

The meeting of the Douglass Township Board of Supervisors was called to order at 7:30 P.M. Attending were Chairman Fred Ziegler, Vice Chairman John Stasik, Supervisor Tim Turner, Solicitor Charles Markofski, Robert Campbell, Cynthia O'Donnell, Pete Hiryak, Mike Heydt, Chief Templin, and 21 residents.

Mr. Ziegler asked Mr. Brumwell and Chief Templin to lead us in the Pledge of Allegiance. Mr. Theil announced that he will be recording tonight's proceedings.

Mr. Ziegler asked if there were any changes or corrections to the minutes, Mr. Turner wanted the statement added that "no street lights, no sidewalks, and not having more than one person responsible for the maintenance of the stormwater basins is not an option" regarding the 400 Gilbertsville Road subdivision. No other corrections were made.

On motion by Mr. Stasik, seconded by Mr. Ziegler, the Board approved the minutes of the April 4th, 2011 meeting with the addition of the statement made by Mr. Turner that "no street lights, no sidewalks, and not having more than one person responsible for the maintenance of the stormwater basins is not an option". Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Chief Templin presented the Police Report

March 2011 Statistics: 315 incident reports, 3 vacation notices, 1,411 business checks, 7 reportable accidents, 8 non-reportable accidents, 15 criminal investigations, 10 criminal arrests, 189 traffic citations, 8 non-traffic citations, 12 parking tickets, 7,112 miles traveled, \$6,620.31 money received by the Township.

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

Mr. Haddad presented the Trustee's Report

Financial Statements – At the March meeting a question was raised from the floor regarding the yearend financial statements for GFC and F&R. As of that date the yearend financials from GFC were available and I had previously reported on the results for GFC. As of that date the yearend for F&R had not been received from the accounting firm for F&R and as of this date the reports are still not available. They will be available by the May meeting and I shall be happy to meet with anyone that has interest in discussing the statements before the May meeting in this room at 7:00pm providing the room is available. F&R President, Al Rettew, contacted me after the March meeting and advised that F&R was ready to have the same bookkeeper as GFC and review by Cindy O'Donnell. I discussed this with Cindy and we both thought it would be advantageous to have the GFC bookkeeper, Brenda McKenrick, prepare the QuickBooks entries and statements with Cindy to supervise and review. I wrote to Manager Hiryak for him to present this to the Supervisors for approval since it will take a limited number of hours of Cindy's time and Cindy can best estimate that time. The reports will be timelier and less expensive and there will be consistency in the reports with GFC and F&R. The form 990 would be prepared by Reinhart and Co. which firm also prepares the 990 for GFC. **Joint Meeting of GFC and F&R** – President Al Rettew of F&R requested GFC to make certain repairs and replacements to equipment at the space rented by F&R and Bingo. Not wanting to be the "messenger" the officers of F&R and GFC agreed to meet and discuss the replacements and repairs. The items for discussion are the rear doors at the truck bays, the concrete pad in front of the truck bays and various bingo requests. The meeting will be on Thursday, April 21 at 7:00pm. The fact there is a meeting is a positive sign and hopefully will be productive. No questions were asked.

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

Ron Ebert presented the Gilbertsville Fire Co. No.1 Report

Mr. Ebert stated that they are growing and we are getting packed for breakfast. They are working on repairing the concrete pad, the bingo issues are that the rubber roof leaks however since it is a rubber roof it cannot be fixed until it gets warmer outside. Mr. Ebert stated that he will donate his food trailer for use at the Trout Rodeo. We are trying to

get things resolved and work together. Mr. Ziegler added rest assured that the Board is doing everything we feel we should do. No questions were asked.

A motion to accept Gilbertsville Fire Co. No. 1 report was made by Mr. Ziegler, seconded Mr. Turner. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Chief Smith presented the Gilbertsville Fire & Rescue Report

