

The meeting of the Douglass Township Board of Supervisors was called to order at 7:33 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.

Mr. Theil asked if there were any changes, corrections, or comments on the minutes of November 19<sup>th</sup>, 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 November 19<sup>th</sup>, 2012 Board of Supervisors Meeting. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

### **BMMA Report**

Mr. Stasik gave a brief review of the minutes from the Berks-Mont Municipal Authority stating that the interceptors must be updated per the Act 537 Plan. There are copies of the BMMA Minutes in the lobby for the public to review. George Moser from BMMA will be attending the Planning Agency Meeting on December 13<sup>th</sup>, 2012 and he will give a presentation at the next Board of Supervisors meeting on December 17<sup>th</sup>, 2012. Mr. Dries noted that because of the upcoming Holiday the next BMMA meeting will be on December 18<sup>th</sup>, 2012. No questions were asked.

### **Solicitor's Report – Mr. Paul Bauer**

*Wayside Chapel* – We have a new hearing date in Montgomery County Court for January 10, 2013 at 1:30pm. Until that date and time the owners are continuing their work on the property and we are waiting the scheduling of a new inspection date. Mr. Bauer added that he received an email from the owners of Wayside Chapel today stating that they will no longer work with the Township and will appeal the Court decision. Mr. Bauer suggested meeting with Chief Smith later about any other fire violations on the property.

*Delinquent Real Estate Tax Collection Ordinance* – I have prepared the legal advertisement required for the public hearing and subsequent vote on the proposed Delinquent Real Estate Tax Collection Ordinance. The advertisement will run next Monday, December 10<sup>th</sup> for possible adoption at our December 17<sup>th</sup> meeting.

*Renters Ordinance* – We now have a draft Renters Ordinance which has been prepared and recommended by the Planning Agency. At the last BOS meeting the final draft was circulated. I have not heard any comments from the BOS, so unless there is some objection by the Board, I would request authorization to advertise the ordinance for a public hearing sometime in January/February 2013.

*Property Maintenance Ordinance* – We now have a draft Property Maintenance Ordinance which has been prepared and recommended by the Planning Agency. At the last BOS meeting the final draft was circulated. I have not heard any comments from the BOS, so unless there is some objection by the Board, I would request authorization to advertise the ordinance for a public hearing sometime in January/February 2013. Mr. Theil asked if there were any questions or comments, no one replied.

A motion was made by Mr. Theil, seconded by Mr. Stasik to give Mr. Bauer approval to advertise the Renters Ordinance and the Property Maintenance Ordinance for a public hearing for possible adoption at the January 22, 2013 or February 4<sup>th</sup>, 2013 Board of Supervisors Meeting. The date will depend on the advertising requirements for the ordinances.

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 by Mr. Ziegler, seconded by Mr. Stasik to approve the Solicitor's 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. Dropped off copies of the Preliminary Cost Estimate for the Market Street Connection Option #1 and the Preliminary Cost Estimate for the Grosser Road Connection. 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. To date the escrows from the developers have been received. Mr. Theil asked for any questions or comments, none were given.

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.

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

1. The Manager reviewed the upcoming meetings as follows: Board of Supervisors Meeting Monday, December 17<sup>th</sup> @ 7:30pm (Adopt 2013 Budget, Adopt 2013 Tax Resolution), Supervisors Agenda/Executive Session 7pm. P/A Workshop Meeting Thursday, December 13<sup>th</sup> @ 6pm- Parking Ordinance, P/A Meeting 7pm. The Reorganization Meeting will be on Monday, January 7<sup>th</sup>, 2013 @ 7:30pm. The Auditors Meeting will be held on Tuesday, January 8<sup>th</sup>, 2013 @ 7pm.
2. 2013 Proposed Meeting Dates – Information packets were given to the Board to review the 2013 Holiday Schedule. Also included is information for the 2013 Reorganization Appointments for P/A, Zoning Hearing Board, and Open Space/Rec Committee positions.

The manager stated that the Fall Leaf Collection Program will end on Friday, December 7<sup>th</sup>, 2012 we do have some stragglers and we will handle them case by case. Storm damage cleanup has been completed however we are getting late calls and these will also be handled case by case. Mr. Theil asked for any questions or comments, none were given.

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.

**Public Comment**

Mr. Theil asked the public if anyone was interested in serving on any of our appointed positions, Ms. Debie Pishoch replied that she was interested in serving on the P/A Agency. The manager stated that he received her letter of interest and it was included in the Supervisors packet of information. Mr. Ziegler stated that the Township received a complaint letter about a couch left on Miller Road and he mistakenly informed the owners that the bulk stickers were \$5.00 when they are \$10.00, so Mr. Ziegler paid for the sticker to take care of the item.

**Old Business/New Business**

Mr. Hiryak questioned why the Township is funding projects at the Congo Road Open Space Property that are not from the Scout Troops from this area. The Chairman explained that since Montgomery County contributed to the purchase of this property it is for all Montgomery County residents to use. Additionally, the Manager stated that the Scouts have improved this site over the last couple of years with the addition of walking trails, benches, picnic tables, waterproofing the basement, and replacing the flooring in the structure. Mr. Sell stated that the Township released quite a bit of funding for the deck and ramp project the Congo Road property, Mr. Theil stated that there were more circumstances involved with that large project and the Open Space Committee and Board of Supervisors felt it was important to release the funding necessary to complete the deck and handicap ramps this year. No other comments were given.

A motion was made by Mr. Theil, seconded by Mr. Stasik to adjourn the meeting at 7:50pm. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, December 17<sup>th</sup>, 2012 @ 7:30 pm.

Respectfully submitted by,

Marcy Meitzler