

The meeting of the Douglass Township Board of Supervisors was called to order at 7:32 P.M. Attending were Chairman Fred Theil, Supervisors John Stasik & Fred Ziegler, Solicitor Paul Bauer, Engineer John Sartor, Cynthia O'Donnell, Chief Templin, Pete Hiryak and approximately 11 residents.

Mr. Theil led us in the pledge of allegiance.

Mr. Bauer announced that there was an Executive Session held on March 14<sup>th</sup>, 2013 involving personnel issues, no decisions were made and also an Executive Session was held on March 18<sup>th</sup>, 2013 involving personnel issues, no decisions were made.

Mr. Theil asked if there were any changes, corrections, or comments on the minutes of March 4<sup>th</sup>, 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 March 4<sup>th</sup>, 2013 Board of Supervisors Meeting. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

**Engineer's Report – John Sartor, Gilmore & Associates**

***Berwind II Subdivision*** – Attended staff meeting on 3/13/13 with the Township Manager, Township Roadmaster, and the Applicant's Engineer.

***County Line Road Bridge*** – Attended staff meeting on 3/08/13 with the Board of Supervisors, Township Manager, Township Solicitor, Township Roadmaster, and Township's structural engineering consultant.

***Floodplain Ordinance*** – We are currently reviewing the draft floodplain ordinance.

***Hallowell Subdivision (Residential Cluster)*** – Submitted G&A's first review letter on 3/08/13 to the Township and Applicant for discussion at the 3/14/13 Planning Agency meeting.

***Pineville Properties, LLC/Wawa Land Development*** – Submitted G&A's first review letter on 3/13/13 to the Township and Applicant for discussion at the 3/14/13 Planning Agency meeting.

***Quigley Bus Service Land Development*** – Submitted G&A's first review letter on 3/7/13 to the Township and Applicant for discussion at the 3/14/13 Planning Agency meeting.

***Trench Restoration Specification Review*** – We are currently finalizing our review of the Township's utility trench restoration specifications. Mr. Sartor stated that he would provide a summary by the end of the week. No questions were asked.

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

**Gilbertsville Ambulance Report – Garry Schmoltze**

Mr. Schmoltze stated that for the month of February 2013 GACAS handled 93 calls for service, 53 in Douglass Township, 74 transports, 7 refusals, 7 cancelled, 2 no treatment, 1 DOA, and 2 fire scene standby. Training: Certified Douglass Township Police AED/CPR, Certified Gilbertsville Fire Rescue AED/CPR, Assisted at bailout training/firefighter survival with Gilbertsville Fire/Rescue, Two certified EVOC instructors. We are hosting a Haz-Mat Refresher Class April 6, 2013 open to outside agencies 8:15-2:00pm. We are undergoing new CPR training, Pit Stop CPR, continuous CPR without stopping also therapeutic Induced Hypothermia. We are attending a train the trainer session and then will train both members of the police department and Fire/Rescue. The Lucas CPR machine would cost GACAS \$15,000. No questions were asked.

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

**Gilbertsville Fire & Rescue – Rick Smith**

Fire report for February 2013 – 1 fire, 4 fire alarms/CO2 alarms, 2 fire police, 1 Assist to other departments, and 1 investigation. The Fire Company was in service for 7 hours and 31 minutes. Received training in CPR & First Aid recertification. Donation letters went out in the mail. Mr. Theil asked if there were any questions or comments, none were given.

