% or a match of in-kind construction work or engineering, the submittal deadline is May 1st and the Township will find out the funding results in June 2016. Mr. Hiryak thanked everyone who worked on the grant process for their time and effort.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to adopt the Resolution for the Municipal Parking Lot Grant Application. Kuklinski-Aye, Keiser-Aye, Ziegler-Aye. Motion passed.

4. Police Contract, Employee Wage Sheet, Manager contract Extension – the manager stated that the police contract has been signed by all the Officers avoiding arbitration, with a 3 year contract 2% increase each year retroactive to January 1st, 2016. The Manager's Contract has been extended for 2 years with an increase retroactive to January 1st, 2016. The manager stated that the Board received the non-uniform wage sheet to review with a proposed 3% wage increase retroactive to January 1st, 2016.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve the Non-Uniform Wage Sheet at a 3% increase retroactive to January 1st, 2016. Keiser-Aye, Kuklinski-Aye, Ziegler-Nay. Motion passed.

5. Correspondence from Montgomery County – Re: Swamp Pike Winter Maintenance, the County would like us to take over winter maintenance on Swamp Pike and are offering the Township \$2,030.00 for review by the Board, the County also has a salt storage bin at our highway building that would be turned over to us if the Board chooses to accept the proposal. The Board tabled this for a future meeting.
6. Correspondence from Village Green HOA – Re: Playground Equipment, Mr. Duncan from Village Green stated that the 1985 equipment is old and unsafe, the HOA wants to redo the equipment with help from the Township on favorable funding. The Board & Solicitor will review this proposal.
7. Fire Police Appointment – Aaron Scott (BOS Authorization Required), the background check information is on file.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to appoint Aaron Scott to the Special Fire Police. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

No questions were give on the manager's report.

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

Public Comment

Mr. Brumwell asked if the Police Contract is for public review, Mr. Kuklinski stated that now that it is signed it is public. Mr. Brumwell stated that he didn't like the idea that it is signed sealed and delivered without the public knowing about it, Mr. Kuklinski stated that he has made this transparent as we were going through the negotiation process. Mr. Brumwell asked if the non-uniform get 3% a year, Mr. Kuklinski stated that the non-uniform wage gets reviewed every year, the new police contract is a 3 year contract at a 2% increase each of those 3 years. No other comments were given.

Old Business/New Business

Mr. Kuklinski stated that Mr. Stouch asked to be re-appointed to the Emergency Services Board after a brief absence, a motion is needed by the Board of Supervisors.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to re-appoint Mr. Stouch to the Emergency Services Board. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to adjourn the meeting at 7:50pm. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, May 2nd, 2016 @ 7:00 pm.

Respectfully submitted by,
Marcy Meitzler