

The meeting of the Douglass Township Board of Supervisors was called to order at 7:02 P.M. Attending were Chairman Tony Kuklinski, Supervisors Alan Keiser and John Stasik Jr., Solicitor Robert Brant, Sgt. Steffie, Pete Hiryak, Mike Heydt, Andrew Duncan, Robert Dries, Cynthia O'Donnell and approximately 23 residents/developers.

Mr. Kuklinski led us in the pledge of allegiance. Mr. Kuklinski asked if there were any changes, corrections, or comments on the minutes of August 21<sup>st</sup>, 2017 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 August 21<sup>st</sup>, 2017 Board of Supervisors Meeting. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Kuklinski asked if there were any questions, comments, or corrections to the September 18<sup>th</sup>, 2017 Board of Supervisors Agenda, no questions, comments, or corrections were given.

A motion was made by Mr. Stasik, seconded by Mr. Keiser to approve the September 18<sup>th</sup>, 2017 Board of Supervisors Agenda as presented. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

### **Public Hearing**

Mr. Brant open the public hearing at 7:02pm stating that this public hearing is for proposed Ordinance 2017-05, Vacating a Portion of a Paper Street known as "James Street" as part of the Gilbertsville Veterinary Hospital formal Petition to Vacate the paper street known as James Street. Mr. Brant stated that the Township Exhibit List consists of: T-1 Petition to Vacate a portion of James Street filed by Mark W. Hanlon and Diane S.D. Hanlon dated August 25, 2017, T-2 Legal Notice – request to advertise emailed to The Mercury on September 1<sup>st</sup>, 2017, T-3 Correspondence to the Montgomery County Law Library on September 1<sup>st</sup>, 2017 transmitting an attested copy of the Ordinance, T-4 Verification of Marcy Meitzler, Township Secretary, mailing the Legal Notice to adjoining property owners on September 5<sup>th</sup>, 2017, T-5 Proof of Publication – Publication date: September 5<sup>th</sup>, 2017, and T-6 Ordinance No. 2017-05 – An Ordinance of Douglass Township, Montgomery County, Pennsylvania, Vacating and Closing a Portion of a Paper Street known as "James Street". Mr. Brant stated that each adjoining property would basically receive 10 additional feet of property, the Land Development Plan shows James Street as vacated unused property. Mr. Brant asked Mr. Picardi if he had any comments, Mr. Picardi requested that James Street be vacated. Mr. Brant asked if there was any public comment, none was given, Mr. Brant asked the Board of Supervisor if they had any questions or comments, none were given. Mr. Brant closed the public hearing at 7:05pm for the Board to make a motion.

A motion was made by Mr. Stasik, seconded by Mr. Keiser to approve Ordinance No. 2017-05 for Vacating a Portion of Paper Street known as "James Street". Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Picardi asked if he should record the vacating papers, Mr. Brant stated that the vacating papers should be recorded with the Land Development Plan.

### **Gilbertsville Ambulance Report – Andy Duncan**

August 2017: 113 calls for service. 76 Patients transported, 13 cancellations, 4 no patient found, 11 refusals, 1 DOA, 6 no treatment required, 57 ALS, and 58 BLS. Douglass 53, New Hanover 24, Upper Pottsgrove 12, Boyertown 10, Earl 2, Pottstown 9, Upper Frederick 2, and Bally 1. 2017 calls to date are 872. Admission Summary: Pottstown 55, 9 Lehigh, Phoenixville 3, Reading 6, Quakertown 2, and Grandview 1. Routine maintenance continues on the vehicles, and online training is ongoing with McNeil.

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

**Recycling Report – Andy Duncan**

Leaf collection will begin Monday October 23<sup>rd</sup> and will end on Friday December 1<sup>st</sup>, 2017. There will be no leaf collection on Thursday, November 23<sup>rd</sup> (Thanksgiving) or Friday November 24<sup>th</sup> (Black Friday). Mr. Duncan stated that he will need to hire two part time workers for leaf collection at \$14/hr. The 904 Grant Application was submitted to DEP. There is still leaf compost and mulch available. Mr. Duncan stated that he was working on Trash Bag Bids within next meeting. Mr. Kuklinski asked if there were any questions for Mr. Duncan, Carl Hiryak thanked Mr. Duncan and the Gilbertsville Ambulance Service for helping him with a neighboring ambulance service assist payment issue.