Fire report for March 2011: 1 fire, 2 brush/trash fires, 1 wires, 3 fire alarms/CO2 alarms, 2 vehicle accidents, 1 EMS assists, 4 Fire Police, 4 assists to other departments, and 3 special services for a total of 21 calls. The Fire Company was in service for 25 hours and 19 minutes. The new fire police attended fire police training. New members attended EVOC training. On March 22nd after returning from a fire training class 2 members were injured when the rear garage door failed to close. While attempting to close the door manually the door came off its track and fell on the firefighters. One required hospital treatment with a head laceration and three broken bones in his foot. The other was treated the next day for a foot injury and has recently been cleared to return to work. The original garage door company made a retro fit for two big springs and the two firefighters weren't aware of these doors and how they work. The doors have since been boarded up. The insurance company will replace one of the doors. Mr. Turner asked if there wasn't some type of product liability issue here. Chief Smith stated that the new garage door company, J & K Door will replace both doors in May. Mr. Ziegler agreed with Mr. Turner's inquiry of product liability and to keep Solicitor Markofski in the loop in regards to this. Chief Smith stated that Workman's Comp as well as the Fire Company Insurance is taking care of the firefighter's medical bills. Mr. Ziegler commented that the two firefighters were very lucky that the injuries weren't more serious. Mr. Tarantino commented that you normally have a contract with the garage door company to check the doors every so often; Chief Smith stated that the new company, J & K Door, is looking into that for us.

A motion to accept the Gilbertsville Fire & Rescue report was made by Mr. Ziegler, seconded by Mr. Stasik. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Mr. Robert 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 – Supervisors rejected waiver requests on street lights, homeowner's association, and sidewalks. Plans will be resubmitted to Supervisors.
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- Working through Developers' Agreements. See Solicitor's Report.
8. Smith Road Bridge – Demolition has begun. Bridge is currently in fabrication with delivery scheduled for the week of May 9, 2011.
9. Market Street – Planning Agency has requested the Engineer to attend the Rt. 100 Corridor workshop at 6:00pm on May 12, 2011 to discuss Market Street cost estimate and options for the intersection with Philadelphia Avenue.

A motion was made by Mr. Turner, seconded by Mr. Ziegler to authorize the Engineer to attend the Rt.100 Corridor workshop at 6:00pm on May 12, 2011 to discuss the Market Street cost estimate and options for the intersection with Philadelphia Avenue. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

The Board asked Mr. Campbell what the cost estimates were for Market Street, Mr. Campbell replied for construction 5.5 million, land acquisition 1 to 3 million negotiable, design \$500,000 with permitting. Mr. Turner asked if the 5.5 million in construction was based on prevailing wage, Mr. Campbell replied yes. Mr. Turner asked for demolition status for Smith Road Bridge, Mr. Heydt stated that they removed headwalls, and will be diverting water, the guiderails are down and are put aside for reuse by the Township. Mr. Heydt stated that while trying to remove the bridge plaque it was cracked on the corner, he will try to fix it. Chief Smith stated that the hydrants are too high for the fire company equipment at Dunkin Donuts. Mr. Heydt stated that he was in touch with Boyertown Water to address that problem. Mr. Ziegler asked if there were any other questions for the Engineer, no one replied.

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.

Cobblestone Crossing/Smith Road Bridge – The parties have been exchanging information regarding Land Development Agreements for both Beazer and Stewart & Conti projects. We are resolving a problem regarding the plans affecting Beazer's portion of the development. We are also ascertaining which aspects of the project will remain the responsibility of Stewart & Conti. At this time, Beazer is requesting that Stewart & Conti remain liable for the HOA and that any road in Phase III which is top coated by Beazer at the Township's direction be accepted for dedication.

400 Gilbertsville Road - Counsel for the developer has requested a staff meeting. It has been requested that this meeting take place prior to the next scheduled Supervisor's meeting.

A motion to approve a staff meeting to take place with Graterford Road Properties prior to the next scheduled Board of Supervisors meeting was made by Mr. Ziegler, seconded by Mr. Turner. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Mr. Turner stated that Mr. Conti needs to pay the pending invoices. The Manager stated that he has sent a letter to Mr. Pizonka as instructed by the Board. Mr. Markofski was instructed by the Board to contact Mr. Pizonka. Mr. Turner commented that Mr. Conti gave his word that he would pay these invoices.

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. Turner, seconded by Mr. Stasik. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Mr. Duncan presented the Recycling Report

Month of March 2011 – 2 loads of cardboard were taken to Reading, we received a check from United Corrstack in the amount of \$698.75 for 12 bales of cardboard, 1 load of light iron delivered to Pottstown, chipper was out to 13 residences for curbside chipping this month. We are now selling mulch at the recycling center on Wednesdays and Saturdays, please pay inside before getting loaded. 1 load of aluminum, and 1 load of stainless steel. Paper Retriever year to date: 11.99 tons of paper recycled which equals 35.97 cubic yards of landfill space saved. We entered a nationwide paper drive for the month of March; the challenge was to double the amount of paper that you recycled in your previous year. We reached our goal and will be receiving a check (amount unknown). Mr. Ziegler asked if anyone had any questions, Mr. Theil said that Montgomery County has a hazardous collection for tires however you can only dispose of four tires, would it be feasible to collect the tires here and then transport them to the drop off site. Mr.

Duncan replied that the County will not allow us to do that and we do not have money budgeted for that service, any tire place will accept tires for between \$3-\$5 a piece, with the exception of the large commercial tires. No other questions were asked.

A motion to accept the recycling report was made by Mr. Ziegler, seconded by Mr. Turner. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Mr. Heydt presented the Highway Report

April 5, 2011 – April 18, 2011: Cleaned up snow equipment on rainy days, repaired bad spot on Swamp Creek Rd., continued to clean out inlets for the MS4 report, fixed sink holes on Walter Drive, repaired dirt roads, opened Douglass Park for the season and replaced well pump for concession stand, removed guide rail from Smith Road Bridge, called in for flooding over the weekend and a downed tree on Specht Road, inspected bridge on Henry Road and found it to be in need of the installation of a new deck and I have asked Pennoni to take a look at the bridge to give us some ideas on how to fix the problem. Mr. Heydt commented that he believes that we could possibly fix it ourselves. Mr. Heydt thanked Fire & Rescue for all of their help with lights and manpower during the flooding over the weekend. Mr. Ziegler commented that Mrs. Gehman contacted him about her storm drains being closed on Swamp Creek Road, Mr. Heydt stated that the roadcrew shoveled out the area. Mr. Ziegler stated that Mrs. Gehman said the problem wasn't fixed, Mr. Heydt stated that the pipe is open, Mr. Ziegler asked him to check on the situation, Mr. Heydt said he would follow up with Mrs. Gehman. Mr. Heydt commented that he checked on a problem at the VanAnglen property on Oberholtzer Road and the issue is that the water pushes across the street from the neighbor's driveway. No other questions were asked.

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

Mr. Heydt presented the Zoning Report

Mr Heydt stated that eleven small permits were issued totaling \$531.00. There are two new businesses coming into the Township, one beauty shop and a full time Chiropractor. Mr. Hiryak informed Mr. Heydt of a pothole on Swinehart Road and Mill St.; Mr. Heydt replied that he will try to repair it this week. Mr. Ziegler asked if there were any questions, no one replied.

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

Cynthia O'Donnell presented the Treasurer's Report.

1. Authorization to pay the bills. The unpaid bills totaled \$126,569.55. These included invoices for Montgomery County Planning Comm. For \$4,809.75, PA UC Fund for \$6,892.60, and Scott Communications Inc. for \$7,243.22. The Planning Commission payment is the first of two payments we will make in 2011. The second payment will be due in October of 2011 for the same amount.

A motion for authorization to pay the bills was made by Mr. Turner, seconded by Mr. Stasik. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

The Treasurer also stated that she met with Andy Duncan, Mike Heydt, and Barry Templin to review 2011 actual vs. budget to date. I will meet with Pete in the next two weeks to review the administrative budget. I will then prepare the budget amendments suggested and present them for the Board's review and approval. The General Fund income for 2011 to date is 2.3% behind last year's income to date. Mr. Turner inquired as to where it is down, the Treasurer replied property taxes, police fines, and building permits are down however it seems that people are waiting longer to pay property taxes. Certificate of Deposit investments are earning a weighted average of 2.5% for the General Fund. Invoicing for baseball field signs for the 2011 season has been sent out for the 17 signs currently in place. There is room for an additional 22 signs on the fence. Stewart & Conti invoices

remain unpaid. We received \$10,500 from Beazer Homes Corp. and their escrow account has been opened. We received our Liquid Fuels Tax Fund payment in the amount of \$238,399.36 and our Road Turnback annual maintenance payment in the amount of \$57,720.00. the money was received via ACH on April 1, 2011. The Liquid Fuels Tax Fund payment was \$3,714.36 over our budgeted number. Mulch sales to date are 80 scoops @ \$10; 51 scoops @ \$5; and 33 containers @ \$1 for a total of \$1,088.00. I would like to request the approval of the Board to change our electric power supplier to Palmco Power PA, LLC. The current Met-Ed rate to compare is 8.972 cents. The current price from Palmco is 7.43 cents. Based on our current electric consumption and the current prices, the Township would save \$296 monthly or approximately \$3,000 annually by switching suppliers. Palmco Power PA LLC is listed on the PA Office of Consumer Advocate's Electric Shopping Guide website. The switch in suppliers does take approximately two months to complete. Mr. Stasik asked how long is the switch to Palmco valid, the Treasurer replied that there is no contract, they adjust their prices monthly however they have not changed their prices in the last sixteen months.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to change our electric supplier from Met-Ed to Palmco Power PA LLC. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