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 February 2013 – 291 incidents reported, 6 reportable accidents, 10 non-reportable accidents, 18 criminal investigations, 5 criminal arrests, 125 traffic citations, 13 non-traffic citations, 1 parking tickets, 8,517 miles traveled, money received by the Township \$9,963.11. Chief Templin stated that back in July of 2011 he spoke to the Board in reference to the Montgomery County Commissioners making a decision on whether or not to replace/upgrade the County's emergency radio system to be in compliance with the F. C. C.'s rules and regulations or the County was in jeopardy of fines and other sanctions. In the meantime all local police departments went through a re-banding process to their current portable and mobile radios until the Montgomery County Commissioners made a decision on this matter. In late December 2012 the Montgomery County Commissioners entered into a contract with Motorola to upgrade system & equipment, replace radios as needed, and add functionality (microwave network) at a total cost of just fewer than thirty million dollars. The Township manager and I attended a meeting on March 5, 2013 (Tuesday) where the Montgomery County Commissioners explained their decision and the impact their decision would have on local municipalities. The thing that will affect local municipalities the most is the need to purchase new radios for their police departments and have them in hand and ready to go no later than the third quarter of 2014. What this decision means to Douglass Township is the need to purchase portable & mobile radios at an approximate cost of \$65,400.00 for the police department alone. Just to give you a comparison of a neighboring Township, Limerick Township has reported an approximate cost of \$140,000.00 to replace their police department's radios. Recognizing that paying for numerous new radios in one year can present a fiscal challenge, the County is working with the Delaware Valley Regional Finance Authority to provide financing for local municipalities. Local municipalities will be able to borrow the funds to cover the cost of the new radios and repay the principal of those loans over a five (5) year period to Delaware Valley Regional Finance Authority, which will administer the loan, and the County will pay the interest and administrative cost associated with the loan. It is imperative to note that the financing will only be offered one time. Local municipalities that wish to purchase additional radios in subsequent years will have to pay for them outright or secure their own financing. Fire companies and other agencies that would like to take advantage of the one-time financing opportunity to purchase radios will have to do so through the sponsoring local municipality that will be responsible for the repayment. I do not know the radio situation of the Gilbertsville Fire & Rescue and the Gilbertsville Ambulance so I cannot speak for them. My recommendation would be to have all three parties sit down with the Board of Supervisors to see which direction all parties intend to go and their respective needs. For the local police departments, this is a "must address" situation; however, the funding is only offered one time for all if this is the road we wish to take. Chief Smith commented that it would cost \$3,800.00 per radio which is lower than the original quote, every truck needs a radio. Chief Templin stated that we cannot trade in the radios; however the cost of the new radios has been cut in half. Chief Templin recommends all companies sit down and discuss this option; we will have to give the number of radios needed by the 3<sup>rd</sup> quarter of 2014. Chief Schmoltze stated that GACAS will need the funding, Mr. Theil told him to get the number of radios needed so we can get the figures together if we borrow the funding. Mr. Brumwell asked what happened with the old radios; Chief Templin stated that we can try to sell them on e-bay because basically they are useless here. No other questions were asked.

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

**Recycling Report presented by Pete Hiryak**

Month of February/March 2013 – 1 load of cardboard (12 bales) to Reading, 2 loads of light iron to Pottstown. Douglass Township has received its first shipment of orange trash bags. These bags are now being sold in the stores. If you still have green trash bags left over, they will still be able to be used for the duration of time that you have them. Please use your green trash bags up first to move the transition of colors along quicker. The color orange was chosen to help the trash collectors identify the trash bags curbside more easily in an effort to prevent missed trash collection. Green bags were blending in with the natural elements along the roads. The bag is completely the same, just a different color. The tub grinder was in to grind the pile of brush and the pile of leaves. Mountain Mulch Inc. was the contractor and the tub grinding service was provided at no cost to Douglass Township, which saves the residents about \$6,000.00. We now have mulch available again for \$10.00 per scoop, ½ off with your trash bag insert coupon. The Montgomery County Correctional Facility will be providing our Township with a cleanup crew of inmates for roadside trash pickup. The majority of the roads to be cleaned will be in and around the village of Gilbertsville which will include State Route 100 and the Route 73 interchange. There were no questions on the recycling report.