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

**Fire & Rescue Report – Chief Rick Smith**

Fire Report for August 2017: 1 fire, 1 wire, 2 brush/trash fires, 3 fire alarm/CO2 alarm, 1 hazardous material, 3 EMS assists, 6 fire police, an 5 assists to other departments. 3 EMS assists were to station 332. 1 fire assist to station 37 and 1 standby to station 27 (Norristown) and 3 assists to station 27 (Norristown). Bike Night was a huge success in August, and a lot of man hours have been put in cleaning and making repairs to the firehouse. No questions or comments were given.

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

**Gilbertsville No. 1 Report**

No report was given.

**Police Department Report – Sgt. Steffie**

Statistics for August 2017: 380 calls for service, 8 reportable accidents, 11 non-reportable, 12 criminal investigations, 15 criminal arrests, 134 traffic citations, 10 non-traffic citations, 2 parking tickets, total monies received by the Police Department in August were \$4,696.26. On September 8<sup>th</sup> the department held a road check and had two DUI, 12 citations, and 1 non-traffic citation. On September 13<sup>th</sup> the fire company held a function for cub scouts to view the police cars and fire company equipment. On October 1<sup>st</sup> there will be a Child Safety Seat Installation function held at Fire & Rescue, the police department will be enforcing Child Seat Safety Laws within the next two weeks. On October 19<sup>th</sup> we will be having a mock inspection for Accreditation in preparation for Accreditation in February 2018. This department has been accredited since 2003. On October 18<sup>th</sup> from 10am-2pm we will be holding the 14<sup>th</sup> Annual Drug Take Back Program here at Douglass Township we also have a drop off box here in the Township Office.

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

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

*Diamond Appaloosa Ranch – Sassamansville Rd, Draft Grading Permit/DEP Regulations* – Mr. Hagadorn stated that he had a site visit at this property and recommends that waivers be granted by the BOS for Sections 406 & 408, no storm water can be concentrated, silt fences must be installed, a preconstruction meeting should be scheduled with the Township and G&A, and an escrow setup for EMS control.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve waivers on Sections 406 and 408 based on the recommendation of Gilmore & Associates for the Grading Permit for Diamond Appaloosa Ranch contingent upon no storm water be concentrated, silt fencing be installed, a pre-construction meeting be scheduled with G&A and the Township, and an escrow be setup for EMS sediment control. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Hagadorn stated a walk through was done for Cobblestone Crossing Phase III for possible completion set for October 2017. The MS4 has been submitted early and we are waiting for the DEP review before March 2018 and he has just reviewed GVH Land Development Plans. Mr. Sell asked what is going on with the County Line Road Bridge situation, Mr. Hagadorn replied that he has not heard anything from DEP, they are reviewing a remediation plan from Global Metals. No other questions were given.

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

**Solicitor's Report – Robert Brant**

Stafy Preliminary Plan & Waiver Resolution – Mr. Brant stated that the Stafy Subdivision Plan consists of 7 building lots, waivers, and fee in lieu of trees. A Preliminary Plan Resolution has been prepared including waivers and a fee in lieu of trees for consideration by the Board.

A motion was made by Mr. Stasik, seconded by Mr. Keiser to approve the Stafy Preliminary Plan & Waiver Resolution including a fee in lieu of trees. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Derr Annexation Resolution – Mr. Brant stated that changes to this Resolution will be ready in two weeks, no action is required. No comments or questions were given.

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 Report as given. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

**Open Space/Recreation Committee – Randy Romig**

Mr. Romig stated that tonight was the first meeting for the committee and they discussed last years fish rodeo. New committee member Amy Walesyn has many ideas for the Township and has sent a letter to the BOS, the problem of course is funding for these projects. Mr. Romig suggested making a list of specific projects so residents know what they are donating to. She wants have a Christmas tree lighting event complete with singing Christmas Carols and drinking hot chocolate. Ms. Walesyn will write up a proposal and Mr. Romig would like to discuss these events with Manager Hiryak at his convenience, Mr. Kuklinski stated that he would like to be involved in this meeting and to schedule it on a budget meeting afternoon and we could get the Police, Ambulance, and F&R involved. Mr. Romig stated that Ms. Walesyn works two days a week so we would work around her schedule. No questions or comments were given.

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

**Highway Report- Mike Heydt**

Mr. Heydt stated that they mowed the open space properties because a local farmer was not able to cut because of the rainy weather, repaired inlets, graded dirt roads, performed roadside mowing, cleaned up storm damage, helped New Hanover with blacktopping, and blacktopped at Smith Road Bridge. They will be trimming on Henry Road. Manager Hiryak stated that he had reports of someone dumping material at the back end of the Township, Mr. Heydt replied that someone had permission from the owner of the property to dump leaves and branches at that site. Mr. Sell said that someone dumped a television on Himmelwright Road. No other comments were given.

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

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

The Treasurer stated that the total bills to be paid for September 2017 amount to \$143,799.18 and asked for a motion for approval. No questions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser for authorization to pay the September 2017 Unpaid Bills in the amount of \$143,799.18. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Ms. O'Donnell stated that payment #3 from Hollenbach Construction was approved with conditions that the roof is completed and all wage sheet information is received however recommends holding the payment until the conditions have been met. We also have a request for payment #4 from Hollenbach Construction and Ms. O'Donnell recommends not acting on this until payment #3 has been released. The Board agreed with Ms. O'Donnell's recommendations.

The Treasurer gave a brief overview of the budget calendar and asked for the Boards approval for the 2018 Budget Calendar.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve the 2018 Budget Calendar as presented. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

The Treasurer asked if the Board would like to appoint a particular Supervisor for each department, Mr. Kuklinski stated that the Supervisors will take turns at the budget meetings and commented that the public is invited to the meetings. The Treasurer stated that the 2018 Budget MMO Worksheet needs signatures from the Board. There are two plans, the non-uniform plan is \$112,286 and the uniform plan is \$259,581 which is paid in part by State Aid money and the balance by General Fund.

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

**Manager's Report - Pete Hiryak**

1. The Manager reviewed the upcoming meetings as follows: Monday, October 2<sup>nd</sup>, 2017 ESB @ 6pm, BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm. Thursday, October 12<sup>th</sup> Landscaping Workshop @ 6pm, P/A Meeting @ 7pm.
2. On Your Park, Get Set, Go – the Township received a \$1,000 grant for several running programs for kids that were organized and held at the park during the month of July.
3. Cobblestone Crossing Phase III – Dedication Process – we had a walkthrough inspection, there were several items that need to be corrected, the paving was completed, looking for an October completion date.
4. Quigley Staff Meeting Request with P/A – Road Improvements – a staff meeting was requested with the P/A on road improvements. The Board was in agreement for the staff meeting, the manager will set up the meeting.
5. Perennial Donation – the manager thanked Mr. & Mrs. Link for their generous donation of many potted Perennials from their property. Mr. Stasik will contact the Scouts to plant them in the park as a service project.

No questions were given.

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

**Public Comment**

Mr. Sell asked why payment #3 for Hollenbach Construction has been held, Mr. Brant replied that they did not meet certain criteria, they must clean up some items and fix some payroll items. Mrs. Norton pointed out that water was running out of the new development, Mr. Heydt replied that the inlets are raised for the final paving to

be applied, the roads are not completed. Carl Hiryak asked when do you plan to open the Social Hall, Mr. Brant replied that he doesn't know if it will be anytime soon, the Board decided to remove the liability of the small games of chance, the liquor license is in safekeeping. Mr. Hiryak added that the next thing that will happen is the Township will initiate a Fire Tax because the Social Side isn't helping keep the building afloat. Mr. Brant stated that F&R is paying the bills and maintaining the building. Mr. Hiryak said what happens to those of us who have lifetime memberships to the Social Club, Mr. Brant commented that you have to look into it through the social side people. Mr. Kuklinski asked Chief Smith how is the money holding up for F&R, Chief Smith replied that we are holding our own right now. Mr. Minsenberger stated that the buildings are being left go and not maintained, he asked what is going on with the roof at the new highway building, Mr. Kuklinski said that the roof is being constructed and you can ask Mr. Dries any questions on the new building and to see him after the meeting. Mr. Minsenberger also commended the police department for doing a wonderful job handling an incident that occurred at Hollenbach Home Center. No other comments were given.

**Old Business/New Business**

None given.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to adjourn the meeting at 7:52pm. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

**The next Board of Supervisor's meeting will be held on Monday, October 2<sup>nd</sup>, 2017 @ 7 pm.**

Respectfully submitted by,  
Marcy Meitzler