

The meeting of the Douglass Township Board of Supervisors was called to order at 7:15 P.M. Attending were Chairman Tony Kuklinski, Supervisors Alan Keiser and John Stasik Jr., Solicitor Robert Brant, Josh Hagadon of G&A, Chief Templin, Pete Hiryak, Mike Heydt, Andrew Duncan, Robert Dries, Cynthia O'Donnell and approximately 23 residents/developers.

Mr. Kuklinski led the Pledge of Allegiance. Mr. Kuklinski asked if there were any additions, corrections, or comments to the minutes of the November 6th, 2017 board of Supervisors Meeting, none were given.

A motion was made by Mr. Keiser, seconded by Mr. Stasik to approve the minutes of November 6th, 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 November 20th, 2017 Board of Supervisors Agenda, no questions, comments, or corrections were given.

A motion was made by Mr. Keiser, seconded by Mr. Stasik to approve the November 20th, 2017 Board of Supervisors Agenda as presented. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Gilbertsville Ambulance Report

Mr. Kuklinski read the GACAS Report for October 2017: 116 calls for service. 82 Patients transported, 9 cancellations, 6 no patient found, 15 refusals, 2 DOA, 74 ALS, and 42 BLS. Douglass 44, New Hanover 26, Upper Pottsgrove 10, Boyertown 10, Colebrookdale 3, Earl 2, Pottstown 8, Upper Frederick 9, Lower Frederick 1, Washington Twp 1, and Lower Pottsgrove 1. 2017 calls to date are 1114. Admission Summary: Pottstown 64, 8 Lehigh, Phoenixville 2, Reading 6, 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.

Fire & Rescue Report – Chief Rick Smith

Fire Report for October 2017: 1 fire, 1 vehicle fire, 3 fire alarm/CO2 alarm, 2 EMS assists, 4 vehicle accidents, 1 investigation, 6 fire police, 5 assists to other departments for a total of 23. Fire Prevention was held at Boyertown Children Center, Growing Dreams, Little Faces, and Playmation Daycares. A full day of Fire Prevention was held at the Gilbertsville Elementary School. Fire Extinguisher Training was given for the employees at the Boyertown YMCA. Chief Smith stated that on the Fire Company's Facebook Page there is instructions for cooking a turkey, he also commented to check the wiring on Christmas Decorations to prevent fires. Chief Smith stated that the heating system at the fire company is in need of work estimated to be approximately \$1000, Mr. Kuklinski stated that the Township recently assisted the fire company with maintenance of the building as far as the roof and air conditioning – now the heating unit needs maintenance. Chief Smith stated that Robert Kerekes quoted him that the cost would be approximately \$1000 for him to get parts and repair the heating system.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize the repairs be performed to the fire company heating system by Robert Kerekes not to exceed the cost of \$1500. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Sell commented that the fire company was supposed to maintain the building, now we are paying for this stuff, Chief Smith replied that we said we would pay the utilities. Mr. Sell stated that maybe we were too hard on the social side. Chief Smith stated that the social side did not repair things and that Mr. Sell should meet with him and he will give him a tour of the building to see the issues. Fire Marshal Report September 2017: Fire investigation at 915 Ruby Circle that was determined to be discarded cigarette ashes into a trash can, approximate fire loss of \$25,000. (2 hours). No questions or comments were given.

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

Gilbertsville No. 1 Report

No report was given.

Mr. Kuklinski announced that an Executive Session was held this evening from 5pm – 6:16pm on personnel issues and on prior litigation matters. No decisions or votes were given.

