

The meeting of the Douglass Township Board of Supervisors was called to order at 7:01 P.M. Attending were Chairman Tony Kuklinski, 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 26 residents/developers.

Mr. Kuklinski led us in the pledge of allegiance and announced that Mr. Ziegler had a reaction to his medication and would not be attending the meeting. Mr. Kuklinski asked if there were any changes, corrections, or comments on the minutes of May 16<sup>th</sup>, 2016 Board of Supervisors Meeting, no comments, changes, or corrections were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve the minutes of May 16<sup>th</sup>, 2016 Board of Supervisors Meeting. Keiser-Aye, Kuklinski-Aye. Motion passed.

Mr. Kuklinski asked if there were any changes, additions, or corrections to the June 20<sup>th</sup>, 2016 Agenda, no changes were given.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to approve the Agenda of June 20<sup>th</sup>, 2016 as presented. Keiser-Aye, Kuklinski-Aye. Motion passed.

#### **Gilbertsville Ambulance Report – Garry Schmoltze**

For the month of May 2016 GACAS handled 121 calls for service: 5 Boyertown, 1 Colebrookdale, 53 Douglass, 2 Earl, 45 New Hanover, 2 Pottstown, 4 Upper Frederick, 3 Upper Pottsgrove, 1 Bally, 1 Lower Pottsgrove, 1 Pennsburg, 1 Upper Hanover, and 2 Washington Twp. Transported 91, 17 refusals, 7 no patient found, 13 cancellations, 2 expired on scene, 2 transferred from Chief to EMS Unit, and 1 no treatment required. 65 ALS calls dispatched, 56 BLS calls dispatched. Admission Summary Report: Lehigh 4, 8 Phoenixville, 60 Pottstown, 5 Reading Hospital, 1 Einstein Medical, 1 Paoli, 1 Quakertown. Training: Chief Schmoltze taught a Bloodborne Pathogens and Infectious Diseases Class. Chief Schmoltze announced that 2 members of GACAS will be receiving Lifesaving Awards. No questions were asked.

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

#### **Fire & Rescue Report – Chief Ricky Smith**

May 2016 calls for service: 2 vehicle fires, 1 wire fire, 1 brush/trash fire, 1 fire alarms/CO2 alarms, 2 vehicle accidents, 1 special service, 5 fire police, 3 assist to other departments. Assists: 2 Boyertown, 1 Upper Pottsgrove. Trained with police department on Highway Scene Safety, Chief 332 gave training on Bloodborne Pathogens and Infectious Diseases. No questions were given. Fire Marshal Report: Chief Smith reported that he did a walk through fire inspection at the new PLCB store in the Gilbertsville Shopping Center (1 hour). Chief Smith stated that extreme caution should be used on Route 100 while blacktopping is ongoing, 3 motorcycle accidents have occurred because of catching on the lip of the blacktopping. No questions were given.

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

#### **Gilbertsville No. 1 Report – Wannita Kollar**

Ms. Kollar reported that there are 2 more events remaining in June and 4 events booked for August. They are working on details for Bike Night in August.

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

**Police Department Report – Chief Templin**

Statistics for May 2016: 365 incidents reported, 5 reportable accidents, 11 non-reportable, 25 criminal investigations, 8 criminal arrests, 134 traffic citations, 4 non-traffic citations, 1 parking ticket. Monies received by the Township \$5,621.17. On June 11<sup>th</sup> our police department provided safe passage for approximately 100 motorcycles in an event known as Tyler's Ride. This event is to honor the memory of Tyler Dierolf who was killed in a motorcycle accident on June 7<sup>th</sup>, 2015 and to raise awareness. On June 12<sup>th</sup> our police department participated in a Law Enforcement Appreciation Service at Morning Star Church in Bechtelsville PA. I would like to request permission from the BOS to permanently dispose of police records from the Douglass Township Police Department archives that have reached their statute of limitations. This would require a resolution to be drawn up by our Township Solicitor. The BOS instructed Solicitor Brant to draw up a Resolution to dispose of Police Department, Zoning, Planning, and Administration documents that have reached their statute of limitations in accordance with the Municipal Records Manual.

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

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

*Douglass Township Highway Maintenance Building* – We prepared revised site layout plans that were submitted to the Township on June 13, 2016. We are assisting Township staff in the review of the Mechanical, Electrical, and Plumbing drawings.

*Zern Tract (101 Jackson Road)* – Revised plans have been submitted and are under review, and a review letter will be issued prior to the July Planning Agency meeting.

*Specht Road Culvert Replacement* – A revised final plan was submitted to PADEP on June 1, 2016 proposing final site cleanup activities related to the culvert replacement.

*Quigley Bus Service* – A follow-up meeting was held on May 6, 2016 between the traffic engineers to further discuss traffic impacts. On June 7, 2016 a traffic review memo was issued, following additional traffic counts being submitted by the applicant's traffic engineer. The traffic memo was discussed at the June 9, 2016 P/A meeting, and further communication between the traffic engineers is required.

*Sealstrip Building Addition* – Revised plans have been submitted and are under review, and a review letter will be issued prior to the July P/A meeting. There were no questions on the Engineer's Report.

Mr. Dries showed the plans for the new highway maintenance building and gave a brief update on the project.

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

**Solicitor's Report – Robert Brant**

Mr. Brant announced that the Board met at 5pm this evening regarding a litigation matter, no votes or decisions were taken and apologized for not announcing this earlier in the meeting.

