

The meeting of the Douglass Township Board of Supervisors was called to order at 7:00 P.M. Attending were Chairman Anthony Kuklinski, Supervisor Alan Keiser, Supervisor Elect Joshua Stouch, Mike Heydt, Bob Dries, Peter Hiryak, Chief Templin, Andrew Duncan, and 36 residents.

The meeting was held at the new highway building at 108 Municipal Drive, Gilbertsville PA. Mr. Kuklinski led the Pledge of Allegiance to the flag.

District Justice Maurice Saylor was present and administered the Oath of Office to Supervisor Elect Joshua Z. Stouch. Mr. Stouch was welcomed as Township Supervisor.

Reorganization Meeting for the Year 2018

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

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

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

Manager Hiryak turned the remainder of the meeting over to Chairman Kuklinski and he continued with the nominations for Appointments as listed on the Agenda:

A motion was made by Mr. Stouch to appoint Mr. Robert Brant of Robert L. Brant & Associates LLC, as Board of Supervisor Solicitor and to appoint Mr. Christopher Gerber Esq. as Conflict/Labor Attorney, seconded by Mr. Keiser. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Keiser, seconded by Mr. Stouch to appoint Mr. Matt Doll of Boyd and Karver, as Planning Agency Solicitor. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Stouch, seconded by Mr. Keiser to appoint Gilmore & Associates as Township General Engineer and Traffic Engineer. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Keiser, seconded by Mr. Stouch to appoint Marcy Meitzler as Township Secretary, to appoint Cynthia S. O'Donnell as Township Treasurer, and to set the Treasurers Bond at \$2,500,000 (2.5 million with H. A. Thomson, Travelers Insurance). Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Stouch, seconded by Mr. Keiser to appoint Peter J. Hiryak as Township Manager, and Michael Heydt as Township Road Master. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Keiser, seconded by Mr. Stouch to appoint Mark John as Building Inspector/Zoning Officer. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to begin Mark John's fulltime status to begin on January 2nd, 2018 at \$85,000.00/year. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to appoint Scott Groff as Road Foreman, Barry Templin, under contract until June 2018, as Police Chief, and Ricky Smith as Fire Marshal and set pay rate at \$15.00 per hour for Fire Marshal duties, to appoint Betty Musser and Tamara Forsyth as Police Secretaries, Andrew Duncan as the Solid Waste & Recycling Coordinator. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Keiser, seconded by Mr. Stouch to appoint the Board of Supervisor Chairman, Tony Kuklinski, to be the Chief Administrative Officer for the Pension Funds, to appoint the Montgomery County Health Department as the Sewage Enforcement Officer for all on-site septic systems in the Township, to appoint Berkheimer Associates as the Delinquent Per Capita Tax Collection, Berks EIT Bureau as the Earned Income Tax Collector and Local Services Tax Collector, to appoint Tony Kuklinski as the Representative to Pottstown COG with Manager Peter Hiryak as a delegate, to appoint Tony Kuklinski and Peter Hiryak as the Representatives to Pottstown Metro Regional Planning, to appoint Alan Keiser as Representative to the Agricultural Secure Board, to appoint Mark Toepel as the Vacancy Board Chairman, to appoint Captain Harvey Price, Lt. Don Frantz, Jim Scott, Eric Bauer, Bryan Beaulac, Lawrence Bandura, Chief Rick Smith, Andy Duncan, E. J. Henninger, and Bob Kerekes as Special Fire Police, to appoint Andrew Duncan as the Emergency Coordinator for Douglass Township. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Keiser, seconded by Mr. Stouch to appoint Nick Bardman as Assistant Emergency Coordinator, to appoint any of the Supervisors, Manager, Roadmaster, and Treasurer as Township Delegates to the State Supervisors Convention. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Stouch, seconded by Mr. Keiser to appoint Key Bank, PLIGIT, Vist Bank, and Great Eastern Management as Township Depositories, to appoint Josh Hagadorn, Sam Hunter, Ed Reitz, Tom Wynne, Bill Friel, and Bernard Sell to the ICC (International Construction Code) Appeals Board. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to appoint Karen Keiser to the Zoning Hearing Board for a three year term. Keiser-Abstain, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to appoint John Stasik to the Planning Agency for a four-year term. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to appoint Mark Toepel to the BMMA Board for a five-year term. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Keiser, seconded by Mr. Stouch to Establish the Standard Mileage Rate at (2018 Federal Rate .545cents per mile), to appoint Randy Romig, Judith Wills, Ronald Davidheiser, Bernie Sell, Deb Nester, Josh Stouch, Roger Updegrove, Amy Walesyn, and Charles Rick to the Open Space Committee. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to appoint Pete Hiryak, Bill Zern, Tom Wynne, Josh Hagadorn, Tim Miller, Scott Moyer, and Tom Link to the Revitalization Committee. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to appoint Carl Hiryak, Peter Hiryak, and Mike Heydt to the Oberholtzer Schoolhouse Committee. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Keiser, seconded by Mr. Stouch to appoint Gary Carpenter, Sam Hunter, Tom Link, Ed Reitz, Tom Wynne, Josh Hagadorn, Greg Herb, Roger Updegrove, and Greg Gress to the Act 209 Advisory Committee. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to appoint Josh Stouch as the BOS Representative for the Emergency Services Board. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to appoint Andrew Duncan, Greg Lignelli, Dean Brumbach, Garry Schmoltze, Rick Smith, Barry Templin, and Roger Updegrove as

the District #1 Representative as Emergency Service Board Representatives. Keiser-Aye. Kuklinski-Aye, Stouch-Aye. Motion passed.

This concluded the 2018 Reorganization portion of the meeting. Mr. Kuklinski asked if there was any changes or corrections to the December 18th, 2017 Board of Supervisors minutes, no changes or comments were given.

A motion was made to approve the minutes of December 18th, 2017 Board of Supervisors meeting by Mr. Kuklinski, seconded by Mr. Keiser. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

Manager reviewed the schedule of upcoming 2017 meetings as follows:

1. Schedule of Meetings:
 - a. Wednesday, January 3rd @ 6pm – Elected Board of Auditors Meeting, Reorganization - The Manager will be attending.
 - b. Thursday, January 11th @ 7pm-P/A Reorganization Meeting, Landscape Workshop @ 6pm
 - c. Tuesday, January 16th @ 6:30pm BOS Agenda Mtg, BOS Mtg @ 7pm.
2. Fee Resolution - There are no changes to the resolution.
3. 2018 Non-Uniform Wage Sheet (approval by BOS required) – Mr. Hiryak stated that he gave copies of the 2018 Non-Uniform Wage Sheet for the Board to review, based on the managers recommendations, the Budget for 2018 and PSATS Salary Averages, and asked for the Board's motion for approval.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve the 2018 Non-Uniform Wage Sheet as given. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

4. Approval of 2017 Year-End Bills – the manager asked for the Board's approval for some year-end bills: the Keystone Health Insurance (\$51,362.91), MetLife Dental Insurance (\$1978.65), Brown & Brown Property/Liability Insurance (\$2624.00), and also for the New Pavilion on the Smith Road Open Space Property (Pioneer Pole Building \$4679.00). This is part of a \$10,000 Mini-Grant from Pottstown Health and Wellness awarded last year. No questions were given on the Manager's Report.

A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to approve the 2017 Year-End bills as presented. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

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

Public Comment

Mr. Diccio asked about the trash collection problem, his trash was collected on Friday morning, Mr. Kuklinski said the Township has put Keystone Disposal on a month-to-month notice. Mr. Kuklinski stated that the Township Solicitor will be at the next Township Meeting and we will answer questions at that time, they have been put on notice and the Township has advertised for new bids for trash & recycling collection.

Old Business/New Business

Bob Dries – Public Works Building Final Update – Mr. Dries thanked the Volunteer Fire Police for changing the time of their meeting so they could help direct the parking for this evening and for

attending the open house. He also thanked Mr. Ziegler, Mr. Kuklinski, and Mr. Stasik for seeing the need for this building three years ago. Mr. Dries also thanked Larry Stauffer of Larry's Home Designs for designing this beautiful building. This building will never be able to be built for this price again and he thanked Mike, Andy, Scott, Gary, McKenna, and Nick because they saved the Township between \$70,000-\$90,000 by tearing down the old building, prepping the site, and doing a lot of the drainage work themselves. Mr. Heydt wanted to thank Berks Products for all the block they donated for the retaining wall before they sold the plant to another company, and also thanked New Enterprise for donating left over unwanted concrete for the sidewalks and pads at the new building. Mr. Dries introduced Mr. Larry Stauffer of Larry's Home Designs and joked that he attended our groundbreaking ceremony in the rain & mud and now he is attending our open house in the Ice Bowl. Mr. Dries presented Mr. Stauffer with an engraved ceremonial shovel with stand and a plaque for his office. Mr. Dries stated that this is a terrific building and was greatly needed, it is long overdue, please tour the building and ask questions. Mr. Kuklinski thanked Mr. Dries and Mr. Stasik for keeping the construction of the building on track by holding weekly construction meetings on site and for taking the measures to correct any building code or construction issue that came up. Mr. Frantz commented that Matthew Weller should be added to the Special Fire Police Appointments, he was appointed last year and has all his background checks on file.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to appoint Matthew Weller to the Special Fire Police Appointments as an addendum. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

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

Respectfully submitted by,
Marcy Meitzler