

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 David Leh, Mike Heydt, Chief Templin, Pete Hiryak and approximately 13 residents.

Mr. Theil asked for a Moment of Silence for Walter Hiriak who recently passed away. He was a former Supervisor/Road Master for the Township for 31 years, our thoughts and prayers are with his family.

Mr. Theil led us in the pledge of allegiance.

Mr. Theil announced that there was an Executive Meeting involving potential litigation matters with Mountain Mulch and an Executive Meeting with the trash hauler on Friday, March 22nd, 2013.

Mr. Bauer added that there was an Executive Session earlier this evening involving litigation matters; no action was taken by the Board.

Mr. Theil asked if there were any changes, corrections, or comments on the minutes of March 18th, 2013 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 March 18th, 2013 Board of Supervisors Meeting. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Public Hearing for possible adoption of the Parking Ordinance – Mr. Bauer commented that this hearing pertains to an amendment to the zoning ordinance #2013-03 prepared by Planning Agency Solicitor Charles Garner; this has been a work in progress for some years and was resurrected by the Board of Supervisors and by the Planning Agency. The amendment involves defining the term “Parking Space” more clearly and amends the calculations of parking spaces. This was advertised in the Pottstown Mercury on March 16th & March 23rd for a public hearing on April 1st, 2013. Mr. Bauer opened the hearing for public comment starting from the right side of the meeting room. Mr. Yarnall asked if this amendment would change the Hallowell Subdivision, Mr. Bauer stated that it would not affect the Hallowell plan; it would affect any new land development plan submitted after the enactment of this amended ordinance. Mr. Bauer asked for any other public comment, none was given. Mr. Bauer asked for any Supervisor comments, hearing none Mr. Bauer closed the public hearing. Mr. Bauer stated that the Planning Agency and Montgomery County Planning Commission recommended adoption of this amendment on March 13, 2013 and February 28th, 2013 respectfully; this would be the appropriate time for adoption if the Board chooses to do so.

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

BMMA Report (March 25, 2013 Meeting) – Bob Dries

Mr. Dries stated that BMMA’s February meeting minutes are in the lobby. A report was presented on the status of the Bechtelsville portion of the collection system. 26,421 feet of sewer mains were televised and evaluated. 1,425 feet of sewer mains were identified as needing replacement due to their condition. The BMMA Board authorized the engineer to proceed with this construction project at an estimated cost of \$290,000. A report was presented on the leaking laterals on Maple Street, these laterals will be replaced, this construction project will cost \$63,000 and was authorized by the BMMA Board; the video truck has proved to be worth the money because valuable information is coming out of this. Gilbertsville Veterinary Hospital purchased an additional EDU as a result of the annual commercial consumption review. A resolution was passed requiring the solicitor to initiate a sheriff sale action for collection of accounts over \$1000 past due. The BMMA Board approved the sewer service agreement developed by our solicitor for the Gateway Ticketing Project in Colebrookdale Township. A property owner will be notified about a leaking building sewer that was identified in the March 12th rainstorm. It was televised by the video truck, 12,000 gallons a day. The next regular scheduled BMMA meeting will be held on 4/22/2013 in the Municipal Drive Office at 7pm. Mr. Dries commented that new BMMA Board member Sam Hunter was given a 2-1/2 hour tour of the plant by the plant manager. The Plant

Manager, Mr. Brady, is a certified water treatment operator and teaches classes at the Montgomery County Community College and gives tours to his class twice a year and Sam was able to attend one of those tours. No questions were asked.

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

Engineer's Report – Mr. David Leh

1. Berwind II Subdivision – We have had email exchanges over the last week with the applicant's engineer concerning scheduling the storm water infiltration testing to be performed at the site.
2. Floodplain Ordinance – We will be contacting the Planning Agency Solicitor to discuss our preliminary review of the draft floodplain ordinance.
3. Hallowell Subdivision (Residential Cluster) – We reviewed correspondence received on 3/27/13 from the Planning Agency Solicitor.
4. NPDES MS4 Permitting Assistance – We have had email exchanges with the Township Manager over the last week regarding the MS4 Storm Water Notice of Intent Report.
5. Trench Restoration Specification Review – We have finalized our review of the Township's utility trench restoration specifications and will be providing our summary memorandum to the Township Manager.

Mr. Leh 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. Theil to accept the Engineer's Report. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Solicitor's Report – Mr. Paul Bauer

Comcast Cable Franchise Update – Last week I emailed Brian Jeter from Comcast asking for their proposed franchise agreement. He did respond to me that I would have it within the next week or so. As of 10:30 am this morning I received another email from Mr. Jeter, indicating that he would try to have a redlined version of the proposal to us by the BOS meeting tonight. Naturally, upon receiving same I will immediately forward it to the Board for your comments. *Open Space Purchase* – This morning the Township successfully settled with Mr. Moyer on the purchase of open space at 210 Smith Road. The Township Supervisors are free to begin using the property as they see fit. *Executive Session* – Today I received a new Civil Complaint filed in Montgomery County. I forwarded the complaint to all of the Board members and will be happy to discuss same in executive session with the Board. *County Line Bridge Update* - I spoke with State Representative Marcy Toepel this afternoon and the manager forwarded to her copies of both engineers bridge reports. She will forward them to Les Tosco at PennDot to help in scheduling a meeting with the engineers. Additionally, State Representative Toepel advised me that she was on her way to a meeting in Harrisburg wherein PennDot was asking her to provide names and information about possibly funding projects in her district. The Board appreciated Representative Toepel's help in this matter. Mr. Theil asked if anyone had questions on the Solicitor's report, 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 accept the Solicitor's Report. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Zoning Report – Mike Heydt

Mr. Heydt stated that he visited the Mill Street property on Thursday at 1:00pm and Mr. Adams is making progress cleaning up the site. There is still a lot of little stuff to get rid of, the only large items remaining are the cars and that will not take long to clear. Mr. Ziegler stated to Mr. Adams that you will have it cleaned up by the deadline that was given you or you will be cited. The manager stated that several large trees were removed to allow more access to clean the site; the manager expressed his concern that there is a lot to be removed by July 1st, 2013. Mr. Heydt stated that approximately 60% is cleaned up, it will take 3 or 4 dumpsters of small stuff and then it is just the cars. Mr. Adams stated that weather permitting he will try to clean up by the deadline, Mr. Ziegler stated to let the Township know if there are problems but this cannot drag out any longer. Mr. Adams stated that he appreciated that the Board is working with him on the clean up process.

Mr. Heydt also stated that he is trying to get the garage taken care of on E. Philadelphia Avenue. Mr. Theil asked if there were any questions on the zoning report, no one replied.

Pete Hiryak presented the Manager's Report.

1. The Manager reviewed the upcoming meetings as follows (open to public): P/A Workshop Meeting Thursday, April 11th @ 6pm- Green Building, P/A Meeting @ 7pm, BOS meeting Monday, April 15th @ 7:30pm, Agenda Meeting/Exec Session @7pm, Open Space/Rec Meeting @6:30pm upstairs in the EOC room.
2. Joint Workshop Meeting with New Hanover Township Officials – Met tonight and discussed truck weighing scales to be purchased jointly for the Police Departments, also future New Hanover and Douglass Township road projects were discussed.
3. A public meeting regarding Congo Road Bridge was held on March 28th, 2013 from 6:30pm-8:30pm. The public asked questions and gave comments about the Congo Road Bridge replacement and re-routing of traffic.
4. Planning Agency Appointment – The manager stated that Mr. Neil Sarker is interested in the vacant position that is currently available on the Planning Agency. Mr. Sarker is well qualified for the position and lives in the Cobblestone Development. A motion is needed from the Board.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to appoint Mr. Sarker as a member of the Douglass Township Planning Agency. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

5. Open Space/Recreation Committee Appointment – The manager stated that Mr. Josh Stouch asked to be added as a member of the Douglass Township Open Space/Recreation Committee. A motion is needed from the Board.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to appoint Mr. Josh Stouch as a member of the Douglass Township Open Space/Recreation Committee. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

6. Sassamansville Fire Company proposal to provide volunteer service to Douglass Township – The manager stated that he received a packet of information from the Sassamansville Fire Company for a proposal to provide joint volunteer services for Douglass Township. Mr. Theil stated that the Board will review the information and asked the manager to make copies of the proposal for Fire & Rescue and Chief Smith for their review and schedule a meeting for the Board and Fire & Rescue to discuss the proposal.

Mr. Theil asked if there were any questions on the manager's report, Mr. Sell stated that he thought Sassamansville Fire Company merged with New Hanover, Mr. Bauer commented that Sassamansville is not currently recognized as a Fire Company in New Hanover Township. A study was completed regarding the merger and it recommended an agreement between New Hanover and Sassamansville Fire Companies, however Sassamansville Fire Company did not agree to the merger. Mr. Brumwell asked what is going on in the joint meetings with New Hanover Township; the manager replied that we have met twice with New Hanover

Township. They are interested in obtaining information about our recycling program, the police departments are working together regarding truck traffic and safety enforcement; joint highway projects and the possibility of sharing equipment and manpower. The meetings have gone very well so far. Mr. Brumwell had concerns about sharing equipment, Chief Templin pointed out that the police departments are currently sharing a traffic speed trailer and the expenses are split between both departments. The manager stated that New Hanover will need to shut down Buchert Road for a road project, with sharing equipment and workers from the Douglass Township Highway Department the project will be completed earlier than expected. Mr. Sell commented that big government should learn to do this. Mr. Theil also stated that New Hanover Township agreed to give Douglass Township residents the same discount to Hickory Park Pool as the New Hanover residents. Mrs. Norton stated that the Congo Road Bridge meeting was a good meeting however more residents should attend meetings and an alternate detour route should be taken because Middle Creek Road floods. Mr. Stouch stated that as far as Sassamansville Fire Company's proposal is concerned, their goal is to provide fire services to the Township residents at no cost to the Township. Mr. Ziegler stated that the Board will meet with Fire & Rescue to discuss the proposal. No other questions were given.

