

The meeting of the Douglass Township Board of Supervisors was called to order at 7:34 P.M. Attending were Chairman John Stasik, Vice Chairman Fred Ziegler and Supervisor Anthony Kuklinski, Solicitor Paul Bauer, Engineer John Sartor, Cynthia O'Donnell, Chief Templin, Andy Duncan, Mike Heydt, Pete Hiryak and approximately 24 residents.

Mr. Stasik asked everyone in the room to please place their cell phones on silent during the meeting and led us in the pledge of allegiance. Janet Bauer announced that she will be recording tonight's meeting.

Mr. Stasik asked if there were any changes, corrections, or comments on the minutes of September 3rd, 2013 Board of Supervisors Meeting, no changes or comments were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to approve the minutes of the September 3rd, 2013 Board of Supervisors Meeting. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Gilbertsville Ambulance Report – Garry Schmoltze

Call volume for August 2013: There were a total of 118 calls for service; 80 patients were transported, 17 cancellations, 13 refusals, 5 no patient found, 3 transferred care air medical/Other EMS. The breakdown is 50 from Douglass Township, 25 New Hanover Township, 13 Boyertown Borough, 1 each for Bally Boro, Bechtelsville Boro, East Greenville, and Pennsburg Boro, 3 each for Colebrookdale, Earl, Upper Frederick, and West Pottsgrove, and 2 for Washington Twp. Hospitals Transported to: 10 Lehigh Valley, 2 Medevac-Lehigh Valley, 5 Phoenixville, 56 Pottstown Memorial, 2 St. Lukes Quakertown, and 5 Reading Hospital & Medical Center. Total calls to date: 2012 – 860, 2013 – 916.

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

Gilbertsville Fire & Rescue – Rick Smith

Fire report for August 2013 – 1 brush/trash fire, 1 fire alarm/CO2 alarm, 2 vehicle accidents, 1 EMS assist, 1 fire police, 2 Assist to other departments, and 2 investigations for a total of 10 calls. The Fire Company was in service for 4 hours and 45 minutes. During Bike Night F&R responded to 1 medical emergency and assisted New Hanover at a structure fire. We responded to 4 investigations of burn victims; 1 in Earl Township and 3 in this Township (2 cooking and 1 smoking while on oxygen), Assistant Chief Duncan has put helpful safety tips on our on the fire company's face book page. Chief Smith received an email from the County Fire Chief's Association for Mr. Bauer to look it to concerning the possibility of needing healthcare for firefighters. Mr. Bauer will review the email to see if it pertains to Fire & Rescue. Mr. Stasik asked if there were any questions for Chief Smith, no one replied.

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

Police Department Report – Chief Templin

Statistics for August 2013 – 387 incidents reported, 8 reportable accidents, 15 criminal investigations, 3 criminal arrests, 117 traffic citations, 35 non-traffic citations, 9,195 miles traveled, money received by the Township \$4,261.52. Mr. Stasik asked if there were any questions for Chief Templin, no one replied.

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

Recycling Report – Andrew Duncan

For the month of September 2013: 1 load of cardboard to Reading, 4 loads of light iron to Pottstown. The chipper was out to 4 residences this month, 3 were exempt from payment. Mulch is still available for \$10 per

scoop, ½ off with your trash bag coupon. We are sold out of leaf mulch. Open House/Shredding Event will be held on October 5th, 2013 at the Recycling Center, the shredding will take place from 9am – 1pm. I am still looking for a sponsor to help defer the shredding cost of \$800.00. I would also like to extend the invitation out to our emergency services to come down on this day to offer public safety information and to show off some of their equipment with that being the weekend before fire prevention week. New recycling containers have arrived, they are an equivalent of the three smaller containers, and each residence will only receive one of the new containers. We will not be trading old containers with nothing wrong with them for a new bigger container, when those containers are worn and broken, we will provide you with a new container. No questions were asked.

