

The meeting of the Douglass Township Board of Supervisors was called to order at 7:00 P.M. Attending were Chairman Tony Kuklinski, Supervisor Alan Keiser, Solicitor Robert Brant, Josh Hagadorn of G&A, Chief Templin, Pete Hiryak, Mike Heydt, Andrew Duncan, Cynthia O'Donnell and approximately 19 residents/developers.

Mr. Kuklinski led the Pledge of Allegiance and asked for a moment of silence for friends and family of Addison Julia Louise Moore. Mr. Kuklinski asked if there were any additions, corrections, or comments to the minutes of the January 2nd, 2018 Board of Supervisors Meeting, none were given. Mr. Kuklinski announced that Mr. Stouch is not present tonight due to a prior engagement.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to approve the minutes of January 2nd, 2018 Board of Supervisors Meeting. Keiser-Aye, Kuklinski-Aye. Motion passed.

Mr. Kuklinski asked if there were any questions, comments, or corrections to the January 16th, 2018 Board of Supervisors Agenda. No changes were given.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to approve the January 16th, 2018 Board of Supervisors Agenda as presented. Keiser-Aye, Kuklinski-Aye. Motion passed.

Gilbertsville Ambulance Report

Manager Hiryak read the GACAS Report for December 2017: 113 calls for service. 79 Patients transported, 11 cancellations, 2 no patient found, 14 refusals, 1 DOA, 1 transported by law, 5 fire scene stand by. Douglass 59, New Hanover 30, Upper Pottsgrove 6, Boyertown 8, Colebrookdale 2, Earl 2, Pottstown 2, Lower Pottsgrove 1, and West Pottsgrove 3. Admission Summary: Pottstown-Tower Health 63, 7 Lehigh, Phoenixville-Tower Health 3. Online training is ongoing with McNeil and helped with the Santa Run with Gilbertsville Fire & Rescue. No questions were asked.

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

Fire & Rescue Report – Chief Rick Smith

Fire Report for December 2017: 1 fire, 1 vehicle fire, 1 brush/trash fire, 4 fire alarms/CO2 alarms, 2 hazardous materials, 4 EMS assists, 2 vehicle accidents, 1 vehicle rescue, 1 investigation, 5 fire police, 3 assists to other departments for a total of 25. Finished Fire Police Legal concepts training, escorted Santa around Douglass Township, and held our annual Holiday Gathering with our families. Fire Marshal Report December 2017: December 2nd fire investigation at 811 E. Phila Ave (CVS Store). Fire Marshal closed the store until the front doors could function properly (1 hour), and on December 5th observed the sprinkler and fire alarm test the New Municipal Garage. (1-1/2 hours). Chief Smith presented the 2017 Fire and Rescue Year End Report and Fire Marshal Year End Report. Copies are available for review. Chief Smith stated that on January 7th a member of F&R, Zach Moore, returned home after being on a fire call and a few hours later found his daughter unresponsive, performed all measures to resuscitate and she was rushed to the hospital and was unresponsive, the family made the decision to donate her organs to help others in need. No questions or comments were given.

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

Gilbertsville No. 1 Report

No report was given.

Police Department Report – Chief Templin

Statistics for December 2017: 336 calls for service, 5 reportable accidents, 14 non-reportable, 15 criminal investigations, 2 criminal arrests, 29 traffic citations, 5 non-traffic citations, 0 parking tickets, total monies received by the Police Department in December were \$2,895.30. In his 2017 Annual Report Chief Templin stated that in Douglass Township crime is down 31%, drugs arrests are up from last year and thefts are up from last year (these are related). Montgomery County is rolling out their new countywide records management system, A.L.E.I.S, (Advanced Law Enforcement Intelligence System). ALEIS is a cloud based, complaint records management system. County is hoping all law enforcement agencies in Montgomery County will come on board. I have discussed the details of ALEIS with the Board. There are incentives that the County is offering; however, we must have our letter of intent in by January 31, 2018 to take advantage of the incentives being offered. I am looking for approval from the Board to move ahead in securing ALEIS as our new records management system. Mr. Brumwell asked if the Metro Alert System will it go away, Chief Templin stated that it will take 60 days from start to finish to begin ALEIS and then we can discontinue Metro Alert. Mr. Frantz asked what locations have drug arrests increased, Chief Templin replied that it is all over, it is an epidemic. The cheap drugs are what they are going after. Mr. Sell asked why do the officers save the drug overdoses with Narcam when most are repeat offenders, Mr. Kuklinski stated that we are to serve and protect, however we don't carry medication for diabetes or heart medication so why Narcam...I don't know. Mr. Kuklinski stated that the drug problem is coming into light more because of social media, there has always been a drug problem. Chief Templin stated that now every police department in Montgomery County carries Narcam. It is becoming a safety issue for the police officers because heroin is being cut with fentanyl which is very toxic when you come into contact with it.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to authorize Chief Templin to enter into the ALEIS Records Management System. Keiser-Aye, Kuklinski-Aye. Motion passed.

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 Estates Escrow Release Phase I – Mr. Hagadorn recommended a reduction of the Letter of Credit in the amount of \$73,160.21, the amount remaining in the Letter of Credit is \$141,854.50.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve the Letter of Credit reduction, based on the recommendation by the Engineer, in the amount of \$73,160.21 for Douglass Estates Phase I leaving a balance in the Letter of Credit in the amount of \$141,854.50. Keiser-Aye, Kuklinski-Aye. Motion passed.

Douglass Estates Escrow Release Phase II&III – Mr. Hagadorn stated that that the reduction request submittal was not reflective of the work performed to date, certification letters from the design engineer and surveyor shall be provided for documentation of the soil amendments, trees were missing from the infiltration berm, several street trees were not yet planted, and base repairs have not been completed so these funds are not being released. Mr. Hagadorn recommended a reduction of the Letter of Credit in the amount of \$461,881.99 for Douglass Estates Phase II & III, the amount remaining in the Letter of Credit to be \$305,510.51.

A motion by Mr. Kuklinski, seconded by Mr. Keiser to approve the Letter of Credit reduction in the amount of \$461,881.99 for Douglass Estates Phases II & III, as recommended by the Engineer after withholding funds for not providing letters from the design engineer and surveyor for documentation of the soil amendments, missing infiltration berm trees and street trees, and base repairs that have not been completed. Keiser-Aye, Kuklinski-Aye. Motion passed.

Mr. Kuklinski asked Mr. Brumwell if he was good with how the meeting went out on Middle Creek Road, Mr. Brumwell replied that it doesn't make sense to lower the ground level, why would you take 12" of soil off of wetlands. Mr. Hagadorn reiterated that a permit was granted from DEP to create more wetlands behind the

pumping station and across Middle Creek Rd. and this was all documented on the Land Development Plan and on the recorded plan, you are just seeing the work being done now. No other questions or 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. Motion passed.

Solicitor's Report – Robert Brant

Mr. Brant thanked the Board for re-appointing him as Township Solicitor. Mr. Brant stated that there was a staff meeting for 400 Gilbertsville Road Development, he informed the public that a couple of development projects will be breaking ground in the springtime, and he provided insight on trash related issues. Mr. Frantz asked what is new with the Fire Company Social Side, the Board and Mr. Brant replied nothing has changed. Mr. Frantz asked, are you aware that they took the liquor away. Mr. Brant said that an investigation by the Liquor Control Board ended up in suspension of the Liquor License but that was months ago, the Township wanted nothing to do with liquor or games of chance, the social side is gone and Fire & Rescue is at that location. Mr. Frantz continued stating that he has put a lot of time and effort fixing things in that building and wants to know who owns the building. Mr. Kuklinski stated that the property is owned by the Township and Fire & Rescue is at that location, before this Board takes on another endeavor we need to figure out what we want to do with that building we have other facilities and property in Douglass Township, you are in that building for free at this point you are not charged rent. The manager stated, when the Social Side left that building in May, I was instructed to change the locks for security and safety, and inventory the liquor, and the remaining liquor was finally removed just last month. No other questions were given.

Applications which are pending but inactive:

Danny Jake – Hallowell - inactive 2 years

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

Open Space/Recreation Committee – Randy Romig

Mr. Romig stated that the committee discussed the tree lighting ceremony and it seemed like everyone felt it was a big success especially for the first time and thanked Amy Walesyn and Township residents that attended the ceremony. We learned a great deal of how to improve the event for the future and will be discussing some ideas at the next meeting. Mr. Romig stated the elections were held tonight and he and Roger Updegrove were elected Co-Chairman's of the committee. Mr. Romig will be contacting Mr. Mashintonio to request the use of his pond for the 2018 Trout Rodeo. No questions 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. Motion passed.

Highway Report- Mike Heydt

Mr. Heydt stated that they cleaned out ditches, plowed and salted roads, cleaned trucks, cut up trees, and are moving materials and supplies into the new building. Mr. Heydt stated that E. M. Kutz has a 2018 demo single axle Freightliner dump truck with a stainless steel body, snowplow and salt spreader for sale, it will save us \$2000-\$3000 and the only difference is that it is white and our trucks are red, the cost is \$139,813.00 paid out of the budgeted liquid fuels account and will replace our 1997 truck and asked for authorization to purchase the vehicle.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize the purchase of a 2018 (white) Freightliner Dump Truck with Stainless Steel Body, Snowplow, and Salt Spreader from E.M. Kutz for \$139,813.00 to be paid out of the Liquid Fuels Fund. Keiser-Aye, Kuklinski-Aye. Motion passed.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize Mr. Heydt, upon receipt of the 2018 Freightliner Dump Truck, to list the 1997 Ford L8000 Dump Truck on Municibid at his discretion. Keiser-Aye, Kuklinski-Aye. Motion passed.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize Mr. Heydt to list the 2008 Ford Explorer Police Vehicle on Municibid. Keiser-Aye, Kuklinski-Aye. Motion passed.

Mr. Frantz commented that there is heavy truck traffic on Cross Road as a result of the development in Upper Pottsgrove Township, Mr. Heydt stated that the Township is aware of the truck traffic and will monitor the road conditions.

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 Report – Andrew Duncan

Mr. Kuklinski stated that we are aware of all the issues with the present trash/recycling hauler, we are in the legal process of correcting the problem and we will not comment on this matter because of the legal process, if everyone could save their comments until the end of the meeting to allow Mr. Duncan to give a brief update on the situation. Mr. Duncan gave the following timeframe: October/November the level of service deteriorated. In November staff met with Keystone Disposal for corrective action. In December there was no change in service, notified hauler of month to month contract. On January 2nd, 2018 the Township placed the contract out to bid. Bids are due February 2nd, 2018. Bid Award will be February 5th/ New Contractor starts. Mr. Brant stated that everyone here has been besieged with calls and problems with trash and recycling collection, the Township may have to take additional corrective action in the future, we believe we have a plan to correct the problems and interested bidders have picked up bid packages. Mr. Knisley asked who the previous contractor was, Mr. Brant stated that it was Advanced Disposal in 2016 and starting in Feb 2017 it was Keystone Disposal. Mr. Updegrave asked how much we pay Keystone Disposal, the Treasurer replied \$23,000 per month. Mr. Knisley commented, why don't we put more dumpsters at the highway building, Mr. Kuklinski and Mr. Brant replied that we cannot do that because we would be considered a transfer station. Mr. Kuklinski stated that we could pull money from the bond if we need to. Mr. Sell asked what about recycling, Mr. Kuklinski stated that would fall under the same thing. No other comments were given.

Treasurer's Report – Cynthia O'Donnell

The Treasurer stated that the total bills to be paid for January 2018 amount to \$233,754.27, and asked for authorization to pay the January 2018 bills.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser for authorization to pay the January 2018 Unpaid Bills in the amount of \$233,754.27 including the Keystone Disposal bill, however the Keystone Disposal check will be held until all issues have been resolved. Keiser-Aye, Kuklinski-Aye. Motion passed.

Ms. O'Donnell asked for authorization to release payment #8 that was held for the sprinkler system in the amount of \$16,066.78 to Hollenbach Construction for the public works construction project.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize the release of payment #8 for the sprinkler system in the amount of \$16,066.78 to Hollenbach Construction. Keiser-Aye, Kuklinski-Aye. Motion passed.

The Treasurer stated that the Final Retainage for Hollenbach Construction will be in the amount of \$118,835.23.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser for the release of the Final Retainage for Hollenbach Construction in the amount of \$118,835.23 contingent upon; any issues to be corrected, prevailing

wage issues & legal matters be resolved, and all staff concerns are satisfied. Kuklinski-Aye, Keiser-Aye. Motion passed.

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, February 5th BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Thursday, February 8th P/A Landscape Workshop @6pm, P/A Meeting @ 7pm.
2. PA DCED Notification – UCC Building Permit Rate increased from \$4.00 to \$4.50 on each construction building permit. The manager asked for the Boards authorization to amend the Fee Schedule for the UCC Fee to be \$4.50 on each construction building permit.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser for authorization to amend the Fee Schedule for the UCC Fee to be changed to \$4.50 on each construction building permit. Keiser-Aye, Kuklinski-Aye. Motion passed.

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

Public Comment

No comment was given.

Old Business/New Business

No old business or new business was given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to adjourn the meeting at 8:13pm. Keiser-Aye, Kuklinski-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, February 5th, 2018 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler