

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 Fred Theil, Solicitor Paul Bauer, Robert Campbell, Chief Templin, Mike Heydt, Pete Hiryak and approximately 24 residents.

Mr. Ziegler led us in the pledge of allegiance.

Solicitor Bauer stated that there was an Executive Session earlier this evening to discuss litigation involving the police department and zoning violation issues; no acts or decisions were made by the Board.

Mr. Ziegler asked if there were any changes, corrections, or comments on the minutes of April 2<sup>nd</sup>, 2012 Board of Supervisors Meeting, no one replied.

On motion by Mr. Theil, seconded by Mr. Stasik, the Board approved the minutes of the April 2<sup>nd</sup>, 2012 Board of Supervisors Meeting. Stasik-Aye, Ziegler-Aye, Theil-Aye. Motion passed.

**Ambulance Report – Gary Schmoltze**

The total number of calls for the month of March was 98; 46 calls were from Douglass Township. 72 patients were transported, 11 cancellations, 11 refusals, 3 No EMS required, and 1 fire scene standby. GACAS is continuing to apply for grants for equipment for the trucks. Mr. Ziegler asked if there were any questions for Mr. Schmoltze, no one replied.

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

**Trustees Report presented by Charles Haddad-** Mr. Haddad stated that he is happy to report that the finances for No. 1 have improved. Bingo has been in operation for two months with No.1 and F&R working together well and thanked Linda & Fred Theil, Michael Heydt, and the other volunteers that are helping with bingo. Mr. Haddad would like to transfer his name off of the deed by December 2012. A settlement is being worked out with the water situation and Mr. Haddad would like to invest that amount in an annuity. Mr. Ziegler asked if there were any questions for Mr. Haddad, no one replied.

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

**Fire & Rescue Report presented by Chief Smith-** Fire report for March 2012: 1 brush/trash fire, 3 fire alarms/CO2 alarms, 4 fire police, 4 assists to other departments, 2 special service, and 2 investigations for a total of 16 calls. The Fire Company was in service for 20 hours and 47 minutes. Members continued VRT training 16 hrs of operations training. Chief Smith thanked the Board for the opportunity to purchase the police explorer however declined. They have received \$10,000 from the Bingo Operation to put toward a new truck fund. Chief Smith requested that the Board attend an informational meeting at Global Advanced Metals (Cabot) along with Colebrookdale, Boyertown School District, Chief Templin for the purpose of putting an emergency plan in place should there be an accident at Global Advanced Metals. It will be on June 6<sup>th</sup>, 2012 at 5:30 pm at the Global Advanced Metals administration building. Each Board member agreed to attend. Chief Smith commented that he believes that it is time to implement a burn ban and he would like it to start now for the next 30 days.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to implement an Open Burn Ban for the next 30 days because of the dry weather. Notices are to be placed on F&R/No.1 bulletin board and on the Township's Website. Stasik-Aye, Ziegler-Aye, Theil-Aye. Motion passed.

Chief Smith also had concerns on the many fire violations that have been occurring in rental apartments. Mr. Bauer stated that the Fire Ordinance should be reviewed and updated. Mr. Ziegler asked if there were any questions for Chief Smith, no one replied.

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

**Gilbertsville No.1 Report presented by Terry Sacks**- No.1 continues to have live bands playing on the weekends, there will be a Mother's Day Buffet, a live band on May 12<sup>th</sup> after golf outing and dinner with red cross there. In June there are 4 weddings booked. There will be a Father's Day Dinner and there is Zumba Classes available. The Carnival and Bike Night have been scheduled. Mr. Sacks thanked Ricky and Fire & Rescue for helping to set up the tables for the banquets and they are working on booking more Comedy Acts. Mr. Ziegler stated that he is glad to hear good reports on No.1 and F&R working together and stated that the Board will help whatever they can do to continue this effort. No questions were asked.

A motion to accept the Gilbertsville No. 1 Report was made by Mr. Ziegler, seconded by Mr. Theil. Stasik-Aye, Ziegler-Aye, Theil-Aye. Motion passed.