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. Dries wanted to say that BMMA is very lucky to have a Plant Manager with the qualifications that Mr. Brady has. Mr. Yarnall commented that he is not against the bridge replacement; he is against not widening Congo Road before the bridge is put in because the roadway is too narrow. The Supervisors stated that widening Congo Road will be considered after the bridge project is completed. No other public comment was given.

Old Business

The manager stated that there was an Open Space/Recreation Committee meeting held on March 25, 2013 to finalize the plans for the Trout Rodeo. There is \$800 in donations to date. The Township purchased 210 Smith Road for open space which could possibly be used for future trout rodeos. Mr. Kuklinski will try to secure a food cart for the rodeo, if not the Township has a large gas grill to cook the food. Mr. Josh Stouch has volunteered his time to help with parking at the rodeo. The portable bathrooms and washstand will be delivered and in place on Friday, May 3rd, the day before the rodeo. Mr. Ziegler spoke to Morgan Hill about donations and she will put the request in to Robert Hill. The fish, food, and beverages will be ordered using the donations that the Township has received to date. There will be one more open space/recreation committee meeting held on April 15th, this will be the last chance to address issues before the rodeo. Work will start again on the Oberholtzer Schoolhouse project. Carl Hiryak has secured windows and will modify them for the schoolhouse.

New Business

Mr. Theil stated that the PSATS Conference is in Hershey PA and they will be holding a Grant Writing Seminar on April 21st, 2013 and requested that the Board authorize the manager to secure admission for two people. Andy Duncan and Mike Heydt are invited or two Supervisors if they are unable to attend. Mr. Duncan and Mr. Heydt would have their expenses paid by the Township however the Supervisors will only have the seminar cost paid by the Township.

A motion was made by Mr. Theil, seconded by Mr. Ziegler to authorize the manager to secure admission for two people to attend the PSATS Grant Writing Seminar in Hershey PA on April 21st, 2013. Mr. Duncan and Mr. Heydt would have expenses paid for by the Township; however Supervisors would only have the cost of the seminar paid by the Township. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Mr. Theil stated that he believes that the Township should solicit costs for the codification of the Township Ordinances and also to transfer the Microfiche files on CD's.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to obtain costs for codification of the Township Ordinances and also have the Microfiche files transferred on to CD's. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

Mr. Theil stated that he wanted to hire a part-time road crew person for less than 30 hours a week and wanted an advertisement placed in the paper for a fully qualified road crew worker and asked for a motion to authorize the advertisement and the hiring of a part-time road crew person. Mr. Sell asked why we need another person; the Treasurer just hired a person to do her work. Mr. Theil stated that Andy Duncan is held down on mowing grass, open space, trash collection, and the recycling duties. Mr. Brumwell asked who calculates how many man hours are needed by each department. Mr. Sell asked if all the Supervisors were on board with this, Mr. Ziegler stated that personally he feels that we need a qualified grant writer. Mr. Sell asked if someone in the office couldn't do the grant writing, Mr. Theil responded that the manager is too busy to take on the task of grant writing. Mr. Brumwell felt that the Treasurer should handle grant writing; Mr. Theil stated that Andy does a very good job with the recycling grants. Mr. Stasik commented that our personnel does a very good job and our personnel are very loaded up. Grants are very important and we need that, we can build on Andy's skills, right now our people are overloaded. Mr. Sell asked is there grant money out there; Mr. Stasik replied that Ms. Toepel told us there is grant money out there specifically for the County Line Bridge project. Mr. Stasik stated that we have a good recycling center and road crew and is very proud of that because we are ahead of a lot of Townships. Mr. Sell asked was it agreed to by the Supervisors for the Treasurer to hire herself an employee, Mr. Brumwell added that we should have more control over the hours she works at the office. Mr. Stasik stated that the Treasurer hired herself an employee paid for out of her budget, Mr. Theil said that we agreed to whatever the Treasurer needed as far as a helper, it was discussed within the budget. Mr. Brumwell commented that he has an issue on the way this Township is run. Mr. Theil commented that between zoning and the property maintenance code it will take up a lot of the office staff's time, you can only stretch people so far. Mr. Sell stated to Mr. Theil that personally I don't think a part-time road crew person is needed, remember you work for taxpayers. Mr. Theil ended the comment session.

A motion was made by Mr. Theil, seconded by Mr. Ziegler to authorize the manager to advertise for and hire a fully qualified part-time road crew worker. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

A motion was made by Mr. Ziegler, seconded by Mr. Theil to adjourn the meeting at 8:45pm. Stasik-Aye, Theil-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, April 15th, 2013 @ 7:30 pm.

Respectfully submitted by,

Marcy Meitzler