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

Engineer's Report – John Sartor, Gilmore & Associates

Berwind II Subdivision – By the Board's direction we attended the zoning hearing on 9/10/13 along with the Solicitor. We issued our second review letter regarding the subdivision plan submission on 9/12/13; we also issued our first review letter regarding the sewage facilities planning module submission on 9/12/13. We will be attending the continued zoning hearing on 9/24/13.

Clover Hill – We attended a staff meeting on 9/3/13 between the applicant and his attorney, the Township Manager, and the Township Solicitor.

County Line Road Bridge – On 8/6/13 we received McCormick Taylor's most recent inspection report concerning the bridge. We have completed our review as has Thomas L. Zeigler, P.E.; we are awaiting Mr. Zeigler's written report at which point we will forward same to the Township, Representative Toepel and Representative Maloney.

Hallowell Subdivision (Residential Cluster) – Applicant submitted revised plans on 8/30/13 currently under review by this office. Applicant and his Engineer attended the 9/12/13 Planning Agency meeting to present their revised plans.

Provo Pinegood Grosser Road, LP/Wawa Land Development – We issued our first review letter regarding the sewage facilities planning module submission on 9/12/13. The Applicant and their Engineers attended the 9/12/13 P/A meeting to present their revised plans. We understand that revised plans will be formally submitted for subsequent review within the near future. Provco requested a staff meeting with the engineers (Sartor and Traffic Engineer) the week of September 23rd here at the Township so the Manager would be able to attend; Mr. Bauer stated that under the condition that Provco will provide the costs involved for all the engineers attending and he also would like someone present from the Township to take minutes for us.

Riparian Corridor Conservation District Ordinance – We reviewed the revised draft ordinance from the Township Planner, which was received on 8/26/13. We forwarded our comments to the County.

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

Solicitor's Report – Paul Bauer

Cable Franchise Agreement/Comcast – We have negotiated what I believe will be the final draft of the proposed new Franchise Agreement. I have received via email outlining the rough parameters of the agreement. According to Brian Jeter, he hopes to have a final version of the Franchise Agreement ready for the next board of Supervisors Meeting of October 7, 2013 wherein, if approved, it could be signed by the Supervisors. This would include a \$25,000 grant payment to the Board of Supervisors.

Berwind II Zoning Application – A meeting was held on September 10, 2013 which I attended, along with the Township Engineer and Peter Hiryak, to address the Zoning Variance Request of Berwind II. The applicant and their Engineer testified as well as John Sartor, Engineer on behalf of Township. The meeting was adjourned and was scheduled to continue on Tuesday, September 24, 2013. It is the expectation that between these two hearings the applicant and the Township would discuss and agree upon on a Middle Creek Road Improvement Plan that would space out certain improvements. If such an agreement is met to the extent the Township is satisfied, we

will be in favor of the requested variance. Mr. Bauer stated that there is no plan as to when the improvements would get done, we would like the improvements done before the 3rd phase, and this is why the hearing has been continued. Mr. Sartor stated that the discussion was on which improvement would show a benefit first from the improvement early in this project. Several residents were concerned with the flooding in other areas on Middle Creek Road, Mr. Sartor that possibly excavating the wetland area to create big holding basins to hold the runoff to lessen the amount of water flowing downstream in his opinion would help improve the situation. The developer will try to control the water from their 27-28 acre subdivision that will be draining toward Middle Creek Road; they have no control over the other 300 acres that are not part of their subdivision. Mr. Sartor stated that there will be enough grade that water will flow through the proposed replaced pipe, presently crushed, at the Yarnall property. Chief Smith commented that Phase III is landlocked with no other way out of the area in flooding conditions; extending Detar Road will help these residents leave the area in flooding conditions. Mr. Stasik stated that this is still under the Zoning Hearing Board's conditions with the next meeting set for September 24 at 7:30pm.

Mountain Mulch – Peter Hiryak and I met with the General Manager of Mountain Mulch, Vince Raffaele and toured the facility. It appears that there is no work or activity being conducted beyond the scope of what had been permitted by the Township. It is clear that the Berm has increased in height at DEP's request and they are still confined within the 7-1/2 acre area that they are allowed. Mr. Hansen was farming; there were no signs of grinding. Mountain Mulch is working on a contract to get rid of the entire fiber pile (the largest pile) which is used for animal bedding. The manager believes that the grinding complaint recently received by the Township was performed on that fiber pile near the Keiser's property. Ms. Orner stated that she witnessed the grinding operation behind the Keiser's property and it was not 100 feet away from their property. Mr. Bauer also stated that the Township has received the first payment towards the recoupment of Township costs incurred in this matter. During the meeting all parties also discussed what the payback plan would be. The manager stated that Mountain Mulch indicated that they would be looking into planting trees around the berm. Mr. Farrell insisted that the operation is still over the 7-1/2 acre footprint; Mr. Bauer replied that the survey stakes are still in place from June 27 and 28. The residents questioned if Mountain Mulch would have moved the surveyor stakes because they are not concrete. Mr. Sartor was asked what the cost would be to re-survey the stakes; Mr. Sartor replied that the stakes are still there so it is just a matter of taking measurements from pin to pin which could be less than \$1000.00. Mr. Ziegler conveyed that he is still not happy with the Mountain Mulch situation.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to have Mr. Sartor re-survey the existing pins at the Mountain Mulch site to determine if they are still within the 7-1/2 acre footprint. Stasik-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Mr. Stasik asked if there were any 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

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to accept the Solicitor's Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Highway/Zoning Reports – Mike Heydt

Highway - The following work was done by the road crew: weed whacking, roadside mowing, patched potholes, and installed drainage pipes on Congo Niantic Road. A resident asked what work is being done on Maple Street; Mr. Heydt replied that BMMA is replacing sewer laterals on Maple Street.

Zoning – Mr. Adams on Mill Street is moving forward with his cleanup process, he is now working on removing the bigger items. Mr. Stasik asked if there were any questions for Mr. Heydt, Mr. Renninger complained that his neighbor on Municipal Drive still has not installed a yard drainage pipe that would

help the water flow from his property. Mr. Heydt stated that he already talked to the neighbor about the pipe. Mr. Stasik asked Mr. Renninger to work with Mr. Heydt and Mr. Hiryak for a solution as quickly as possible.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the Highway/Zoning reports. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Treasurer's Report – Cynthia O'Donnell

The Treasurer stated that the unpaid bills amounted to \$144,793.90, the unusual bills were; Continental Concrete, Graber Letterin' Inc., H. A. Weigand, Inc., Thompson Fabricating, Inc., Signal Service. No questions were asked on the bills.

The Boyertown School Board voted to allow the exoneration from the fiscal year 2013 School Real Estate Tax, for our property located at 210 Smith Road. Results of the workers compensation audit for the period 6/2012-6/2013 resulted in an additional premium due of \$3,953.00, the additional premium due was calculated using the 2013-2014 rates, rather than the correct 2012-2013 rates. I have contacted our insurance representative and they will be doing further investigation of the calculation with EMC Insurance we will hold the invoice until correction is obtained. The mini-grant application was submitted to the Pottstown Area Health and Wellness Foundation. The grant request will be for funds to pay for site development plans of Douglass Township's existing parks and open space. The grant decisions will be around Thanksgiving. The Pension Plan MMOs (Minimum Municipal Obligation) are being prepared and need to be presented to the Board of Supervisors. The MMOs represent the calculation of the 2014 plan cost, and are based on an estimate of the covered employee's wages for 2013. The MMOs normal cost and amortization of the unfunded liability are based on the 01/01/2011 actuarial study. Mr. Kuklinski asked where we stand on funding the MMOs, the Treasurer stated that the plans are financially solid especially the uniform pension plan. Year to date income for the General Fund is \$249,253.84 or 10.5% ahead of the 2012 year to date income. The biggest increase is with Earned Income Tax. Transfer Tax is lagging 2012 income levels. Year to date income for the Recycling fund is \$35,537.04 ahead of the 2012 year to date income. This is due to the receipt of the Recycling Performance grant in the amount of \$31,234.00. 2013 trash bag sales are even with last year. No questions were asked. The Budget preparation requires approval of budget calendar.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the 2014 Budget Meeting Calendar. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

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

A motion was made by Mr. Ziegler, seconded by Mr. Stasik to accept the Treasurer's Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Pete Hiryak presented the Manager's Report.