Police Department Report – Chief Templin

Statistics for October 2017: 360 calls for service, 15 reportable accidents, 14 non-reportable, 17 criminal investigations, 12 criminal arrests (59% clearance rate), 85 traffic citations, 12 non-traffic citations, 0 parking tickets, total monies received by the Police Department in September were \$4,574.39. Chief Templin stated that our officers participated in the Berks County Intermediate Unit's "Run, Hide, Fight" intruder program at the Gilbertsville Elementary School, this was a three part exercise, and finished the program on October 19th, 2017. On October 19th, 2017 our department had its mock assessment completed by the PA Chiefs of Police Association's assessors in regards to the Accreditation Program. This is in preparation for our on-site inspection to be completed sometime in February of 2018. We received a donation from Interstate Battery of two new batteries and chargers for our E.N.R.A.D.D. unit and publicly thanked them for their generous donation. On October 27th the Bureau of Justice Assistance informed our department that we will receive an award under the Bulletproof Vest Partnership Program for \$559.05. This program offsets the purchase of bulletproof vests for our officers by half of the cost. On October 28th our department held the 14th Annual Drug Take Back Program Initiative, all unwanted, unused, and expired medications were collected at the Douglass Township Municipal Building and turned over to be properly destroyed that same day. Our police department collected a total of 155.8 pounds of medications which was the highest amount to date. Chief Templin thanked everyone for making this program such a great success. On October 31st our officers distributed over 140 trick or treat bags to the children of our Township. All treats were donated by the officers and secretarial staff of the Douglass Township Police Department. Our mission is to promote fun and safety through interaction with the children of our Township and our officers. I would like to publicly thank Christopher and Brenda Poux parents of Officer Andrew Poux, for their generous donation of Nitrile grade gloves. Unfortunately, our officers have been coming into contact with Fentanyl, used to cut things like heroin, cocaine, and oxycodone. Fentanyl is 50 – 100 times more potent than morphine. Standard latex gloves do not protect officers who come in contact with Fentanyl. The donation that the Poux's have made to our police department will protect our officers from the dangers of Fentanyl. On November 14th, 2017 Chief Templin participated in the Exelon (Limerick Generating Station) Emergency Drill which was evaluated by P.E.M.A. and thanked Mr. Duncan for running it smoothly. No questions were given.

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

Engineer's Report – Josh Hagadorn, Gilmore & Associates

Mr. Hagadorn stated that the Manager will work with PennDot on getting any Highway Occupancy Permits. Mr. Brant recommended Resolution 11202017-01 Authorizing the Township Manager to enter into agreement on behalf of the Township to authorize electronic access to PennDot Systems for the HOP permits for the parking lot drainage project.

A motion was made by Mr. Stasik, seconded by Mr. Keiser to adopt Resolution 112017-01 authorizing the Township Manager to enter into agreement on behalf of the Township to authorize electronic access to PennDot systems. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Notice was given that Global Advanced Metals is submitting a Final Report to the DEP for the Boyertown site located at 650 County Line Road, the final report indicates that the remediation performed is sufficient to attain compliance with the site-specific cleanup standard. Mr. Brumwell noticed that they are moving large amounts of dirt from Middle Creek to Detar Road from the pump house all the way up the road at least 200 yards, why do wetlands get changed, what's going on? Mr. Hagadorn stated that he reviewed the approved land development plan with 2 areas of wetlands that was approved by the Montgomery County Conservation District as part of the approved plans – they are expanding wetlands as approved plans. Mr. Brumwell stated if you cross Middle Creek someone dumped soil there, Mr. Hagadorn stated that nothing has been approved – soil was allowed to be removed from the preserves, by the County, and placed behind Mr. Haring's property, and I don't get to see it unless it comes before the planning agency. Mr. Dries said this got approved through Montgomery County. Mr. Brant stated that when there is a pending land development Mr. Hagadorn has jurisdiction and can review it, when something like this is seen we must call Montgomery County or DEP. This is a compliance issue. Mr. Brumwell asked the Board to direct Mr. Hagadorn to inquire as to what is going on, Mr. Hagadorn commented that the Township must collect an escrow for his review. Mr. Kuklinski directed Mr. Hagadorn and Solicitor Brant to get together and find out what is happening, Mr. Brant suggested that Mr. Hagadorn contact their engineer that maybe it would be a quick answer. Mr. Hagadorn commented that the Conservation District approves things and we do not get to review the changes and they don't come back recorded. No other comments were given.

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

Solicitor's Report – Robert Brant

Per Capita Tax Ordinance Amendment (possible adoption in December) – the Manager stated that currently residents pay a \$10 Per Capita Tax (\$5 goes to School District and \$5 goes to Township), the School Board is talking of discontinuing this tax, if this is discontinued by the School District the Township could adopt an ordinance for this \$10 for all Township residents however we will wait to see what the School Board decides. *Gilbertsville Veterinary Hospital* – The construction escrow tabulation has been received and approved by the Township Engineer. We have drafted and finalized the Developer's Agreements and forwarded them to Developer's counsel for review and signature.

