

The meeting of the Douglass Township Board of Supervisors was called to order at 7:35 P.M. Attending were Chairman Fred Theil, Supervisors John Stasik and Fred Ziegler, Solicitor Paul Bauer, Matt Hunter, Chief Templin, Cynthia O'Donnell, Mike Heydt, Pete Hiryak and approximately 13 residents.

Mr. Theil led us in the pledge of allegiance.

Mr. Bauer announced that earlier this evening the Board of Supervisors held a pre-agenda meeting and a Fire & Rescue budget meeting, no action was taken by the Board.

Public Hearing for Revisions to the Police and Municipal Workers PMRS Pension Plan Ordinance #2012-03 and Ordinance #2012-04 – Mr. Bauer stated that these ordinances are two separate ordinances; Police Pension Revision #2012-03 and the Municipal Workers PMRS Pension Revision #2012-04 regarding the addition of the Drop Program per the police contract. The entire ordinances were advertised on October 22nd and October 29th, 2012. Mr. Bauer opened public comment on either ordinance, no public comment was given. Mr. Bauer asked for comments from the Board, no comment was given. Mr. Bauer closed public comment and stated that if the Board is ready to vote a motion must be given on each ordinance.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to approve Ordinance #2012-03 for Revisions to the Police Pension Plan. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

A motion was made by Mr. Stasik, seconded by Mr. Theil to approve Ordinance #2012-04 for Revisions to the Municipal Workers PMRS Pension Plan. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Mr. Bauer asked for a motion for authorization for execution of the ordinances

A motion was made by Mr. Stasik, seconded by Mr. Theil to give Mr. Bauer authorization for the execution of the approved ordinances. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Mr. Theil asked if there were any changes, corrections, or comments on the minutes of October 19th, 2012 Board of Supervisors Meeting, no changes or comments were given.

A motion was made by Mr. Stasik, seconded by Mr. Theil to approve the minutes of the October 19th, 2012 Board of Supervisors Meeting. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Solicitor's Report – Paul Bauer

Zoning Updates – Several of us attended a meeting at the site of Wayside Chapel. The purpose of the meeting was to inspect the work performed to date, and to map out a plan for the completion of the work necessary to satisfy the Township staff. Present at the meeting, on behalf of the Township were, Chairman Theil, Supervisor Ziegler, Township Manager Pete Hiryak and myself. We met with the new attorneys, and walked the site, and took ample photographs to document the work performed. It was agreed that based upon the work performed to date, we would mutually agree to continue the appeal hearing date that had been scheduled for this month. We are in the process of arranging our schedules to again meet on site, hopefully for the final time for the outside of the building. A new hearing date has been set in the County for early December. I will keep the Board updated. No questions were asked.

Property Maintenance Ordinance – At the request of the BOS, the Township's Planning Agency prepared a draft Ordinance for our review. We received a letter from Charles Garner, Esquire, dated October 15, 2012, asking for the Boards' input. The proposed Ordinance was circulated to all of the Supervisors and I have spoken to each of you concerning your thoughts. I also spoke with Pete, about his concerns, and how we would proceed on this matter. The P/A is asking that we provide a legislative intent, which is essentially the reason why the municipality is adopting the Ordinance. I have prepared a proposed legislative intent and have emailed it to Pete and each of the BOS. It is my opinion that we should write back to the P/A that we are in favor of the proposed Ordinance, and that we supply them with our comments on the legislative intent, and then ask them for a

recommendation on adoption of this Ordinance at their next P/A meeting. Mr. Theil's comments were that metal roofs should be added in the definition of structures; Mr. Stasik comments were that 3" letters are more readily available than 4" letters so he suggested a minimum size of 3" letters, and plastics should be added in the definition of rubbish. Mr. Bauer recommended sending a letter to the P/A stating that the Board is in favor of the draft including the legislative intent, suggestions from the Board, and recommends adoption by the P/A at their next meeting. Mr. Bauer asked for the Board's approval to write this letter and forward to the P/A. The Board of Supervisors authorized Mr. Bauer to send a letter to the P/A stating that the Board is in favor of the draft ordinance including the suggestions by the Board and the legislative intent added by Mr. Bauer and recommending adoption by the P/A members at the next Planning Agency Meeting.

Renters Ordinance – At the request of the BOS, the Township's P/A prepared a draft ordinance for our review. We received a letter from Charles Garner, Esquire, dated October 15, 2012, asking for the Board's input. The proposed ordinance was circulated to all of the Supervisors and I have spoken to each of you concerning your thoughts. I also spoke with Pete, about his concerns, and how we would proceed on this matter. It is my opinion that we should write back to the P/A that we are in favor of the proposed ordinance, and that we supply them with our comments, and then ask them for a recommendation on adoption of this ordinance at their next P/A meeting. A resident felt that this ordinance is unfair to the landlords of smaller number of rental units and an impact study should have been completed before moving forward; what about inspection of the apartment buildings with larger number of units. Mr. Bauer addressed the Board saying that you are not going to satisfy everyone. Mr. Theil said that the P/A has been working on this for 6 -8 months. Mr. Stasik said that usually the larger units are inspected through the Federal Government depending on the type of housing. Buildings with larger number of rental units are the next area to be visited. The Board authorized Mr. Bauer to write a letter to the P/A stating that the Board is in favor of the draft ordinance including the suggestions by the Board and recommending adoption by the P/A members at the next Planning Agency Meeting.