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

**Solicitor's Report – Paul Bauer**

***Wayside Chapel*** – Mr. Bauer stated that there was a site walk through scheduled today at 1:30pm. Attending the walk through was Mr. Theil, Manager Pete Hiryak, Code Enforcement Officer Mike Heydt, and I. The intent of the walk through is to view the progress of the property maintenance and to outline additional work the Township wishes to see, we were pleasantly surprised in the cleanup process the building on the left was completely free, and the parking lot was clear. We will continue the appeal based on the progress and on another site visit, there are other items that still need to be addressed. Carl Hiryak questioned if it is necessary to spend the money on court costs, Mr. Theil stated that we are extending the time because of the progress. Mr. Bauer stated that the continuation is leverage to clean up the property to address the safety issues, emergency services could not be able to get to the buildings. Mr. Brumwell asked how much continuances cost, Mr. Bauer stated that the cost is on Wayside Chapel not the Township. Carl Hiryak stated we pay Mr. Bauer's costs, Mr. Bauer replied that this Board has never put costs before safety issues, we have already been awarded \$15,000 that is due to the Township. Mr. Ziegler asked if anyone lives on the property, Mr. Bauer replied that he has never received any indication to lead us to believe that anyone is living there. Chief Smith asked if only the outside was viewed at this visit, Mr. Bauer replied correct, we are strictly looking at the outside first for emergency vehicles and then the focus will be to inspect inside; the property maintenance ordinance will allow us to access the inside, hopefully the Township will continue to work with the owner of the property and his attorney. No other comments were given.

***Comcast Agreement*** – We had a meeting with Brian Jeter, from Comcast to discuss the extension of the existing franchise agreement. The meeting was the first of many, and the BOS were able to express both their concerns as well as those of the Township residents. I will keep the BOS and the public updated with the progress of the negotiations. It was believed by the end of the month Mr. Jeter would have his next proposal to the Board for their review, it was a very productive meeting.

***Township Manager Contract*** – The BOS previously authorized the preparations of a first ever Township Manager's Contract. The Board has the latest draft of the Contract and unless there are any other changes, the BOS could authorize the execution of the agreement. This was one of the items discussed at Executive Session. Mr. Theil asked if there were any more questions 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. Stasik, seconded by Mr. Theil to approve the Solicitor's Report. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

**Highway/Zoning Department Reports – Mike Heydt**

Mr. Heydt was salting and plowing the roads and could not attend the meeting.

**Treasurer's Report – Cynthia O'Donnell**

The Treasurer stated that the unpaid bills amounted to \$164,373.59. The unusual bills were EMC Insurance Companies, Graber Letterin' Inc for new police car lettering, H.A. Thomson Co for Manager Bond, International Salt for road salt, MEA for land system, Montgomery County Lands Trust for membership, Omega Systems for scheduled maintenance time, Rebecca Zern for printing tax bills and supplies, TRM Communications for light bars on police cars. The bill to be paid to Advance Disposal Systems is lower by \$2,400 for an adjustment to the price for trash service for January and February, 2013. I will be filing the form AG-385 by March 31, 2013. Filing of the form is necessary to receive state funds for pension costs and fireman's relief. We received a letter from PennDot stating that our Liquid Fuels Tax payment in the amount of \$252,550.08 will be paid on April 1, 2013. This amount is \$5,848.84 higher than the amount budgeted for 2013. Year to date income for the General Fund is \$79,749.82 or 17.6% ahead of the 2012 year to date income. The biggest increase is with Earned Income Tax, Local Enabling Taxes. Mr. Theil asked if there were any questions on the Treasurer's report, Mr. Brumwell stated that the Township hired another employee; the Treasurer replied I hired an employee for myself and I carry workers compensation insurance for my employee. He also stated to the Treasurer that you charge by the hour, does this person make the same rate as you, the Treasurer replied she does not, the Township does not have to pay a CPA for certain portions of my job, my employee handles lesser tasks for lower pay, it is a plus for the Township. Mr. Brumwell stated that 50% of the LST tax went to the school; the Treasurer stated that \$5.00 out of the \$52.00 collected goes to the school. Mr. Bauer stated that Mr. Brumwell has every right to ask questions about the Treasurer's report however these types of questions would be more appropriate under Public Comment. Mr. Brumwell stated that he had no further questions. No other questions were asked.

A motion was made by Mr. Theil, seconded by Mr. Stasik to authorize the payment of the bills and to accept the Treasurer's Report. Stasik-Aye, Theil-Aye, Ziegler-Aye.

