

The meeting of the Douglass Township Board of Supervisors was called to order at 7:31 P.M. Attending were Chairman Fred Ziegler, Supervisor Fred Theil, Solicitor Paul Bauer, Robert Campbell, Mike Heydt, Chief Templin, Cynthia O'Donnell, Pete Hiryak and approximately 17 residents.

Mr. Ziegler led us in the pledge of allegiance. Mr. Ziegler announced that Mr. Stasik will not be attending this evening because he had a previous engagement.

Mr. Ziegler asked if there were any changes, corrections, or comments on the minutes of June 4th, 2012 Board of Supervisors Meeting, Mr. Ziegler wanted to add to the minutes that at the last meeting he made a comment about Mr. Ron Davidheiser leasing his property to a hunting club, Mr. Ziegler stated that he received two calls about this issue and both calls were positive feedback that Mr. Davidheiser leases his property and Mr. Ziegler agrees that Mr. Davidheiser should be allowed to lease his property and added that he leases it for one dollar. Mr. Davidheiser's daughter due to a physical handicap spends a lot of time walking in Keller Woods and not on roadways which is another reason why there should be no hunting on open space properties and should be open to all the public at all times. No other comments were given.

On motion by Mr. Ziegler, seconded by Mr. Theil, the Board approved the minutes of the June 4th, 2012 Board of Supervisors Meeting with the addition of Mr. Ziegler's comment that "Mr. Davidheiser leases his property to a hunting club and that he received two calls both with positive feedback that Mr. Davidheiser should be allowed to lease his property and Mr. Ziegler agrees that Mr. Davidheiser should be allowed to lease his property and added that he leases it for one dollar. Mr. Davidheiser's daughter due to a physical handicap spends a lot of time walking in Keller Woods which is another reason why there should be no hunting on open space properties and should be open to all the public at all times." Ziegler-Aye, Theil-Aye. Motion passed.

Mr. Bauer announced that prior to tonight's meeting there was a pre-agenda meeting and a brief Executive Session on litigation matters – no votes or decisions were made.

Ambulance Report – Warren Moser

Mr. Moser thanked Township personnel, the police department, and the fire company for their support. The total number of calls for the month of May 2012 was 126; 62 calls were from Douglass Township. 95 patients were transported, 10 cancellations, 11 refusals, 1 Standby with Fire Department, 1 expired on scene, 2 no treatment required, 4 no patient found, and 2 transferred care to air medical service. June 2012: Training - one member participated with Gilbertsville Fire & Rescue on water rescue course. Fund Raising Activities – Mr. Moser invited everyone to attend June 30, 2012 at GACAS American Dream Corvette Club cruise night and car show, 4pm – 8pm. Fleet Replacement – Still working on the bidding process for new ambulances. Should have final pricing June 27, 2012. Driveway – Thanks to Douglass Township for installing a drainage system at the edge of our ambulance ramp. We are presently soliciting bids for the blacktop to be finished.

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

Fire & Rescue Report presented by Chief Smith- Fire report for May 2012: 1 vehicle fire, 4 fire alarms/CO2 alarms, 1 vehicle accident, 1 vehicle rescue, 1 medivac landing, 1 fire police, 2 assists to other departments, and 1 special service for a total of 12 calls. The Fire Company was in service for 12 hours and 54 minutes. One member graduated from the Montgomery County Fire Academy with FF1 certification. So far \$22,600.00 has been received through fundraising efforts and bingo has really surprised all of us, just last week we had 93 people attend bingo. The County will be upgrading the radio system and we have learned that the fire company will have to buy new radios, we will need 42 @ \$7000.00 per radio – we are looking probably two years down the road for this requirement when the low band system will go away. Mr. Ziegler asked if there were any questions for Chief Smith. Mr. Theil made a motion for a proposed a 1st responder appreciation supper for active firefighters and all Gilbertsville Ambulance Personnel, however that date on the flyer is wrong it should be Sunday, October 7th, 2012, this flyers will be corrected and re-distributed.

A motion was made by Mr. Theil, seconded by Mr. Ziegler to approve a 1st Responder Appreciation Supper for active firefighters and all Gilbertsville Ambulance Personnel as per flyer on Sunday, October 7th, 2012 at 5:30pm at the Gilbertsville Fire Company #1. Ziegler-Aye, Theil-Aye. Motion passed.

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

Police Department Report – Chief Templin

Statistics for May 2012 – 444 incidents reported, 9 reportable accidents, 18 non-reportable accidents, 27 criminal investigations, 8 criminal arrests, 165 traffic citations, 10 non-traffic citations, 2 parking tickets, 8,228 miles traveled, money received by the Township \$5,780.78. Chief Templin stated that we have completed the migration of data from our old records management system, Visual Alert 1, to our new records management system, Visual Alert 2 & L.E.J.I.S. (Law Enforcement Justice Information Sharing Program). All of our officers have completed the training required and we are up and running with the new software. This upgrade was paid for by a grant that I had applied for some years back in the amount of \$4,750.00. I informed the Board at the last meeting that I had applied for a grant involving the purchase of the AVID micro-chip scanner. We have received the AVID micro-chip scanner and are now able to scan lost pets that have been micro-chipped with a 125 kHz frequency micro-chip, which is the most common micro-chip in use today. Hopefully this tool will help our police department to be able to re-unite pet owners with their lost pets much quicker than in the past. The Chief commented that the SPCA does not transport animals anymore; the police department must take them to the County.

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

Recycling Report presented by Andrew Duncan

For the month of May 2012/June 2012: 1 load of cardboard to Reading, 2 loads of light iron to Pottstown, 1 load of aluminum to Pottstown. Mr. Duncan announced that we received a check from WeRecycle in the amount of \$1,632.36. The chipper was out to 4 residences for curbside chipping this month; 3 out of 4 residences were exempt from payment. We still have mulch and leaf compost available for \$10.00 per scoop, and if you bring in the coupon from your trash bag inserts, the cost will be \$5.00 per scoop. One coupon is required per visit. DEP 902 grant has been completed and sent in. DEP 904 grant has just been announced to open up shortly for 2011 recycling tonnages. Mr. Theil asked Mr. Duncan if he attended the class sponsored by PROP, Mr. Duncan replied yes he did attend the class and he brought a lot of useful information back from it. No other questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to approve the Recycling Report. 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 April 12, 2012. Met with the developer's engineer on May 17, 2012 to discuss requirements for recording plans.
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. Received conditional approval by 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. Hartford Retail-Douglass Town Center – Hartford Retail cut back the slope at Holly Road access drive to improve the site distance; and tree replacement is expected to be performed in the near future.
 12. Market Street/Act 209 – Preparing conceptual road improvement layout for presentation to PennDot. In discussions with Developers and the Planning Commission we will include the conceptual layouts for the Developments we have available on the Route 100 improvements plan for presentation to PennDot. Gambone is revising their concept plan.
 13. Warren Frame property on the landfill abuts Jackson Road. Mr. Frame has proposed a zoning change from R-1 to M-1 for a light industrial development on the site. Planning commission requests direction from the Supervisors regarding inclusion in the overlay district. This property fronts Jackson Road, the P/A feels he should contribute somehow to funding road improvements. Mr. Bauer added that another option would be if Mr. Frame goes for a zoning hearing we could attach conditions to help with road improvements. The manager suggested having Ludgate Engineering & Mr. Frame attend the next P/A workshop and discuss the possibilities, he will try to contact them to attend the July 12th, 2012 workshop meeting at 6pm.
 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, this will be completed in July.

Mr. Ziegler asked if there were any questions for the engineer, Mr. Theil asked Mr. Campbell if he has exceeded the estimated cost of \$1500.00 to prepare the Rt100 improvements plan for presentation to PennDot, Mr. Campbell replied as of now he has not exceeded \$1500.00.

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

Solicitor’s Report – Paul Bauer

Zoning/Code Violations – Today I received a fax from District Justice Saylor’s office concerning the court appearance for the Wayside Chapel/Wayside Christian School. The Township is continuing their efforts to ensure the safety of all residents. To that end, I sent two letters, one to the Pennsylvania Department of Education and the second to the Superintendent of the Boyertown Area School District. Additionally, our office is working on a Petition to file with the County Court to ensure the proper clean-up of the site. There is a 30 day appeal period and after that appeal period is over we will file to clean up property, right now there is only very minor clean up being done and no calls have been returned by the contractor. Chief Smith stated that if there is a fire in that building the firefighters will not enter the building because it is a safety hazard, the fire will be fought from the outside. Mr. Theil suggested that Chief Smith send to the other fire companies, Gilbertsville Ambulance will also

be notified the email that Mr. Bauer sent the school district I will continue to keep the Board apprised of our actions. A meeting was held with attorney James Markofski and his client, William Friel, regarding issues pertaining to the operation of Mr. Friel's business. The Township's concerns were discussed in detail, and I believe the meeting went very well. The parties all agreed to meet again in the next few weeks in order to discuss ways to fully satisfy the Township's concerns. I will keep the BOS informed of our progress.

Finally, I sent an email to Mr. Charles Markofski, requesting a meeting to discuss the Township's concerns for the property at Gilbertsville Car Wash. I will keep the BOS informed of the progress on this matter.

Property Maintenance Ordinance – Our office is continuing their work on a Property Maintenance Ordinance. At the last Planning Agency meeting the Agency discussed the draft language and hopes to be in a position at their next P/A meeting to recommend a proposed Ordinance to the Township Board of Supervisors.

New Litigation Matter – The Township received notification from the PA Human Relations Commission of an age discrimination suit. I would like to discuss the details of the complaint, as well as the Township's response to same in executive session.

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. Ziegler. Ziegler-Aye, Theil-Aye. Motion passed.

Mike Heydt presented the Highway Report – (May 22, 2012 – June 18, 2012) Fixed potholes with cold patch. Finished work at Gilbertsville Ambulance drainage. Finished mowing and hit hot spots again. Repaired Linsenbeidler Road. Replaced two pipes on Hoffmansville Road. Dug out driveway and parking area at Congo Road open space. Repaired dirt roads from rainstorm washout. Cleaned up intersections that washed out. Trimmed back Rick Road on West side. Mowed at shop. The Hoffmansville Road Paving Project will begin the middle of July 2012. A resident had concerns about a pothole on Buchert Road; Mr. Heydt stated he will take a look at it. Ms. Bauer asked what is happening on Linsenbeidler Road, Mr. Heydt stated that we are replacing pipes tomorrow and we will get rid of the guiderail. No other questions were asked.

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

Mike Heydt presented the Zoning Report – Mr. Heydt stated that he talked with the gentleman at 1407 E. Philadelphia Avenue about cleaning up the debris from the garages that fell down and he visited Mr. Adams on Mill Street and he has a dumpster on site and is continuing the cleanup process. No other questions were asked.

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

Old Business/New Business

Open Space – Mr. Kuklinski commented that the Township Solicitor advised that the rules and regulations for the Park apply to all the Douglass Township open space areas. Mr. Kuklinski thanked the road crew for their work on the driveway and parking area at the Congo Road open space property. The committee will continue to work on next year's Trout Rodeo and Mr. Ziegler will be helping with the fundraising. There will be no open space meeting in July or August. Mr. Sell still had some concerns over claims of some kids having someone fire shots over their heads on open space property; Mr. Ziegler instructed Mr. Sell to see Chief Templin on the matter. Mr. Ziegler asked the manager to contact the Board of Directors for GACAS and set up a meeting in September. Mr. Theil asked that a

meeting be set up with New Hanover Township to discuss contributions to GACAS, Mr. Ziegler asked Mr. Bauer to attend that meeting because he also represents New Hanover Township. No other old business/new business was brought up.

A motion was made by Mr. Theil, seconded by Mr. Ziegler to accept the Open Space report. Ziegler-Aye, Theil-Aye. Motion passed.

Treasurer's Report – Cynthia O'Donnell

The treasurer stated that the unpaid bills totaled \$166,805.69 and asked for the Board's authorization to pay the bills. Unusual items are Boyertown Area YMCA for Douglass Parks Summer Camp, Brown & Brown of LV, Inc, Continental Concrete Products Inc, EMC Insurance Companies, ER Property Services, Signkrafters LLC, and Omega Systems.

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

The Township liability and workers compensation insurance was renewed on 6/6/12. There is an increase of \$10,338 in the annual premium. This is mostly due to an increase in the workers compensation premium. The annual premium for the Township coverage for 2012 – 2013 is \$109,402. Our line items for insurance premiums have a budget total of \$105,050. Because we pay quarterly, the final installment will be paid in 2013. When we receive the actual insurance policies, I will allocate the premiums to the various line items and propose any budget amendments at that time. The budget amendment will be for the workers compensation line items. I will be billing for the cleanup that was performed at properties that were in violation per the Township ordinance for vegetation nuisances. The costs will be billed with a penalty of 10% of the cost. The sign is installed in front of the office building; the cost was within the budgeted \$5,000. The quote was received for the wireless access point in the meeting room. The cost is \$817.26, Mr. Ziegler approved the cost. Also included on this month's bills are the payments to non-profits as follows: Bally Community Ambulance for \$2500, Boyertown Area Multi-Service Inc for \$6000, Boyertown Community Library for \$1500, Gilbertsville Area Community Ambulance for \$10,000, Norristown Public Library for \$1000, and Visiting Nurse of Pottstown for \$2100 – total payments amounted to \$23,100. Mr. Ziegler asked if there were any questions, no one replied.

A motion by Mr. Ziegler, seconded by Mr. Theil to accept the Treasurer's report. Ziegler-Aye, Theil-Aye. Motion passed.

Pete Hiryak presented the Manager's Report.

1. The Manager reviewed the upcoming meetings as follows: ZHB Tuesday, July 10th @7pm – Bellano, 90 Marjessa Drive – dimensional variance for aboveground pool rear yard setback R-2 Cluster, recommended by P/A. P/A Workshop Meeting on Thursday, July 12th @6pm, P/A Meeting @7pm – Property Maintenance/Renters Ordinance. Board of Supervisors Meeting Monday, July 16th @ 7:30pm, Supervisors Agenda/Executive Session 7pm. BMMA Sewer Project Meeting Thursday, June 21st, 2012 @ 2pm – Preconstruction Meeting for Pine Lane, Onyx Lane, and Grosser Road near Route 100.
2. Rental Property Ordinance – P/A requests authorization for Charles Garner and Mark John to work together on inspections to finalize ordinance.

A motion was made by Mr. Theil, seconded by Mr. Ziegler to authorize Charles Garner and Mark John to work together on inspections to finalize ordinance. Ziegler-Aye, Theil-Aye. Motion passed.

The manager stated that the increase in cost of our workers compensation coverage was partially due to two firefighters getting injured and missing work when the fire company garage door malfunctioned and fell on them. Mr. Ziegler

noted that in looking at the mileage on the police vehicles we really should be looking at replacing three of them and we should discuss how to replace them. No other questions or comments were given.

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

Public Comment

Gladys Bauer from Hoffmansville Road complained about the mulch grinding operation that was approved by the Township; trucks are running in and out anywhere between 3am-5am robbing her of sleep. These trucks are 18-wheelers and there were 22 trucks just today. They are hitting signs, ruining grates because they drive over them, and it holds up traffic because two of these trucks can't pass each other at the turns. Mr. Bauer stated that Mr. Hansen applied for a use variance, the P/A recommended approval of the variance to the Supervisors and the ZHB. The variance was granted by the Zoning Hearing Board with conditions. The Zoning Hearing Board is a separate entity from the Board of Supervisors; however the Supervisors will authorize the manager to contact the owners for a meeting to discuss these concerns. One of the conditions was that the hours of operation were limited to Monday through Friday 8am – 5pm and Saturdays 8am – 12 noon. Mr. Templin stated that there have been shed break-ins in other Township so the Township residents should be very careful to lockup your outbuildings.

A motion to adjourn the meeting at 8:40pm was made by Mr. Ziegler, seconded by Mr. Theil. Ziegler-Aye, Theil-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, July 16th, 2012 @ 7:30 pm.

Respectfully submitted by,
Marcy Meitzler