#### **Police Department Report – Chief Templin**

Statistics for March 2012 – 406 incidents reported, 3 reportable accidents, 0 non-reportable accidents, 31 criminal investigations, 8 criminal arrests, 238 traffic citations, 11 non-traffic citations, 2 parking tickets, 8,895 miles traveled, money received by the Township \$5,075.38. Saturday, April 28, 2012 from 10:00am – 2:00pm we will be participating in the National Drug Take Back Initiative in cooperation with the Drug Enforcement Agency. Giant Food Store will be hosting our collection site and anyone can bring in expired or unwanted medications to be destroyed. Accreditation is a progressive and time-proven way of helping institutions evaluate and improve their overall performance. The cornerstone of this strategy lies in the promulgation of standards containing a clear statement of professional objectives. Participating administrators then conduct a thorough analysis to determine how existing operations can be adapted to meet these objectives. When the procedures are in place, a team of independent professionals is assigned to verify that all applicable standards have been successfully implemented. The process culminates with a decision by an authoritative body that the institution is worthy of accreditation. On April 4, 2012 Cpl. Steffie and I attended the Pennsylvania Law Enforcement Accreditation Commission meeting in Harrisburg, PA in hopes of re-obtaining our accreditation status. After extensive review, our police department received a unanimous vote from the Commission to be a re-accredited police agency. It is an achievement of true professionalism in the policing industry. I want to thank all of the officers in our police department for all of their hard work in achieving this goal. It is an achievement of true professionalism and excellence. I would like to present to the Board our Certificate of Law Enforcement Accreditation. The Chief stated that in another 3 years we will be inspected again for re-accreditation. Mr. Ziegler asked if there were any questions for Chief Templin, a resident complained about cars running through a stop sign on Werstler Avenue/Virmay Drive and high speeds when the buses are dropping off and picking up children. Chief Templin stated that he will have an officer sit there and also put the speed trailer on Gilbertsville Road to hopefully slow the cars down for the time being. Mr. Heydt offered to put up NO THROUGH signs up for the Chief if it would help out.

A motion to accept the police department report was made by Mr. Stasik, seconded by Mr. Theil. Stasik-Aye, Ziegler-Aye, Theil-Aye. Motion passed.

#### **Recycling Report presented by Andrew Duncan**

For the month of March 2012/April 2012: 1 load of cardboard to Reading, 3 loads of light iron to Pottstown. Mr. Duncan announced that we now get paid for our electronic recycling from a company called We Recycle; we have received our first check in the amount of \$808.47. The chipper was out to nine residences this month and we still have a lot of mulch available at the recycling center. After sending out second notices for business recycling reports he is happy to report that we have received 95% of the responses and he will begin working on the numbers for the 904 grant

application for the fall. I have been working on the PADEP 902 recycling grant over the past month and it is just about ready to be sent in. We are looking at purchasing 1,000 curb side recycling containers, one roll-off container for the hook lift truck, and 3 self dumping hoppers for precious metal storage to be placed in a locked facility. The prison crews will be working on roadside clean up from April 17<sup>th</sup> to April 20<sup>th</sup>, 2012. Mr. Duncan stated that with the paper, metal, cardboard, mulch, and now electronic sales the recycling center is paying for itself, the biggest expense is the trash pick up and disposal. No questions were asked.

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

**Engineer's Report – Robert Campbell**

1. BUI/Jordan Drive Subdivision – Conditionally approved at the September 15, 2008 meeting. Resolution approved at October 6, 2008 meeting. Final plans submitted, currently under review.
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)-Staff meeting on November 15, 2011 to review layout and discuss potential concerns prior to developer going ahead with engineered plans.
4. 400 Gilbertsville Road – Conditionally approved at the May 16, 2011 Supervisors meeting. Received resubmission on January 31, 2012. Developer needs to address sewer easement description (exclusive sanitary sewer).
5. Hoffman Subdivision – Received sketch plans for 114 lot subdivision, with 17 lots all or partially in Douglass and the remaining lots in Washington Township. Prepared review letter dated June 28, 2011, revised July 5, 2011. Planning Commission is evaluating zoning concerns and will offer an opinion to the Township at a future date.
6. Berwind II – Received preliminary plans for 71 residential units. Prepared review letter dated December 5, 2011. Met with the Developer's Engineer on December 22, 2011 to review storm water design. Granted a 180 day extension.
7. Clover Hill – Property spans Washington Township and Douglass Township with 17.5 acres in Douglass Township. Douglass Township portion is Zoned R-1 and was originally submitted as a 13 lot subdivision. Developer now proposing to resubmit as a 3 lot subdivision with 2 lots as flag lots and a single access driveway off Niantic Road. Discussed at February 9, 2012 Planning Meeting. Planning Commission responded favorably. No plan submission received to date. Zoning issues will need to be addressed.
8. Quigley Bus Service – 290 Middle Creek Road – Presented before the Planning Commission meeting on February 9, 2012 and the main concern is traffic and logistics of moving a high volume of school buses from the location. Received plans dated January 2, 2012. Review letter dated March 1, 2012. Currently before the Zoning Hearing Board.
9. Wawa; Rt.100 and Grosser Rd. – Presented to Planning Commission at the February 9, 2012 meeting. Planning Commission responded favorably. No plan submission received to date.
10. Cobblestone Crossing-Phase 3- Beazer. Residential construction on-going.
11. Smith Road Bridge – Received updated as-built drawings from Wilkinson Associates today. Recommendation for escrow release No. 4.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to authorize escrow release No.4 to Wilkinson Associates in the amount of \$4,000.00 for the preparation of the as-built drawings for Smith Road Bridge. Stasik-Aye, Ziegler-Aye, Theil-Aye. Motion passed. The Manager noted that this uses up all the escrow money for this project.

12. Hartford Retail-Douglass Town Center – Performed follow-up site inspection for completion of maintenance punch list dated February 6, 2012. Hartford Retail has addressed all comments with a couple exceptions. Harford Retail will cut back the slope at the Holly Road access drive to improve the site distance; and tree replacement was delayed until trees were budding, but is now ready to be performed – approximately 14-15 trees.

13. Market Street/Act 209 – Continuing to work toward identifying economically feasible solution to construct Market Street without using Act 209 funds or public funding.
14. Congo Road/Philadelphia Avenue Traffic Report – PennDot performed a traffic study and have requested that the Township consider installing new timing devices at both the Congo Road and Gilbertsville Road intersections. PennDot recommends new GPS timing devices and timing adjustments. The manager stated that he spoke with Michael Gambone and he granted permission for Retail Sites to use part of his property on Holly Road to grade the area and make site distance improvements.

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

**Solicitor's Report – Paul Bauer**

**Zoning Hearings** – On April 5<sup>th</sup>, I appeared before the Douglass Township Zoning Hearing Board for the Hansen Nurseries Zoning Application. At the request of the BOS, my appearance was entered into the record, and a hearing was held to determine whether the ZHB would grant the applicant a Zoning variance, also known as a use variance to allow the applicant to operate a mulch grinding business on 7.5 acres of land. According to the testimony received from Frederick Hansen, he entered into an Agreement of Sale whereby he would sell his property to the new owner, but would immediately lease the property back, in its entirety, minus the 7.5 acres that was the subject of the mulch grinding business. The mulch grinding business would be operated by the new owner of the property. The ZHB granted the applicants request for a use variance, but placed numerous conditions upon the relief granted. A copy of the Zoning Hearing Board's decision was in your Board packet and I would be happy to answer any questions pertaining to the application. I feel the BOS initial concerns such as noise, traffic, stormwater runoff, and any other environmental issues were addressed in the hearing and the relief granted by the ZHB. On April 10<sup>th</sup>, I appeared before the Douglass Township Zoning Hearing Board for the Zoning Application of Quigley Bus Company. The applicant is seeking a use variance to allow for the operation of a bus depot in the Residential R-1A Zoning District. Additionally, the applicant is seeking a special exception to allow for an 8 foot high fence surrounding the property immediately adjacent to the bus depot. Several witnesses testified on behalf of the application, however due to the length of the hearing, the matter was continued to May 1<sup>st</sup>. The last testimony that was received was from the applicant's traffic engineer. A traffic study was prepared and presented to the ZHB members. Cross examination was postponed due to the length of the hearing, and to allow the Township an opportunity to review the traffic study presented by the applicant. I am respectfully requesting that the BOS approve the Township's traffic engineer to review the traffic study and work with my office in this matter. I will be happy to discuss this matter further with the BOS in either Executive Session or at the meeting at the Board's pleasure.

A motion was made by Mr. Theil, seconded by Mr. Stasik to authorize the Township's traffic engineer to review the traffic study of the proposed bus depot by the Quigley Bus Service and to work with Solicitor Bauer's office in this matter. Stasik-Aye, Ziegler-Aye, Theil-Aye. Motion passed.

The Board asked Solicitor Bauer and the Township traffic engineer, Brian Keaveney to attend the May 1<sup>st</sup> Zoning Hearing for Quigley Bus Service.

**Building Code Violations** – The notice of violation for Wayside Chapel was sent to the owner on April 4<sup>th</sup>, 2012. Pursuant to both the letter, as well as our building codes, the owner had until April 14<sup>th</sup> to begin the cleanup of the work to correct the building code violations. Although we did receive a letter from the owner dated April 14<sup>th</sup>, the work to correct the code violations has not been started. I will be happy to advise the BOS, in Executive Session, as to the Board's next step. Mr. Bauer stated that a response was received from Wayside Chapel on the Code Violation letter and we will proceed with District Justice office. No questions were asked.

Applications which are pending but inactive:

Danny Jake – Hallowell	inactive 2 years
Cobblestone Commons	inactive 1 year
Bui Jordan Drive	inactive 1-1/2 years

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

**Mike Heydt presented the Highway Report** – (March 20, 2012-April 16, 2012) Fixed potholes with cold patch. Replaced 2 inlets on Thrush Drive. Replaced 3 inlets on Wren Road. Cleaned out under Smith Road Bridge. Replaced pipe on Clubhouse Circle. Replaced pipe on Aspen Lane. Repaired pipe on Oak Street. Cleaned out ditch on Hillside Drive. Fixed backhoe hydraulic tank. Mounted mower for spring roadside mowing. Cleaned and repaired all salt equipment. Mr. Stasik asked if the new building is coming along, Mr. Heydt replied that the garage doors will be installed this week. Mr. Heydt stated that we purchased a used storage shed from Mr. Ron Schaeffer and we will be using it for storage of baseball field equipment, the soccer club will also be allowed access to this shed for soccer field equipment. Mr. Sell asked why we take care of the baseball fields, why can’t the baseball teams take care of the fields; the soccer club takes care of the soccer fields. The manager stated that the soccer fields are under agreement to be maintained by the Soccer Club. Mr. Goldey on Virmay Drive had some water concerns that Mr. Heydt will be looking into.

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

**Mike Heydt presented the Zoning Report** – Mr. Heydt stated that his zoning report was covered under Mr. Bauer’s report; he had nothing more to add.

A motion was made by Mr. Theil, seconded by Mr. Stasik to accept the Zoning Report. Stasik-Aye, Ziegler-Aye, Theil-Aye.

**Old Business/New Business**

Mr. Theil stated that at the PMRPC meeting on April 3<sup>rd</sup> our proposed Rt.100 Corridor Non-Residential Overlay Ordinance was reviewed and approved. The Economics Implementation Plan was also reviewed.

Mr. Kuklinski announced that the Open Space/Recreation Committee recently visited the open space properties and complimented Mr. Heydt and the Roadcrew for doing an excellent job in maintaining the properties. The “No Hunting” decision will be revisited and discussed further. The Fish Rodeo is being planned for late April early May 2013 and Mr. Kuklinski asked for a list of the costs involved with the rodeo, the manager stated that he will get that information to him for the next meeting. Received a letter from the owner of 158 Lone Pine Road offering to sell the property to Township for open space, the committee would like a layout of the property for review. The manager stated that he will supply a map of the property.

**Pete Hiryak presented the Manager’s Report.**

1. The Manager reviewed the upcoming meetings as follows: ZHB continuation of Quigley Bus Service appeal Tuesday, May 1<sup>st</sup>, 2012 @ 7pm. Board of Supervisors Meeting Monday, May 7<sup>th</sup> - work session @ 7pm, meeting @ 7:30pm and Rt. 100 Corridor Non-Residential Overlay Ordinance Public Hearing @ 7:30pm (approvals by P/A, MCPC, PMRPC). ZHB-Bartman Avenue, rear yard setbacks for pool & deck on Tuesday, May 8<sup>th</sup> @ 7:30pm (approval by P/A).

2. Treasurer's Report - The manager stated that the unpaid bills totaled \$135,172.45 and asked for the Board's authorization to pay the bills. Unusual items are Catapult Web for the Township's website rework, Computerized Reporting Services for the stenographer for the zoning hearings, Denney Electric for electrical for the new building, Jerry's Sport Center for ammunition for the police dept, MCPC for planning assistance, Ronald Schaeffer for a shed for the ball field equipment, and Stratix Systems for the maintenance agreement on the police copy machine. We will be receiving training on the new website replacing the old website and a new calendar feature has been added.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to authorize payment of the bills. Stasik-Aye, Ziegler-Aye, Theil-Aye. Motion passed.

The PA Department of the Auditor General will be at the Township office on Wednesday, April 18<sup>th</sup> to conduct a compliance audit of the pension plans. The compliance audit will cover the period from January 1, 2009 through December 31, 2011. We have received correspondence from Conrad Siegel Actuaries concerning the actuarial valuation to be prepared for the "Other Post Employment Benefits". The valuation will be prepared as of January 1, 2012. Our last valuation was prepared as of January 1, 2009. We are required to have the valuation every three years. We will be responding to the actuary with the requested data. The PA Liquid Fuels tax and turn back maintenance funds were received by the Township. We received \$257,313.40 in Liquid Fuels tax, and \$57,720.00 in turn back maintenance. The Liquid Fuels tax received exceeded our budgeted revenue by \$8,276.52.

3. BMMA – 2012 Sewer Projects – The sewer projects for this year are; Gilbertsville Road near Buchert, Buchert Road, Pine Lane, Onyx Lane, and 300' of Grosser Road from Rt.100 to the Fitness Center entranceway. Full overlays are required for all the roads.
4. The lighted sign will be installed in three weeks.

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

### **Public Comment**

No comment was given.

A motion to adjourn the meeting at 8:47pm was made by Mr. Theil, seconded by Mr. Stasik. Stasik-Aye, Ziegler-Aye, Theil-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, May 7<sup>th</sup>, 2012 @ 7:30 pm.

Respectfully submitted by,  
Marcy Meitzler