Delinquent Real Estate Tax Collection Ordinance – We received a letter from Robert Hart, First Deputy Treasurer for Montgomery County. The County Treasurers Office is asking all municipalities in Montgomery County who intend to use the County as the Delinquent Tax Collector to adopt an Ordinance authorizing them to do so. The county is proposing that all municipalities that opt in to their new hybrid approach of collecting delinquent taxes will realize 100% of the funds that are collected by them. In other words there are no fees that would reduce the amount of the delinquent real estate collections. If we intend to do so, we need to adopt an ordinance before the end of the municipal year. If the BOS would like to use the County, I would need a vote from the Supervisors authorizing me to advertise the proposed ordinance. I will set up a meeting with Robert Hart to have him come out and meet with the Board of Supervisors.

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 authorize the Solicitor to advertise the proposed Delinquent Tax Ordinance and to accept the Solicitor's Report by Mr. Stasik, seconded by Mr. Theil. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Engineer's Report – Matt Hunter

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 3 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 the 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 4th, 2012 Supervisors meeting.
10. Cobblestone Crossing-Phase III- Beazer. Residential construction on-going.
11. Market Street- Performed a preliminary engineering assessment of the potential access points on Rt100 and Philadelphia Ave. 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 Ave with Market Street. 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. Preparing an updated cost estimate to be presented at the Planning Agency meeting on November 8, 2012. Mr. Theil asked if there were any comments or questions, no one replied.

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

Highway Department Report – Mike Heydt (Hurricane Damage/Repair Update to BOS)

Mr. Heydt stated that we were very fortunate not to have the damage that some areas received. As of October 30th, 2012 all roads in Douglass Township were open. Mr. Heydt thanked Chief Rick Smith and Fire & Rescue for all their help throughout the hurricane. Two road crew members stayed overnight at the highway building in case of any emergencies. We cleaned out ditches throughout the Township before the storm hit. Be patient with storm clean up because we now have a nor'easter on the way. The manager announced that we are compiling a chipping list for tree storm damage, hopefully in two weeks we will be able to send the chipper throughout the Township however leaves are priority, when leaf collection slows down the chipping will begin.

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

2013 Preliminary Budget Update-Cynthia O'Donnell

The Treasurer gave a brief update of the 2013 Preliminary Budget. Copies were given to the Board for their review for the next Board of Supervisors Meeting on November 19th, 2012. Several department heads commented on the increases in their budget. The contributions have been increased to Fire & Rescue and to the Gilbertsville Community Ambulance Service. The General Budget includes two new cars for the police department plus an increase in fuel costs. A new truck for the highway department was proposed using the Liquid Fuels Budget allocation. A natural gas generator and a heating conversion also to natural gas is proposed in the budget. The Park Budget includes a new tennis court fence and a new commercial grade mower for the parks & open space areas. The projected preliminary budget numbers show a surplus of \$86,000.00. These numbers at this time do not include an allocation for Police Retirement Benefits.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to accept the 2013 Preliminary Budget Update. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Pete Hiryak presented the Manager's Report.

1. The Manager reviewed the upcoming meetings as follows: P/A Meeting on Thursday, November 8th @ 7pm. Board of Supervisors Meeting Monday, November 19th @ 7:30pm, Agenda Meeting/Executive Session @ 7pm, Open Space/Rec Committee – Monday, November 19th @ 6:30pm.
2. Eagle Scout Project – Libor Open Space, removing carpeting and installing linoleum. The manager commented that a Scout has attained all the funding for this project and I will be presenting it to the Rec Board at their next meeting.

The manager stated that he will be providing personnel evaluations and appointment considerations at the next Board of Supervisors Meeting. No questions were asked.

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

Public Comment

Mr. Theil commented that there have been misunderstandings between the Board of Supervisors and BMMA, we are working together and there will be no more taping of BMMA meetings, and Mr. Dries will be making monthly reports for BMMA. Mr. Theil stated that Bob Dries, John Stasik, and Mike Heydt will work together to rewrite the road restoration requirements for temporary trench paving. Mr. Dries stated that BMMA appreciates working together to resolve any issues and also invited the public to attend the BMMA Meetings on the fourth Monday of every month at 7pm. No other public comment was given.

Old Business/New Business

No comment was given.

A motion to adjourn the meeting at 9:10pm was made by Mr. Ziegler, seconded by Mr. Stasik. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, November 19th, 2012 @ 7:30 pm.

Respectfully submitted by,
Marcy Meitzler