1. The Manager reviewed the upcoming meetings as follows: ZHB Tuesday, September 24th @ 7:30pm – Berwind II, continuation of hearing. PMRPV Wednesday, September 25th @ 7pm, Pottstown Borough Hall – the manager will attend. BOS meeting Monday, October 7th @ 7:30pm, BOS Agenda Session 7pm. P/A Workshop Thursday, October 10th @ 6pm (Riparian Corridor), P/A Meeting @ 7pm.
2. Wawa Land Development Review Extension Request – Waiting for extension letter from Wawa.
3. Letter from Virmay Drive residents on Bike Night- Received letter from residents thanking everyone involved with the added traffic control on Virmay Drive. However they questioned some of the activities allowed at Bike Night that would not be considered family oriented. The manager stated that these issues will be forwarded to Gilbertsville Fire Company and the Bike Night Committee to be addressed.

Mr. Ziegler asked the manager to set up a staff meeting between the manager, Board of Supervisors, and the Chairman and Vice Chairman of the Planning Agency to talk over issues in the Township, if it needs to be advertised work out the details with Mr. Bauer. Mr. Stasik asked if there were any questions on the manager's report, the manager stated that he received positive comments about the way the Berwind II hearing was conducted; Mr. Ziegler added that a good job was done by everyone at the September 10th hearing. No other comments or questions were given.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the Manager's Report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Old Business/New Business

Open Space Report – Mr. Romig stated that the open space committee discussed the 2014 Fish Rodeo and determined that it might not be effective to hold the rodeo at the Smith Road property, with the flowing creek so will we ask Mr. Mashintonio for use of his property. We discussed the best use of open space for future use. Ms. Connie Garner of New Hanover Township has invited Douglass Township residents to buy memberships to the Hickory Park pool for next summer. Josh Hagadon volunteered to create a map of present open space properties to show the locations and list it on our website. Mr. Kuklinski resigned as the Chairman of the open space committee, due to his Supervisor appointment, elections were held this evening for a new Chairman and Randy Romig was elected Chairman for the remainder of the year. No questions were asked.

Public Comment

Ruth Baker, School Board Election Method Changes – Ms. Baker briefly informed the Board that the method for School Board Elections will be changing to that where by law the most populous municipalities can afford to run candidates for office, it would be very costly for smaller municipalities. She notified the Board that they are seeking petitions to keep it the same as it has been and Earl Township has already issued a resolution stating to stay the same. Ms. Baker has asked the Board for a resolution for the same.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to sign a Resolution to keep the School Board Election Method the same with no changes. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Residents again discussed Middle Creek Road improvements, Chief Smith stated that even though we had record rainfall this year we did not close any roads, Mr. Stasik felt that the improvements to Smith Road helped reduce the flooding. Mr. Ziegler asked to add Charles Haring to the open space committee. A resident asked what is the plan for County Line Bridge, Mr. Stasik commented that the Board is very concerned with the bus traffic and Global Metals tractor trailer traffic over this bridge and is waiting on the review by the structural engineer as to repair or replace the bridge. Denise Thomas on Aspen Lane asked when the meeting has been re-scheduled between them and Suburban Water, the manager stated that he was at Suburban Water several times and they do not appear interested in having a meeting. Mr. Bauer stated that this is a civil matter between neighbors there is no proof that the actions of your neighbor caused water to flow onto your property. The manager suggested having a meeting between Suburban Water, himself, and Mr. Sartor and for Mr. Sartor to give his opinion on how to fix this issue, Mr. Bauer stated there is nothing I can do unless it is a zoning violation. The Board agreed with the suggestion and the manager will set up the meeting this week sometime and a report will be issued. Mr. Stasik closed public comment.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to adjourn the meeting at 9:25pm. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

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

Respectfully submitted by,
Marcy Meitzler