

The meeting of the Douglass Township Board of Supervisors was called to order at 7:30 P.M. Attending were Chairman Fred Theil, Supervisors John Stasik & Fred Ziegler, Solicitor Paul Bauer, Engineer John Sartor, Andy Duncan, Mike Heydt, Chief Templin, Pete Hiryak and approximately 17 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 February 19th, 2013 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 February 19th, 2013 Board of Supervisors Meeting. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Mr. Bauer announced that the Board of Supervisors held an Executive Session involving potential litigation matters. No vote was taken and no decisions were made.

Public Meeting for possible adoption of the Property Maintenance Ordinance – Mr. Bauer commented that tonight there are two separate ordinances for possible adoption, the Property Maintenance Ordinance and the Renter's Ordinance. Due to the current economic conditions vacant properties are not being properly maintained. The Property Maintenance Ordinance was created to resolve these issues by governing the condition and maintenance of properties, buildings, and accessory structures by providing minimum standards to insure that structures and property are safe, sanitary, and fit for occupation and use. The homeowner will be notified by the Township of any violations. If they disagree the homeowner may first appeal the violation notice before the Board of Supervisors. This ordinance allows the Township to work with residents upon notice of violation in allowing time to address issues. The Planning Agency recommended adoption of this ordinance six months ago and the proposal has been discussed at least eighteen months at various meetings. The public meeting has been advertised in the Pottstown Mercury. Mr. Bauer asked if there were any questions, Mr. Sell asked if they get a notice of violation what happens if they do nothing, Mr. Bauer stated that the Township can take them to court, fine them, or hire a contractor to fix the violation items and lean the property for costs. No other questions were given.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to adopt the proposed Property Maintenance Ordinance. Stasik-Aye, Theil-Aye, Stasik-Aye. Motion passed.

Renter's Ordinance – Mr. Bauer stated that the Renter's Ordinance has also been discussed for eighteen months at various meetings. This ordinance creates a process where rental units will be registered, inspected, and permitted. This ordinance was created to ensure that rental units are up to date on building codes, fire codes, and safety codes for the safety of its tenants. After registration an inspection will be scheduled, a permit will be issued when the property passes inspection. Inspections are required every (3) years, before new tenants move in, and if property ownership changes. A refusal of inspection would allow a warrant to the Township for the inspection of the units. The P/A recommends adoption of this ordinance and the public meeting was advertised in the Pottstown Mercury. Mr. Bauer recommended adoption of this ordinance by the Board. Mr. Bauer asked the public if there were any questions. Mr. Yarnall asked what if you can't get a tenant out of the unit, Mr. Bauer stated that this ordinance does not address the eviction process; the homeowner will have to deal with that issue. Mr. Bauer stated that the conditions of the rental units will be addressed because the safety requirements must be met according to the ordinance, this will bring these units up to standard. There are safety concerns with rental units and this will be a positive step for the Township. Mr. Yarnall feels that you can't enforce all of this; it is more of an expense to the Township. Mr. Smith asked how long does the permit last, Mr. Bauer replied that it is good for three years or if a new tenant moves in or property ownership changes it must be re-inspected. Residents were concerned with inspection turn around, sometimes tenants move in and out quickly. Mr. Bauer stated that you can request a date from the inspector for a quick response. The Board thanked Mr. Herb and the Professional Realtors Association for their input on this ordinance. No other questions were given.

A motion was made by Mr. Theil, seconded by Mr. Stasik to adopt the proposed Renters Ordinance. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

BMMA Report – Bob Dries

Mr. Dries stated that BMMA's January meeting minutes are in the lobby. An EDU request for 183 Smith Road that will require installation of a low pressure pumping system was approved. Systems Design Engineering submitted the Act 537 Planning update for the Pump Side Collection System to DEP for their approval on February 15, 2013. The annual consumption usage review for commercial customers was reviewed. Customers using more than their allocated EDU's were notified to purchase additional capacity as required. Final plans were reviewed and approval was granted by the Board for the Gateway Ticketing Project. A report was presented on the current condition and project status of the Pump Side Collection System Basins. Several property owners were notified regarding apparent infiltration problems in their building sewers. BMMA has a video truck to check the lines from the house to the sewer line to detect potential problems. Sump pumps to the sewer lines; this creates additional water to be filtered in the plant. Mr. Link asked if running sump pumps into the sewers was illegal, Mr. Dries replied yes. Mr. Dries stated that a lot of these hook ups were found on Virmay Drive. Mr. Stasik stated that the video truck helps to find the problems it has more than paid for itself; BMMA is the best equipped Authority in the area with the least rate. Mr. Sell asked, where are you supposed to go with sump pump water, the manager replied either out the front or back yard from the house which could cause complaints from neighboring properties and in the winter this causes icy conditions in some areas. These issues are dealt with on a case by case basis by the Township staff. Mr. Dries stated that the next BMMA meeting will be March 25, 2013. The Board thanked Mr. Dries for his report. No other questions or comments were given.

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

Recycling Report

Authorization to attend classes – Mr. Duncan asked the Board for Authorization for him to attend classes involving recycling and composting. As a member of PROP (Professional Recyclers of PA) the Township will pay the fees associated with the Recycling Coordinator taking these classes.