Derr – Deeds of Consolidation and Affidavits of Value were prepared and forwarded to John Aston. On November 2nd Mr. Aston recorded the Plan which is registered in the plan book along with the Deeds of Confirmation for Lots 1, 2, & 3.

Zern Tract – a staff meeting has been requested regarding a relocated water line, the manager will set up the staff meeting. No questions were given.

Chief Templin stated that the Basketball Net letters have been mailed and we are reviewing the parking ordinance to maybe make an amendment adding this to that ordinance, Mr. Brant will review.

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 there will be a tree lighting ceremony on December 1st, 2017 from 6:30pm – 7:30pm here at the Township Building, the tree has already been planted in the area next to the police department. Ms. Walesyn will be buying ornaments and some donated by the Goddard School. The manager stated that the tree has been planted by the road crew and they will also put the lights on the tree. The tree was donated by Keystone Disposal. Mr. Romig stated that they will need to have tables for the inside refreshments. Mr. Romig said the other topic of discussion was the trout rodeo, the date of the rodeo will be May 5th, 2018. Mr. Sell commented that you should make sure you check with Mr. Mashintonio to see if that date is okay with him. No other 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 painted the inside rooms of the new maintenance building, poured concrete for ADA parking areas, helped New Hanover with some paving work, and installed speed limit signs in Winding Creek III. Mr. Sell thanked Mr. Heydt for picking up the TV that was dumped on the side of the road. No other comments were given.

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

Recycling Report – Andy Duncan

Leaf collection this week will run on a modified schedule (M/T/W) because of the Holiday, we will get as far ahead as possible in the schedule and back track on Monday. Leaf collection ends on Friday December 1st, on December 4th we will start to clean out ditches and inlets for winter. No comments or questions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to accept the Recycling Report as given. 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 November 2017 amount to \$202,145.91, no building inspection bills were turned in for August/September/October of 2017. No questions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser for authorization to pay the November 2017 Unpaid Bills in the amount of \$202,145.91. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Ms. O'Donnell stated that authorization from the Board of Supervisors is required for a 2017 Budget Amendment to transfer \$200,000 to cover the additional costs in 2017 bringing the 2017 Budget to a positive of \$116.00.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik for a 2017 Budget Amendment transferring \$200,000 to cover the additional costs incurred in 2017. Kuklinski-Aye, Keiser-Aye, Stasik-Aye. Motion passed.

Ms. O'Donnell asked for authorization to release payment #6 in the amount of \$282,339.32 to Hollenbach Construction for the public works construction project.

A motion was made by Mr. Stasik, seconded by Mr. Keiser to authorize the release of payment #6 to Hollenbach Construction in the amount of \$282,339.32. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

The Treasurer presented the proposed \$4,090,569 2018 Budget and asked for authorization for Adoption of Tentative Budget & Public Inspection. A 2018 Budget Summary sheet for the various Township Departments was available in the lobby prior to the meeting.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik for authorization for Adoption of Tentative 2018 Budget & Public Inspection. Keiser-Aye, 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. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Monday, December 4th, 2017 ESB @ 6pm, BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm. Thursday, December 14th Landscaping Workshop @ 6pm, P/A Meeting @ 7pm.
2. 2018 Meeting Dates & Holiday Schedule (For Review Only) – Approval needed at next meeting.
3. Zern Tract – Request for Staff Meeting/Re: Water Easement at Fire Company Property. The manager will set up a meeting.

The manager stated that anyone interested in volunteering to serve on any Committee or Board, please contact the Board of Supervisors or the Manager. No comments were given.

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

Public Comment

A resident thanked the Board for support of the Craft Show and also thanked Mr. Duncan for posting their signs at the Recycling Center. Ms. Gladys Bauer stated that the garbage collection is awful, Mr. Duncan stated that he and the Manager just had a meeting with the hauler. The Township was aware of collection problems due to equipment breakdowns and weather related delays. The Township was concerned with the lack of communication between the office and the trash company. This was corrected and the service should be much better. Mr. Sell said the election is over and there are still election signs out, Mr. Kuklinski directed the road crew to notify us if they see any election signs and who they are so we can contact the individuals and get them removed. No other comments were given.

Old Business/New Business

None given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to adjourn the meeting at 8:15pm. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, December 4th, 2017 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler