

The meeting of the Douglass Township Board of Supervisors was called to order at 7:34 P.M. Attending were Chairman Fred Theil, Supervisors John Stasik & Fred Ziegler, Solicitor Paul Bauer, Robert Campbell, Mike Heydt, Chief Templin, Pete Hiryak and approximately 18 residents.

Mr. Theil led us in the pledge of allegiance.

Local Services Tax Ordinance Public Hearing – Mr. Bauer opened the public hearing and stated that this proposed ordinance has been advertised the last three Tuesdays in the Pottstown Mercury. This new ordinance would repeal the present Occupational Privilege Tax Ordinance and be replaced by enacting and levying a Local Services Tax on persons employed within Douglass Township, fixing the rate of the tax and exempting certain persons. Many Municipalities have adopted this ordinance to help fund emergency services. This would change the present \$10 OPT Tax with a \$52 LST Tax on each person whose place of employment is located within the Township. Exemptions from this tax would be someone who earns \$12,000 or less, war and honorably discharged or service declared disability. This would bring in approximately \$168,000 to Douglass Township to pay for local services. Mr. Bauer opened up the floor for public comment and started with the right section of the meeting room, Mr. Brumwell asked why is it increased from \$10 to \$52? Mr. Bauer stated that this is needed for services to the Township. The Supervisors stated that they have tried to hold costs down but all services are costly and most Municipalities have adopted this years ago. The Treasurer replied that with the OPT tax we receive \$18,000; the tax base is for anyone who works in the Township, who also use these services in the Township, the LST tax would not be a \$52 lump sum it would be taken out of the paycheck throughout the year. Mr. Sacks asked how do you get the figure of \$168,000, the Treasurer replied that out of \$52 the school district gets \$5 and the Township gets \$47. Mr. Theil stated that they tried to come up with a solution that would affect the least amount of people in the Township, the township employees would also be paying the LST tax. Police cars will have to be bought, fuel costs keep going up, this will help with those issues as well as other costs. Mr. Ziegler concurred with Mr. Theil's comments. Mr. Bauer asked the middle section of the room if there were any questions, no one replied. Mr. Bauer asked the left side of the room for questions, hearing none Mr. Bauer closed the hearing and stated that if the Board chooses to they could make a motion on the ordinance.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to approve Ordinance No. 2012-02 of Douglass Township repealing the Occupational Privilege Tax and enacting and levying a Local Services Tax on persons employed within Douglass Township, fixing the rate of the tax and exempting certain persons. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Mr. Theil asked if there were any changes, corrections, or comments on the minutes of October 1st, 2012 Board of Supervisors Meeting, no changes or comments were given.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to approve the minutes of the October 1st, 2012 Board of Supervisors Meeting. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Executive Sessions

BMMA – Mr. Bauer announced that the Board held an executive session this evening with certain representatives of BMMA to discuss important issues between the municipalities and BMMA. No action was taken by the Board.

Ambulance Service – Mr. Bauer announced that the Board held an executive session with the Gilbertsville Ambulance Service pertaining to budget items. No action was taken by the Board.

Ambulance Report – Garry Schmoltze

The total number of calls for the month of September 2012 was 108; 50 calls were from Douglass Township. 74 patients were transported, 17 cancellations, 9 refusals, 2 no treatment required, 4 DOA, 1 transfer care to air medical service, and 1 fire scene standby. No other questions were asked.

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

Fire & Rescue Report presented by Chief Smith- Fire report for September 2012: 1 brush fire, 1 wire, 1 fire alarm/CO2 alarm, 1 vehicle accident, 2 fire police, 4 assists to other departments, 3 special services , and 1 investigation for a total of 14 calls. The Fire Company was in service for 14 hours and 41 minutes. The Company assisted Douglass Township PD with a highway safety check. Received training on handling electrical emergencies and blood-borne pathogens. Chief Smith thanked the Board for the First Responder Appreciation Dinner and also thanked the Fire Company for the dinner. Everyone that attended had a good time and enjoyed the meal.

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

Chief Templin introduced former employee Bill Blatt who presented the Police Department with an Alco-sensor to be used on the street to determine levels of intoxication. Mr. Blatt stated that he worked for the Township for 30 years and he is an advocate against drunk driving because he lost his daughter due to a drunk driver. Chief Templin thanked Mr. Blatt personally from the bottom of his heart for his generosity and added that Mr. Blatt has helped The Douglass Township Police Department many times as well as other Police Departments.

Police Department Report – Chief Templin

Statistics for September 2012 – 366 incidents reported, 4 reportable accidents, 11 non-reportable accidents, 24 criminal investigations, 10 criminal arrests, 169 traffic citations, 17 non-traffic citations, 6 parking tickets, 9,735 miles traveled, money received by the Township \$5,637.87. No questions were asked.

