

The meeting of the Douglass Township Board of Supervisors was called to order at 7:30 P.M. Attending were Chairman Fred Ziegler, Supervisors John Stasik and Tim Turner, Solicitor Charles Markofski, Bob Campbell, Pete Hiryak, Mike Heydt, Chief Templin, and 16 residents.

Mr. Ziegler led the Pledge of Allegiance to the flag.

Mr. Theil announced that he will be recording tonight's proceedings.

Mr. Ziegler asked if there were any additions or corrections to the minutes of January 18th, 2011, no one replied.

On motion by Mr. Ziegler, seconded by Mr. Stasik, the Board approved the minutes of the January 18th, 2011 Board of Supervisor's meeting. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Chief Templin presented the Police Department Report

Chief Templin asked for the Board's permission to dispose of records from the archives of the Douglass Township Police Department in accordance with the Municipal Records Act. The Chief stated that he has attached and given the Board informational documents pertaining to this matter and the list of records for disposal. In accordance with the act, each entity shall declare its intent to follow the schedule by ordinance or resolution and that each individual act of disposition shall be approved by resolution of the governing body. I am asking permission in advance so that a resolution can be drawn up to do the same by the next Township meeting. The disposal of these records will eliminate thirty (30) boxes in the attic and free up much needed storage space for the police department. Mr. Markofski stated that he saw no legal reason why these records couldn't be disposed of however he asked the Chief if he looked into microfilming these records. The Chief replied that this material consists of old tickets and citations that you are only required to save for so many years and that time period has expired. The Board instructed Chief Templin to submit a resolution, involving the destruction of these records, for the next Board meeting. The Board should have received information that was requested in reference to schedules and the department cell phone number. Chief Templin stated that he checked back with Gilbertsville Ambulance Company and they do have a property log pertaining to the medications along with the key – fab security system that I had described to the Board at a previous meeting. Mr. Ziegler asked if there were any other questions for Chief Templin, no one replied.

A motion to accept the Police Department Report was made by Mr. Ziegler, seconded by Mr. Stasik. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Mr. Bob Campbell presented the Engineer's Report

1. BUI/Jordan Drive Subdivision – Conditionally approved at the September 15, 2008 meeting. Resolution approved at October 6, 2008 meeting. Resubmission received October 21, 2008. Review letter dated November 3, 2008.
2. Hollenbach – Warehouse Expansion – Conditionally approved at the May 5, 2008 Supervisors meeting. Final plans and financial security request have not been received.
3. Hallowell (Danny Jake) – Received latest plan revision dated September 2008 along with the list of improvements. The list of Improvements has been finalized.
4. 400 Gilbertsville Road – Provided revised plans dated January 14, 2011. Plans were reviewed in a letter dated February 3, 2011 and will be discussed at the Planning Agency meeting on Thursday.
5. Windemere Subdivision – Need to complete final stabilization in the spring.
6. AAA – Dunkin Donuts – Met on Thursday, July 22, 2010 and discussed outstanding items including overall site clean-up, mulching, and guide rail.
7. Cobblestone Crossing-Phase 3- Completed road base paving. Request for Escrow Release #8 in the amount of \$70,604.00. The Board asked if the Engineer, Manager, and Solicitor were in agreement with this release even with the bridge not being started, the Manager replied that we still have \$570,000 for Smith Road Bridge. Mr. Markofski added that it is the Engineer's recommendation of this release for the work completed on Phase III,

Mr. Conti had a meeting with Bursich today and Bursich stated that there are no money issues. The Solicitor commented that Mr. Conti has been instrumental in moving this project forward.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik, based on the recommendations of the Engineer, to approve Escrow Release #8 in the amount of \$70,604.00 for the work completed in Cobblestone Crossing Phase III. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

8. **Smith Road Bridge** – Received shop drawing resubmission from Terre Hill Concrete on February 4, 2011. Received revised plans prepared by Bursich from Terre Hill Concrete on February 4, 2011. Expecting delivery of final signed, sealed documents, including calculations, by the end of the week. The Engineer stated that there is one design issue with the headwall calculation but he expects this to be resolved tomorrow. Fabrication will take approximately two weeks and the bridge could be started by the end of March. The Board asked how much time it would take to complete the bridge, the Engineer stated that it could possibly be completed in 30-45 days.

Mr. Ziegler asked if there were any questions for the Engineer, no other questions were asked.

A motion was made to accept the Engineer's Report by Mr. Ziegler, seconded by Mr. Stasik. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Mr. Markofski presented the Solicitor's Report.

Gilbertsville Fire Company/Gilbertsville Fire & Rescue – At our prior meeting in January 2011, we discussed a fund raising letter issued by Gilbertsville Fire & Rescue Company dated December 2010 and signed by Rick Smith, Fire Chief. This letter which was sent to Township residents stated: ...Our financial situation has changed in the past year. We now pay rent to Gilbertsville Fire Company #1 for the building that houses our trucks. We also have to maintain the part of the building which we occupy... The letter failed to mention that Gilbertsville Fire Company returns the funds each month to Gilbertsville Fire & Rescue as a donation. Residents are under the impression that Fire Company #1 was profiting from Fire & Rescue and, as a result, they called to complain to Fire Company #1. There is no question but that Fire Company #1 has been cast in a false light. We discussed what might be done to address this concern. I have advised Fire Company #1 to issue their own letter to Township residents. I advised #1 to talk about the projects which they undertake for the community, the bills which they pay for the firehouse, their membership, goals for the future and, of course, the fact that they contribute the rental income back to Fire & Rescue each month. I recommend that Fire Company #1 take this first step in setting the record straight and I recommend that, to whatever extent possible, the Township support Fire Company #1 in this endeavor. Mr. Ziegler stated to Mr. Markofski that you represented #1 when this conflict first began, and would like Mr. Markofski to set up a meeting with himself, the conflict attorney, and the Manager to come up with a resolution to the Fire Company conflict and that the meeting is to take place February 22nd, 2011.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to have Solicitor Markofski set up a meeting with the conflict attorney and Manager to be held before February 22, 2011 to come up with a solution to the Fire Company situation. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Smith Road Bridge/Cobblestone Crossing – I was advised by Joseph Pizonka, Esquire that Beazer Homes Corp. is going to try to make settlement on acquiring the remaining 89 lots of Cobblestone Crossing within 45 days. He was inquiring as to what the Township would accept in the way of a substitution on the current letter of credit. After a brief investigation, I found that we will have to establish the outstanding balance on the letter of credit presently in place with Bank of America. It may be necessary to adjust that figure if our Engineer believes that there may be shortfalls. We will also be required to enter into a Developer's Agreement with Beazer. I will consult with Mr. Pizonka further as this matter progresses. We investigated the current status on Smith Road Bridge. Bursich and Associates is planning to correct information on one of the bridge drawings and then intends

to sign and seal the plans which should allow Mr. Campbell to give us his final approval. Bursich has indicated that they will be completed in a week. Mr. Conti expressed his desire to finish the bridge and not to pass it onto Beazer. Mr. Turner asked if the grading permit was transferable to Beazer, Mr. Conti replied yes. Mr. Turner stated that his thoughts are that Beazer is responsible for the Bridge. Mr. Conti stated that he won't be able to settle in May. Mr. Ziegler stated that maybe you can do it under separate agreement with Beazer. Mr. Ziegler asked Mr. Turner if he preferred cash or line of credit, Mr. Turner stated that he didn't care which way. Mr. Markofski stated that a letter of credit is usually what is asked for. Mr. Ziegler asked if we need a motion on this, the Solicitor replied that we should wait until there are more specifics. Mr. Ziegler asked Mr. Markofski if he had anymore on the RV Ordinance, the Manager replied that the changes went to the Planning Agency. Mr. Ziegler had pictures of problem areas involving RV's and passed them around to the public. Mr. Ziegler asked if anyone had questions for Mr. Markofski, no one replied.

Applications which are pending but inactive:	
Danny Jake – Hallowell	inactive 2 years
Cobblestone Commons	inactive 1 year
Weis Markets	inactive 6 months
Bui Jordan Drive	inactive 1-1/2 years

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

Mike Heydt presented the Highway Department Report

From January 19th – February 7th, 2011 the highway department salted and plowed roads numerous times, cleaned the highway trucks, repaired all plows and trucks, fixed some potholes, and mixed several loads of salt and cinders to spread on icy roads. Mr. Heydt thanked Fire & Rescue for their help in removing debris from the roads. Mr. Ziegler asked Mr. Heydt how many hours did they have working on snow and ice, Mr. Heydt replied 311.75 hours total wages came to \$9,037.62. The Board asked Mr. Heydt if he was still under budget, Mr. Heydt replied yes. Mr. Schreiner asked Mr. Heydt if he was having any difficulty getting salt, Mr. Heydt replied yes but he got two loads of salt today. Mr. Brumwell was concerned about the snow, salt, and plowing but commented that you guys did a heck of a job. Mr. Stasik commented that people were pleased and he received no complaints. Mr. Ziegler commented that he received one complaint but that turned out to be in New Hanover Township. The Manager stated that the roadcrew spent about three hours cleaning up the bridge area walkways. Mr. Theil stated that Mr. Heydt did a good job on the bridge, but there are several businesses that need to clean up their sidewalks, Mr. Heydt stated that he will be making phone calls to resolve those issues but most of the property owners are hard to reach. Mr. Heydt commented that the roadcrew went out early to head off the icy conditions on Saturday morning. New Hanover had sixteen accidents, the Board asked how many accidents did Douglass Township have, Mr. Heydt replied none and Police Chief Templin confirmed. Mr. Stasik stated that explains why there were no accidents. Mr. Heydt commented that in expected storms the roadcrew is on call at the Highway Building during the night for the awaited call from the police department to be at the service of the Douglass Township residents. No other questions were asked.

A motion to approve the Highway Department Report was made by Mr. Ziegler, seconded by Mr. Stasik. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Pete Hiryak reviewed the Manager's Report.

1. The Manager reviewed the upcoming meetings as follows: **Revitalization Meeting Thursday, February 10th @ 6pm. Planning Agency Meeting Thursday, February 10th @ 7pm. Fire Company Meeting Tuesday, February 22nd @ 6pm. Open Space/Recreation Committee Meeting Tuesday, February 22nd @ 6:30pm. Board of Supervisors Tuesday, February 22nd @ 7:30pm.**
2. Representative Marcy Toepel – Community Outreach at Douglass Township Tuesday, February 15th from 10:00am-12:00noon.

3. Recommendation from P/A to form a Mainstreet Committee- The Manager wanted to touch base with Mr. Markofski and report back to the Board with information.

Mr. Ziegler asked if there were any questions or comments for the Manager, no one replied.

A motion to accept the Manager's Report was made by Mr. Ziegler, seconded by Mr. Stasik. Ziegler-Aye, Stasik-Aye, Turner-Aye. Motion passed.

Public Comment

Mr. Brumwell commented that as far as the health insurance change for the police department what is the savings and where has the money been put, the Manager stated that the savings in the health insurance for the police department and non-uniform employees was put in the General Fund and helped to balance the budget. Mr. Brumwell asked when will the new contract for the police department take effect. Mr. Ziegler stated that he will address this under new business/old business. No other public comment was given.

Old Business or New Business

Mr. Ziegler stated that he received a letter from the police officers to discuss the new police contract. The current contract expires December 31st, 2011. Mr. Ziegler stated that he would like to schedule a meeting to discuss the letter on Tuesday, February 22nd at 7pm. Mr. Turner and the Manager pointed out that there were several meetings scheduled for that night so we would have to have a time restriction on some of them in order to have this meeting. The Board was in agreement to have a time limit on the meetings scheduled earlier that night.

A motion to adjourn the meeting at 8:20pm was made by Mr. Ziegler, seconded by Mr. Stasik. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Tuesday, February 22nd, 2011 @ 7:30 pm.

Respectfully submitted by,

Marcy Meitzler