*Donnelly Tract* – Middle Creek Road, Preliminary Plan Resolution & Waiver Request. Mr. Brant announced that Resolution 06201602 for Preliminary Subdivision approval of the Donnelly Tract Residential Cluster Subdivision has been prepared for consideration by the Board.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser for approval of Resolution 06201602 for Preliminary Subdivision Approval of the Donnelly Tract Residential Cluster Subdivision. Keiser-Aye, Kuklinski-Aye. Motion passed. The manager asked Mr. Gambone when he expects the start of construction for this subdivision, he replied 2017. The manager also asked what the plans are for the removal of the playground equipment at Summer Hill, Mr. Gambone stated that he will reach out again to Mr. Caruso of the Summer Hill HOA.

*Berks Earned Income Tax Bureau – Delinquent Tax Collection Ordinance, Fees not to exceed 25% of amount collected.* Authorization is needed to prepare and advertise ordinance.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to authorize Mr. Brant to prepare and authorization to advertise the Delinquent Tax Collection Ordinance. Keiser-Aye, Kuklinski-Aye. Motion passed.

Applications which are pending but inactive:

Danny Jake – Hallowell inactive 2 years

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

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

Mr. Heydt stated that they have been working on blacktopping, roadside mowing, patching potholes, and cementing the top of the wall at the highway building. Mr. Sell commented that whoever is doing the roadside mowing is doing a nice job, Mr. Heydt stated that Nick Bardman the newest member of the highway crew has been doing the roadside mowing, he is a resident of the Township. Mr. Heydt stated that there was 1 bid received, Chip Reed of Reed Paving, for road project equipment rentals. Mr. Heydt stated that this is for equipment rental only, the road crew will do the work and he asked the Board to award to bid to Reed Paving.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to award the road project equipment rental bid to Chip Reed of Reed Paving. Keiser-Aye, Kuklinski-Aye. Motion passed.

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

#### **Recycling Department Report – Andrew Duncan**

Trash Survey- Mr. Duncan stated that the trash collection contract is up for renewal this year and asked the Board for approval for a Tash Survey to be mailed to the residents to collect information on the opinions of our residents for a solution to the trash situation and also asked for approval for postage for these mailings.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve a Trash Survey to be mailed out to the residents of Douglass Township and approval of the required postage for these mailings. Keiser-Aye, Kuklinski-Aye. Motion passed.

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

#### **Treasurer's Report – Cynthia O'Donnell**

The total bills to be paid for June 2016 are \$291,803.91. The unusual bills were Aqua Water (3 months of water hydrant fees), Betty Musser (Enumerator fee), YMCA (Summer Camp), ER Property Services, Lancaster Truck Bodies (Recycling Truck and a Highway Truck), Larry's Home Design (new highway building plans), Morton Salt (ice melt), Omega Systems (new server), and Red The Uniform Tailor (Police Uniforms).

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

Chief Smith asked if we could get proof of hydrant maintenance from Aqua Water Company, there are a few that need to be flushed out and some need repairs.

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

**Manager's Report - Pete Hiryak**

1. The Manager reviewed the upcoming meetings as follows: Monday, July 18<sup>th</sup>, 2016 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Thursday July 14<sup>th</sup> P/A Meeting @ 7pm, no workshop scheduled.
2. DCED Recreation Grant – Township Parking Lot & Douglass Park – Resolution approval and approval for \$100 application fee needed.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to adopt the DCED Recreation Grant Resolution for improvements to the Township Parking Lot and Douglass Park and approval to pay a \$100.00 Grant Application Fee. Keiser-Aye, Kuklinski-Aye. Motion passed.

3. Berks EIT Municipality Alternate Nomination Support (Rich Sichler, Washington Township Manager). A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to support Rich Sichler, Washington Township Manager, as the Berks EIT Municipality Alternate Nomination. Keiser-Aye, Kuklinski-Aye. Motion passed.
4. GACAS Flag Day Service/Memorial will be June 22<sup>nd</sup> at 5:45pm followed by Board Meeting.
5. Annual Bike Night – Saturday August 20<sup>th</sup>, authorization for manager to submit application for road closure and contact insurance company for the event. The Board was in agreement to authorize the manager to apply for the road closure permit for Bike Night and also authorization to contact insurance company for coverage involving the event.
6. Correspondence – Letter from resident, Re: children playing in street. Several residents from E. Spruce Street discussed their concerns over children playing hockey in the street, parents drop them off and the kids sit in the middle of the street, leave trash all over, and also walk through private property, block the street and driveways, they have contacted the police department. When the police tell them to leave the kids come back later or they just move further up the street. Mr. Kuklinski told the residents that the Chief will stay on this and to just keep calling the police department when it happens. Chief Templin stated that they should contact the police department the next time it occurs and the police will respond and obtain the names of the kids involved if necessary.
7. Montgomery County 2040 Implementation Grant Notification – the manager stated that 7 Municipalities received grants, Douglass received the highest amount of \$150,000.00 for Phase I for the parking lot improvements for 2017-2018. The manager thanked Mr. Hagadorn and Circuit Rider Justin Keller for all their help involved with this grant.

No questions were given on the manager's report.

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

**Public Comment**

No comments were given.

**Old Business/New Business**

Mr. Kuklinski recognized Josh Leshinskie from Scout Troop 36, who was attending the meeting as part of his Citizenship Badge. Mr. Kuklinski stated that the Township is Scout friendly, many open space projects have been completed by Scouts. Mr. Sell reminded everyone about the upcoming Relay for Life, and team Sell- A- Brate at the Boyertown Community Park.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to adjourn the meeting at 7:49pm. Keiser-Aye, Kuklinski-Aye. Motion passed.

**The next Board of Supervisor's meeting will be held on Monday, July 18<sup>th</sup>, 2016 @ 7:00 pm.**

Respectfully submitted by,  
Marcy Meitzler