Mr. Theil stated that he noticed Mr. Markofski's invoices were not listed on this month's bills, doesn't this create problems with finances, the Treasurer replied that billing monthly keeps you more current. Mr. Theil also asked about the legalities of fundraising in the Townships name, the Treasurer stated that charitable contribution disclosure requirements are that the donor has a record for tax deduction purposes and there is an IRS website available if anyone is interested in visiting their website. Mr. Ziegler asked the Solicitor to please get his billing to the Township on time, the Solicitor replied that he usually looks at billing last and is not that concerned as to when the Township will pay his invoicing however he will submit his bills tomorrow. The Treasurer stated that the bill will be included in next month's payment. The Manager asked the Treasurer if the donation letter was sufficient as far as what the Township is responsible for, the Treasurer replied yes. Mr. Hiryak questioned if Mr. Garner charged the Township for his report at the last meeting, the Manager stated that if we would be charged it would be billed to the developer, Graterford Road Properties LLC. No other questions were asked.

A motion to accept the Treasurer's Report was made by Mr. Turner, 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: **Audit Meeting April 19th, 2011 @9:00, Mr. Stasik will be present. Rep. Toepel's Outreach Program Tuesday, April 19th from 10am-12noon. Police Regionalization Meeting @ New Hanover Township Tuesday, April 26th @ 10am with Mr. Stern, Mr. Ziegler, Solicitor Markofski, Chief Templin, and Peter Hiryak present. Board of Supervisors Meeting Monday, May 2nd, 2011 @ 7:30pm. Planning Agency Meeting Thursday, May 12th, 2011 @7:00pm, Rt. 100 Overlay District (Market Street) 6pm. Mainstreet Revitalization Committee – next meeting June 9th.**
2. **Open Space/Recreation Committee** – the Manager stated that he received a letter of resignation from Ed Reitz from the Open Space/Recreation Committee.

A motion to accept the resignation of Ed Reitz from the Open Space/Recreation Committee was made by Mr. Stasik, seconded by Mr. Ziegler. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

3. **Trout Rodeo Donations** – the Manager stated that the advertisement for the rodeo will be in the paper this week and next week. Staff sent flyers to Gilbertsville, Washington, and Boyertown Elementary schools, as of today there are 31 kids signed up. We received donations from Cabot, Garner & Bauer, Pennoni Associates, A D Moyer, Wendy's Flowers, Weis Markets, Redners Markets, Wynne Construction, Ches-Mont Disposal, Alex Brumwell, Saville's Diner, Bermont Motors. Mr. Ziegler instructed the Manager to invoice him for \$500.00, and he is expecting another \$2000 to be donated in the next day or so, the fish have been paid for. The rodeo has been opened for kids to outside of the Township. Mr. Sell commented that it must be the kids catching the fish,

everyone agreed. Mr. Stasik commented we should give out goody bags to the kids so they have some equipment to fish, staff will work on this. No other questions were asked.

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

Public Comment

Mr. Brumwell commented that signs for candidates are disappearing and it is not the wind blowing them away. Mr. Ziegler stated that he has an idea of who it is. Mr. Sell asked if we had to pay for the advertisement for the rodeo, the Manager stated yes we had to pay but we received a discount, the cost was \$270.00. No other public comment was given.

Old Business or New Business

Mr. Dodge stated that several good donations were received for the rodeo, the gift cards will be for prizes, we need registration papers with the prizes listed on them. We have to work on getting attendance up. There was some discussion on what type of prizes would be awarded, possibly savings bonds. The port-a-potty has been ordered and also a washstand. Mr. Dodge asked the Manager to update him on the progress as we approach the rodeo date. No other business was brought up.

A motion to adjourn the meeting at 8:53pm was made by Mr. Stasik, seconded by Mr. Turner. Stasik-Aye, Ziegler-Aye, Turner-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, May 2nd, 2011 @ 7:30 pm.

Respectfully submitted by,

Marcy Meitzler