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

Recycling Report presented by Andrew Duncan

For the month of September/October 2012: 1load of cardboard to Reading and 2 loads of light iron to Pottstown. The chipper was out to 5 residences for curbside chipping this month; four were exempt from the chipping fee. Mulch and leaf compost is available; the cost is \$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. The DEP 904 grant has been submitted and DEP acknowledged receipt of the submittal. WeRecycle electronics container has been removed from our recycling facility and the new electronics recycling firm called SIMS recycling has placed a new container on site. It was a flawless transition between the two electronics companies which caused no lapse in electronics services to the residents. I have completed the home count for Douglass Township as requested by the Board; there are 3,109 homes in Douglass Township. This year we will be a collection point for the Montgomery County political sign collection events. We will be collecting political signs and posts for the Montgomery County Recycling Coordinator for a one month period, and they will be picked up by the end of the event by Montgomery County. Signs can be dropped off from November 7th thru November 21st at either the Township building or the recycling center. Leaf Collection is scheduled to start Monday, October 22nd and will end on Friday, December 7th, 2012. Leaves will not be collected on Thursday, November 22nd, or Friday, November 23rd, 2012. Also, leaves cannot be collected on days that it is raining. Please be patient, we will get everyone's leaf piles. At the last meeting, Supervisor Ziegler made mention that he would like to see the Adopt-A-Roadway Program started in Douglass Township which I had presented about six months ago. A copy of the program was sent to each Board member. I have been in contact with representatives from Waste Management, and they are very much interested in partnering with the Township to fund this program 100%. They are looking at whether they still have grant funding available for 2012. If not they are looking into their 2013 budget for funding. No other questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to approve the Recycling Report. Stasik-Aye, Theil-Aye, Ziegler-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. Had a phone conversation on September 28, 2012 with the Developer's Engineer to discuss the current project status. Main concern is that Cobblestone Phase III isn't developed yet, so connection points aren't in place.
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 that location. Received plans dated January 2, 2012. Review letter dated March 1, 2012. Received conditional approval by Zoning Hearing Board. Meeting with Developer's Traffic Engineer on October 11, 2012. Discussed the traffic review letter dated April 27, 2012 and clarified the comments in the letter. Developer is preparing a logistics plan for bus routing and timing to identify stressed intersections. Developer will evaluate Swamp Creek Road width and intersections at Swamp Creek and Schlegel, and Middle Creek and Schlegel for site distance and turning radius evaluation.
9. Wawa; Rt.100 and Grosser Rd. – Received concept plan approval at the September 4, 2012 Supervisor's meeting.
10. Cobblestone Crossing-Phase III- Beazer. Residential construction is on-going.
11. Market Street – Performed a preliminary engineering assessment of the potential access points on Route 100 and Philadelphia Avenue. Engineering assessment included PennDot, Developers, Township Engineers and Township Staff. The general location of the right in/right out for Wawa and new intersection at Gambone Property looked to be feasible. PennDot preferred having an aligned intersection at Philadelphia Avenue. The second right in/right out for the Pineville Property was received unfavorably and a relocated position along the property line of the Markofski Property was suggested. The Developers have requested an updated cost estimate prepared assuming construction is performed by the Developers and that the cost estimate be broken down based on location. Updated cost estimate should include Jackson Road/Grosser Road improvements. The Supervisors determined that the developers will fund the update. The Board asked Mr. Bauer to draft a \$5000.00 Escrow Agreement for each of the developers. No questions were asked.

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

Solicitor's Report – Paul Bauer

Zoning/Code Violations – I received a phone call from Attorney Peri Fluger, who is now attorney of record for Wayside Chapel and Reverend Paul Kulp. He discussed the possibility of settling the Zoning appeal. He clearly understands the Township's needs to have the property cleaned up, and was amenable to attempting to enforce out clean-up efforts with his client. His main concern is having a "joint" plan as to what constitutes a successful clean-up of the property. We have set up a meeting for Friday, October 19th, at 11:30 at the site to discuss further. Please make sure the manager and Mike are available, with a camera to record the progress.

Local Services Tax – At the Board's request, a new Taxing Ordinance was prepared. The new ordinance eliminates the Township's current Occupational Privilege Tax and replaces it with a Local Service Tax. The Ordinance was advertised three successive weeks, as requested by the Local Tax Enabling Act, and a public hearing will be held tonight at 7:30pm.

Township Manager Contract – I received some suggested revisions to the Manager's contract, from Pete. They were not so much revisions, as a restating as to the current benefits he is already receiving. I revised the contract, and provided the BOS with a copy.

BMMA – The BOS met this evening in executive session with certain representatives of BMMA to discuss important issues between the municipalities and BMMA. It appears that unless we can come to a mutual resolution on how to amend the charter of the organization, the bylaws that govern the organization and the communication between the entities that litigation may be on the rise. Hopefully, the executive session meeting tonight will go a long way in easing up the tensions involved.

Amendments to Retirement Accounts – As you know, based upon certain changes bargained for by the Police in their contract, changes were needed in both the uniform and non-uniform police pensions. An Ordinance is needed to make the necessary changes and that Ordinance needs to be advertised. I have prepared the necessary advertisements and forwarded same to the Pottstown Mercury. I am requesting formal authorization to advertise the Ordinances for adoption at our November 5th BOS meeting.

A motion was made by Mr. Theil, seconded by Mr. Ziegler to authorize Mr. Bauer to advertise a public hearing notice in the Pottstown Mercury of an Ordinance amending the uniform and non-uniform pensions on October 22nd, 2012 and October 29th, 2012 for a public hearing on November 5th, 2012. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

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

Mr. Theil asked if a meeting date has been set with Interstate Waste Services, Mr. Bauer replied that he is trying for October 24th or October 25th, 2012, he will forward the dates to the Board of Supervisors. No other questions were asked.

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

Mike Heydt presented the Highway Report – (September 18, 2012 to October 15, 2012) Improve park driveway off of Merkel Road. Repaired inlet on Pinehurst Way. Fixed bad spot on Swamp Creek Road. Cleaned blacktop box for the year. Repaired ditch on Miller Road. Replaced signs along Niantic Road. Helped with park signs. Mowed open space properties. Repaired potholes on Cronrath Road. Repaired potholes on Hoffman Road. No comments were given.

Mike Heydt presented the Zoning Report – Mr. Heydt stated that he reminded Mr. Adams that he has until the end of this year to clean up his property. Mr. Heydt responded to a pool complaint on Bow Lane and the owners have started to winterize the pool and it will be covered for the season shortly. No comments were given.

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

Treasurer's Report – Cynthia O'Donnell

The treasurer stated that the unpaid bills amounted to \$283,867.98; the unusual bills were Bechtelsville Asphalt for repairs to Werstler Ave and Swamp Creek Rd. Douglass Township Firefighters Relief Fund, Fox Children's Fund, Gilbertsville Fire Company, Hydrocon Services, PMRS, and Rileighs Outdoor Décor. The Foreign Fire Insurance Premium Tax in the amount of \$71,229.55 was received on September 21st. As noted above, the amount is being disbursed to the Douglass Township Firefighters Relief Association with today's disbursements. Funds must be distributed within 60 days of receipt to the Volunteer Firefighters' Relief Association. The 2012 Commonwealth allocation of General Municipal Pension System State Aid in the amount of \$92,978.85 was also received on September 21st. Based on a unit allocation of \$3,576.11, the amount of \$64,369.98 will be deposited into the police pension plan, and the amount of \$28,608.87 will be deposited into the non-uniform pension plan. Funds must be deposited into the pension plan within 30 days of receipt. An ACH payment was made to EMC Insurance Company on 9/24/2012 for the quarterly installment of our annual premiums for policy year 6/01/2012 to 6/01/2013. The bill was received immediately after our September Board of Supervisors meeting, but needed to be paid by 10/06/2012. General Fund income for 2012 is equal or slightly ahead for most budget lines. The biggest difference between income this year and last is the State shared revenue (Foreign Fire Insurance Premium Tax and General Municipal Pension System State Aid) that was increased last year with a onetime payment. The recycling performance grant of \$25,017 was received on 9/24/2012. This budgeted amount was \$25,800. The recycling fund income for 2012 is comparable to 2011 in sales of trash bags and bulk stickers. Recyclable sales and mulch sales are approximately 15% ahead of last year. The first budget workshop is scheduled for Tuesday, October 16th from 2pm to 4pm discussing income and the police budget.

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

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

Pete Hiryak presented the Manager's Report.

1. The Manager reviewed the upcoming meetings as follows: Board of Supervisors Meeting Monday, November 5th @ 7:30pm, Supervisors Agenda/Executive Session 7pm. P/A Workshop Meeting on Thursday, November 8th @ 6pm, P/A Meeting @ 7pm – Property Maintenance Renters Ordinance. Advertised Public 2013 Budget Meetings: Tues, October 16th, Friday, October 19th, Tues, October 23rd, and Friday, October 26th (2pm – 4pm). Public is encouraged to attend. PRMPC Meeting Wednesday, October 24th @ 7pm at Pottstown Borough Hall.
2. Second Street School Zone Warning Sign – Boyertown School District terminated the bus routes in Presidential Estates, children in that area are now walking to the schools which has created a situation where there was a need for flashing markers for street crossings per PennDot drawings. The School District will pay 50% (\$9,000) of the cost while Colebrookdale Township and Douglass Township are responsible for 25% (\$4,500) each. This project will start in November 2012. Upon review and recommendation by Bob Campbell, the Supervisors approved the PennDot drawings of the School Zone Warning signs for Second Street/Boyertown Elementary School.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to authorize payment in the amount of \$4,500.00 for the proposed School Warning Signs on Second Street. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

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

Old Business/New Business

Open Space/Recreation Committee Report – Mr. Romig stated that the committee briefly discussed the purchase of the Moyer Property on Smith Road but Mr. Moyer was not present. He will attend next month's meeting with an appraisal. The proposed date for the Trout Rodeo is Saturday, May 4th, 2012. Mr. Romig stated that the Scout who proposed a deck and handicap ramp on the Libor Open Space Property as his Eagle Scout Project is having trouble raising the funds, could the Township release any funds for this project and he will need a posthole digger. The Scout stated that he could only raise \$200. Mr. Romig stated that he needed \$2500 for the project. The Board was in agreement that part of the process of earning an Eagle Scout title is going out into the community to attempt to raise the funding, Mr. Ziegler asked the Scout to leave his phone number with him and Mr. Ziegler will call the Scout and accompany him when he visits businesses to raise the funds. Mr. Romig stated that there is a time restriction for this project because of the age of the Scout; you have to be under the age of 18 to become an Eagle Scout.

A motion was made by Mr. Theil, seconded by Mr. Ziegler to approve the release of not more than \$2300.00 from the Open Space Fund for the construction of a deck and handicap ramp on the Libor Open Space Property under the condition that all attempts by the Scout to solicit funding have been exhausted. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Mr. Ziegler stated to Mr. Romig that the fish for the rodeo have been covered, do you need anything else. Mr. Romig stated that Hot Dogs and Hamburgers will be needed and he is trying to get manufacturers to contribute to the rodeo.

A motion to accept the Open Space/Recreation Committee Report was made by Mr. Stasik, seconded by Mr. Theil. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Pennsylvania Association of Student Councils – Brandon Staffa, Maggie Morgan, and Danielle Croner were present to speak about the upcoming 2013 Conference for State Student Council. The Boyertown School District was selected to hold the Conference and the students were reaching out to the public to host some of the students. They will need housing for approximately 1000 students and advisors from November 14th, 2013 – November 16th, 2013, they would like the public to open their homes to at least two delegates per household providing a bed or air mattress – no couch, 2 meals (breakfast and dinner) a day, and transportation. Pamphlets will be given to the Township and the Board agreed to put information on the Township website.

Public Comment

Mr. Brumwell stated that the condition of the Highway Building is disgusting; the Board should be doing something about it, Mr. Ziegler replied that we are addressing this as we speak. Mr. Stasik added that we are trying to find the best solution for the emergency services building situation. Mr. Sell asked Mr. Stasik if there is a conflict of you being on the BMMA Board and a Douglass Township Supervisor. Mr. Stasik replied that he went to Mr. Sager and Mr. Karver and asked if there was anything in the law about it being a conflict and they could not find anything. His goal is to try and build a better relationship between BMMA and the Board of Supervisors. Mr. Sell asked Mr. Stasik if he feels that he is serving the taxpayers well, Mr. Stasik replied that he has served at BMMA for 30 years and yes I feel that I am serving the taxpayers well. Carl Hiryak asked why Mr. Ziegler seems to be going back and forth with appointments to the BMMA Board, Mr. Ziegler replied that former Supervisor Turner wanted Mr. Hunter appointed to the BMMA Board instead of Mr. Dries being reappointed however he did not bring it up therefore I voted to reappoint Mr. Dries. As for the videotaping I feel very concerned with some recent actions taken by the BMMA Board. Supervisor Ziegler had concerns of Mr. Seroski receiving paychecks for meetings that he did not attend and also questioned if it is legal for a Supervisor to receive pay from the BMMA Board and also for being on the Board of Supervisors. Chief Smith

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stated as part of Fire Prevention Week he would like to state that it is very important to check the smoke detectors in your homes, just this week there were two instances where smoke detectors actually saved some buildings. Mr. Sacks announced that Gilbertsville Fire Company will hold a special bingo on November 4, 2012 to benefit the Fox Family. No other comments were given.

A motion to adjourn the meeting at 8:50pm was made by Mr. Ziegler, seconded by Mr. Theil. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, November 5th, 2012 @ 7:30 pm.

Respectfully submitted by,
Marcy Meitzler