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to Authorize Mr. Duncan to attend classes involving recycling. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Engineer's Report – Mr. John Sartor

1. Hallowell Subdivision (Residential Cluster) – Preliminary plans are currently under review by this office. G&A's first review letter will be submitted to the Township prior to the March 14th P/A meeting.
2. Quigley Bus Service Land Development – We are currently finalizing our review letter concerning the applicant's Traffic Impact Study.
3. Trench Restoration Specification Review – We are currently finalizing our review of the Township's utility trench restoration specifications.

Mr. Sartor stated there is nothing new to report on the other items. Mr. Theil asked if there were any questions for the Engineer, no one replied.

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

Solicitor's Report – Mr. Paul Bauer

Staff Meeting with Wayne Rosen – A staff meeting was held with the developer, Wayne Rosen. Present were the Township Manager, Both Douglass Township Solicitors, the Township Engineer, representatives of the Planning Agency as well as the Board of Supervisors. The public was invited to attend; Mr. Hunter was present. The meeting was held at the request of the BOS as a follow up to the letter sent to the developers within the Market Street corridor.

Mr. Rosen outlined his belief that in order to decide whether to pursue land development on this site, he needed clarification on four issues; a formula to be used by the BOS to access costs amongst all three developers for the cost of Market Street; relief needed from the currently proposed parking ordinance; additional dwelling units to be allowed to the zoning mix of homes allowed in the development area; and support from the BOS as it relates to the extension of the water line. Several residents had concerns about what happened to the Jackson Road improvements, additional dwelling units, and what the original density was listed for on this property, Mr. Bauer stated that the original density was 120 units and any additional dwelling units if any must be approved by the Board. Mr. Bauer recommended to the Board that they take no action until the developer submits a plan. The Board was in agreement with Mr. Bauer's recommendation.

Wayside Chapel – Proposed meeting dates have been provided to the Township Manager for a site meeting with the new attorney. This issue was previously discussed by the BOS and it was agreed that a meeting was appropriate, but we wanted to wait until the weather cooperated. A hearing is currently listed in Montgomery County for April 4th.

Mr. Bauer announced that he just received a phone call from Judy Rodden, Attorney from Quigley Bus Service informing me that Mr. Quigley is going to go through with the sale of the property and they will send an update letter to the Board. Mr. Bauer asked Mr. Dries and Mr. Stasik to follow up with Quigley Bus Service. Mr. Theil asked if there were any question for Mr. Bauer, no one replied.

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.

Pete Hiryak presented the Manager's Report.

1. The Manager reviewed the upcoming meetings as follows: P/A Workshop Meeting Thursday, March 14th @ 6pm- Green Building, P/A Meeting @ 7pm, BOS meeting Monday, March 18th @ 7:30pm, Agenda Meeting/Exec Session @7pm, Open Space/Rec Meeting @6:30pm upstairs in the EOC room. Fish Rodeo packets were handed out to the committee.
2. Joint Workshop Meeting with New Hanover Township possibly Monday, April 1st @ 6:30pm. Met last month and had a very good meeting about recycling, joint highway projects, and Hickory Park Pool/memberships.
3. Congo Road Bridge Meeting Monday, March 18th @ 6:30pm with PennDot to discuss replacing the bridge. The bridge replacement will be in 2014 and the bridge would be closed for six to eight months. Mr. Carl Hiryak asked when the Gilbertsville Road would be replaced, it is falling apart. The manager stated that he will ask PennDot about both of the bridges on Gilbertsville Road. The manager also noted that the Niantic Road Bridge will be replaced in 2016 with State and County funding.
4. Parking Ordinance – The Parking Ordinance is advertised for a public meeting for April 1st, 2013. Mr. Ziegler commented that he thinks the Planning Agency does a good job on the proposed ordinances.
5. Montgomery County Motorola Radio Meeting, Tuesday March 5th @ the Public Safety Training Campus. The manager stated that he and Chief Templin will attend the meeting and update the Board at the next meeting.
6. Budget Amendment – Mr. Heydt asked for a Budget Amendment to allow funding to upgrade the signal at Rt.73 and Weis Market to an LED light.

A motion was made by Mr.Ziegler, seconded by Mr. Stasik to approve a Budget Amendment to allow funds to upgrade the signal at Rt.73 and Weis Market to an LED light.

Mr. Theil asked if there were any questions for the manager, no one replied.

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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

The manager informed the Board that Hilda O'Connell, mother of the Township's Zoning Hearing Board Solicitor Dennis O'Connell, recently passed away and it is customary of the Township to send flowers however the family has asked that in lieu of flowers that a donation may be made to the St John's Evangelical Church Memorial Fund. Mr. Theil suggested making a \$300 donation in Mrs. O'Connell's name, if no one had any objections with it, no one replied.

A motion was made by Mr. Stasik, seconded by Mr. Ziegler to make a \$300 donation in the memory of Hilda O'Connell to the St John's Evangelical Church Memorial Fund. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Old Business/New Business

Mr. Theil asked if there was any Old Business/New Business, no one replied.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to adjourn the meeting at 8:42pm. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, March 18th, 2013 @ 7:30 pm.

Respectfully submitted by,

Marcy Meitzler