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

1. The Manager reviewed the upcoming meetings as follows: Monday April 1<sup>st</sup> @ 6:30pm joint meeting with BOS of New Hanover Twp, discussing Hickory Park Pool/Public Works Projects, Executive/Agenda Session 7pm, Board of Supervisors Meeting @ 7:30pm.
2. Thursday March 28<sup>th</sup> 6:30 – 8:30pm public meeting regarding any questions on the Congo Road Bridge Replacement, discussions will be on re-routing of traffic. PennDot expects replacement mid 2015. The manager stated that PennDot will send flyers and mailings to the Congo Road residents informing them of the replacement meeting.
3. Parking Ordinance advertised for Monday, April 1<sup>st</sup> @ 7:30pm.
4. Representative Marcy Toepel will visit Douglass Township Monday May 20<sup>th</sup>, 2013 for the Board of Supervisors Meeting; Ms. Toepel will provide resident outreach service from 6pm-7pm.
5. Gilbertsville Fire & Rescue – Request to add Bryan Beaulac to the Special Fire Police Squad. Mr. Bauer asked the manager to report the addition of Mr. Beaulac to the workers compensation insurance carrier.

A motion was made by Mr. Stasik, seconded by Mr. Theil to approve the addition of Bryan Beaulac as a member of the Special Fire Police. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

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

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**

The manager stated that there was not enough members present to have a formal meeting because of the winter weather conditions so he will read from Mr. Romig's notes. There will be an emergency meeting on Monday, March 25<sup>th</sup> @ 6:30pm regarding plans for the Trout Rodeo. The manager stated that he will put out a memo to all open space/recreation committee members. Mr. Sell commented that if they don't want to be on the committee they should let us know. The manager stated that he will try again to have the members attend the emergency meeting. No other old business/new business was discussed.

**Public Comment**

Mr. Gerhart of Sassamansville Road had complaints about Mountain Mulch and their mulching operations. There is a safety concern regarding the amount of mud and dirt on the roadway from the large number of trucks leaving the facility. The large trucks are actually driving off the roadway to make their turns at the corner of Sassamansville Road and Hoffmansville Road and at the S-turns on Hoffmansville Road at the Douglass Township/Washington Township line. Mr. Gerhart stated that in his job he gets fined if he puts mud on the road. He also stated that the noise level at his house from the actual grinding operation and machinery is terrible. He also stated that dust from the mulch grinding is causing problems in his backyard with his laundry and swimming pool. Mr. Gerhart commented that he notices the Township staffs are out constantly to address these issues with Mountain Mulch; this is costing the Township a lot of money addressing these problems every day. The manager stated that the Township has met with Mountain Mulch to discuss these issues. The Township has also met with neighbors of Mountain Mulch regarding the height of the mulch piles, the location of the mulch piles, the overall size of the operation, and the hours of operation. The operator of Mountain Mulch has been very accommodating to the Township; he is aware of all the complaints and has tried different ways to resolve some of these issues and even with a street sweeper the condition of Sassamansville Road is still a safety issue. Chief Smith commented that on a construction site they sometimes put an automatic truck wash/tire scrubber in to address the mud issues from the tires. Mr. Dries suggested for Mr. Gerhart to contact DEP, Mr. Bauer stated that it is more productive for the Township to call DEP and he doesn't think that DEP was aware of how big this operation was going to be. Mr. Price added that there is mud from the mulch plant up to the Post Office at 5pm when he travels that road. Mr. Bauer suggested another meeting with Mountain Mulch to hear all the concerns and offer suggestions to resolve these issues. The solicitor will look over the restrictions that the zoning hearing board imposed on Mountain Mulch and will review to make sure they are enforced. The solicitor asked the manager to forward information and any pictures in the file pertaining to complaints about the roadways and operations of Mountain Mulch for his review. Mr. Stouch addressed the Board and stated that he is interested in the Planning Agency or other positions if any are still open, he will submit a letter and stated that he does have certain qualifications beneficial to the Township. Chief Smith announced that Fire & Rescue will be having a Tanker Strike Force Drill using Linsenbeidler and Middle Creek Roads and signs will be posted at both ends of Linsenbeidler Road. No other public comment was given.

A motion to adjourn the meeting at 9:00pm 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, April 1<sup>st</sup>, 2013 @ 7:30 pm.

Respectfully submitted by,  
Marcy Meitzler