

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, Cynthia O'Donnell, Chief Templin, Pete Hiryak and approximately 16 residents.

Mr. Theil led us in the pledge of allegiance.

The Chairman asked for a moment of silence for the Sandy Hook Elementary School victims, their families, and the Newtown Connecticut Community.

Mr. Theil asked if there were any changes, corrections, or comments on the minutes of December 3rd, 2012 Board of Supervisors Meeting, no changes or comments were given.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to approve the minutes of the December 3rd, 2012 Board of Supervisors Meeting. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

BMMA Consent Order and Agreement, Corrective Action Plan – Mr. George Moser gave a brief overview stating that the Commissioners of Colebrookdale Township, Berks County and the Supervisors of Douglass Township, Montgomery County are proposing to adopt the Special Study of the Swamp Creek Sewage Treatment Plant Pump Collection System prepared for BMMA by Systems Design Engineering, Inc., dated November 2012, as a Special Study revision to their Sewage Facilities Plans in accordance with the provisions of Act 537 of 1966, as amended, to provide for the safe and proper disposal of sanitary sewage within portions of Colebrookdale Township, Berks County and Douglass Township, Montgomery County. The project proposes an upgrade to the Swamp Creek pump side interceptors along with improvements to the Minister Creek pump station and construction of an equalization tank at the Swamp Creek Sewage Treatment Plant located within Douglass Township, Montgomery County to provide for new development as described within the Project Narrative of the Special Study, and to eliminate sanitary sewer overflows and surcharging conditions within the Authority's existing collection and conveyance system. The plan proposes the connection of future proposed residential and commercial developments with total flows of 278,400 gallons per day within said municipalities. Mr. Moser stated that the Planning Agency made a motion to approve the plan and the necessary signatures on the Module 4A at their last meeting and he is asking for the Board of Supervisors to endorse the plan and approve proceeding with the public notice advertisement, and after the 30 day comment period, adopt the necessary resolution for the plan. Mr. Theil asked if there were any questions, a resident asked what the estimated cost is for the upgrades, Mr. Moser replied approximately 5.5 million paid for by the current ratepayer structure. The total estimated costs of the collection system and interceptor improvements which are developer driven, and needed in the future as determined in the Special Study is 1.9 million; these costs will solely be the responsibility of the developers of projects located in the system service area. Mr. Theil wanted trench reconstructions language applied to this project. Mr. Ziegler asked for Mr. Bauer's comments, Mr. Bauer stated that he recommends approval to proceed with the public notice advertisement. Mr. Dries added that BMMA's monthly meeting will be tomorrow night because of the Holidays. No other comments were given.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to approve the Special Study of the Swamp Creek Sewage Treatment Plant Pump Collection System for public hearing advertisement. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Ambulance Report – Warren Moser

Mr. Moser stated that for the month of November 2012 GACAS handled 102 calls for service, 40 in Douglass Township, 73 transports, 9 refusals, 10 cancelled, 4 DOA, 5 fire scene standby, and 1 transferred to air medical service. Mr. Moser thanked the Board of Supervisors and staff for their continued support and wished everyone a Merry Christmas. No questions were asked.

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

Fire & Rescue Report presented by Chief Smith- Fire report for November 2012: 1 fire, 1 brush fire, 1 wire, 1 vehicle accident, 1 medivac landing, 1 EMS assist, 1 fire police, 4 assists to other departments, 1 special service, and 1 investigation for a total of 13 calls. The Fire Company was in service for 9 hours and 21 minutes. The Company received training on Terrorist Awareness, Domestic Preparedness, and a Hazmat refresher. Chief Smith stated that on behalf of Fire & Rescue he wishes everyone a Happy Holiday Season and please remember to water your live Christmas Trees so that the Fire Company doesn't have to water them. No questions were asked.

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

Police Department Report – Chief Templin

Statistics for November 2012 – 331 incidents reported, 8 reportable accidents, 12 non-reportable accidents, 15 criminal investigations, 5 criminal arrests, 146 traffic citations, 17 non-traffic citations, 1 parking ticket, 8,259 miles traveled, money received by the Township \$6,290.78. No questions were asked. Chief Templin reminded everyone to secure their vehicles, out buildings, and residences overnight. We recently arrested two subjects for suspicious activity at night and they are suspected of several thefts in New Hanover Township and Douglass Township. The investigation is currently on-going and charges are likely to be filed at a later date, we no longer live in the good old days where you don't have to lock things up. Also the Chief thanked the Board and the residents of Douglass Township in allowing me to serve all of you in the capacity I do and I look forward in continuing to do so. I hope everyone has a safe and enjoyable Holiday Season. Mr. Theil asked for questions or comments, no one replied.

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

Recycling Report presented by Andrew Duncan

For the month of November/December 2012: 1 load of cardboard to Reading and 3 loads of light iron to Pottstown. The tub grinding demo went very well. We had a grinder at our disposal for approximately 12 hours and were able to get a vast majority of our materials ground up into double ground mulch. Mountain Mulch has offered to come in and complete the remainder of the pile for the Township at no charge. The Township has contracted with a company called CommunityRecycling. This company is offering to purchase our clothing and shoes from us and to provide a bin at no cost to the Township. In return, we will receive \$100.00 per month for each container that we place at our recycling center.

2012 Douglass Township Annual Leaf Collection Report

2012 Leaf collection was completed with one truck (R-2), one vacuum (LV-1), and three Township employees (two part-time, one recycling coordinator). No mechanical breakdowns occurred during the 2012 leaf collection season. R-2 miles traveled – 1,390.4, LV-1 hour meter – 124.1 hours used, gallons of fuel used – 591.469, cost of fuel - \$2,434.20, truckloads of leaves collected – 57, cubic yards of leaves collected – 1,425 cubic yards. One load went to a Gilbertsville Road resident, 7 loads to Miller Road Farm, 5 loads to Yarnall Road residents, and 44 loads to the Douglass Township Recycling Facility. Mr. Duncan announced that the presentation of the Clement S. Seroski Recycling Center sign will be January 7th, 2013 at 6:30pm. No questions or comments were given.

A motion was made by Mr. Stasik, 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 – A request for proposals has been issued for the Point of Access study for the Route 100 Corridor as it relates to Market Street and the proposed Pineville access drives. Planning Commission suggested that the developers would be responsible for the portion of the road related to their site. Danny Jake and Gambone would be responsible for the road from Philadelphia Ave to Route 100; while Pineville and Markofski would be responsible for the road from Grosser Rd to Jackson Rd. It was also suggested that Danny Jake and Gambone determine how to fund their portion of the project and the Township would not have involvement. Mr. Bauer felt that by stating that Danny Jake and Gambone would be responsible for the road is setting the plan up for failure. Mr. Bauer suggested sending letters to the developers stating the figures and setting up a time frame for action, the Manager will send out the letters. Ms. Norton asked how much time would the developers have to respond, Mr. Theil stated until next month. Mr. Campbell stated that the Planning Agency’s intentions were not to be the go between; the developers are to work it out among each other. Mr. Bauer stated that the developers would be given one month to respond if they are both on board. Mr. Hiryak commented that under the current economic circumstances they might not be able to get funding. Mr. Bauer stated that when this is a go they can then sell to other businesses as to their individual built out plans.

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

2013 Budget & Tax Resolution – Advertised and there have been no comments. Basically the resolution states that the LST Tax will be increased to \$52.00, and the following will remain the same; \$5 per Capita Tax, ½%

Earned Income Tax, 1% Transfer Tax, and the millage will remain at 1.7 mils. If the Board wishes they can adopt the resolution.

A motion was made by Mr. Theil, seconded by Mr. Ziegler to adopt the 2013 Budget and Tax Resolution. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Wayside Chapel – I have received a subpoena for Mike Heydt. As you know this case is scheduled for a hearing on the appeal filed by Wayside Chapel. The case is currently scheduled for January 10, 2013. I will continue to update the Board in regard to all pending matters stemming from this.

Delinquent Real Estate Tax Collection Ordinance – The Delinquent Real Estate Tax Collection Ordinance was advertised in the Mercury, the ad ran this morning. A public hearing is scheduled for January 7th.

Renters Ordinance – At the last meeting the Board authorized my office to advertise the Ordinance for a public hearing. After speaking to Pete it will be scheduled for one of the meetings in February.

Property Maintenance Ordinance – At the last meeting the Board authorized my office to advertise the Ordinance for a public hearing. After speaking to Pete it will be scheduled for one of the meetings in February.

Fee Schedule – I met with the Board and Mark John regarding updating our fee schedule as it relates to zoning permits in the Township. I will continue to meet with Mark and Work out an agreement that is acceptable to everyone then will amend the fee schedule to reflect the Board's wishes.

Friel Property – Sent an email to Mr. Markofski today authorizing formal action for the violations in height of mulch piles and incoming material. Mr. Bauer requests that a letter from the Township Manager be sent to Mr. Friel and to copy Mr. Markofski.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to authorize the Manager to send a letter to Mr. Friel on the violations of the height of the mulch piles and incoming material, and to forward a copy of the letter to Mr. Markofski. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Trash Contract – Meetings were held with the trash collection service to reduce the rate of the present contract. A motion is needed to enact a reduction in rate of present contract.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to enact a reduction in rate of the present waste collection contract. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Mr. Theil asked if there were any questions, Ms. Norton asked why nothing is done about the Gilbertsville Car Wash, Mr. Bauer stated that the new ordinances may help us with this issue. No other 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. Ziegler, seconded by Mr. Theil. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Mike Heydt presented the Highway Report – (November 20, 2012 to December 17, 2012) Repaired dirt roads. Hung up Seasons Greetings banners. Started to put new lines on Rt.73 & Rt.100 overpass. Cleaned debris from the Hurricane. Got trucks ready for snow. Salted and cleaned off roads one time. Cleaned up trucks. Cleaned around buildings for the mulch grinding demonstration. Grinded mulch piles. Filled potholes on Smith Road and PaperMill Road. No comments were given.

Mike Heydt presented the Zoning Report – Mr. Heydt stated that he did not get out to see Mr. Adams, he will stop at the property tomorrow. Nothing changed at Wayside Chapel and nothing new was brought on the property. No comments were given.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik 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 \$282,061.67; the unusual bills were A D Moyer for the lumber for the Eagle Scout Project, EJ Breneman LP, Galls, Omega Systems, PA Unemployment Compensation Fund, PA Municipal Retirement System for Township retirement contributions, Reading Spring Co, and Seventy-Three Mfg. Co. Added to the bills will be the membership dues to PSATS. The General Fund Actual Income 2012 year to date is \$3,044,232 versus Budgeted Income of \$2,889,386 for \$154,845 actual over budget. Excess income received can be allocated for transfer to reserve funds as the Board of Supervisors sees fit. Chairman Theil recommended using \$10,000 of this surplus income to pay down the unfunded retirement contribution for the non-uniform employees.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to use \$10,000 of the income surplus to pay down the unfunded retirement contribution for the non-uniform employees. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

The recycling fund 2012 sales of trash bags are approximately .5% ahead of 2011, and recyclable and mulch sales are approximately 15% ahead of last year. I submitted applications to First Energy for Traffic Signal Upgrade incentives. Three intersections were submitted for a total incentive of \$3,298. Money is awarded for upgrades on a first come basis, and there is a limited pool so we need to wait to hear back from First Energy to see if our applications are approved. Mr. Theil asked if there were any questions for the Treasurer, no one replied.

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

A motion was made by Mr. Ziegler, 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 Reorganization Meeting Monday, January 7th @ 7:30pm, Supervisors Agenda/Executive Session 7pm, Ceremony with refreshments 6:30pm. P/A Meeting on Thursday, January 10th @ 7pm – No Workshop in January.
2. 2013 Meeting Dates – Approval of the meeting dates needed from the Board, P/A already given.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to approve the 2013 Meeting Dates. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

3. 2013 Non-Uniform Holiday Schedule – Approval of the 2013 Non-Uniform Holiday Schedule is needed by the Board.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to approve the 2013 Non-Uniform Holiday Schedule. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

The Manager asked for authorization to close out the Bay Ridge Escrow Account.

A motion was made by Mr. Theil, seconded by Mr. Stasik to give authorization to close out the Bay Ridge Escrow Account. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Old Business/New Business & Public Comment

Mr. Brumwell asked if we were going to get a sound system for the Board Room or is it a dead issue; the manager stated that it was cut from the budget last year. It would cost between 4-5 thousand dollars to install it however there are acoustic problems in this room, the sound system could make things worse. Mr. Price commented that the sound system would be a problem when the air conditioning is running. Ms. Norton stated that if everyone would just speak up it would help. Mr. Brumwell also wanted the minutes recorded, because there is a lot cut out. Mr. Bauer stated that he would not recommend recording the minutes; you only need to report the motions and public comment. No other old business/new business or public comment was given.

A motion to adjourn the meeting at 8:43pm was made by Mr. Theil, seconded by Mr. Stasik. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, January 7th, 2013 @ 7:30 pm.

Respectfully submitted by,
Marcy Meitzler