

The meeting of the Douglass Township Board of Supervisors was called to order at 7:35 P.M. Attending were Chairman John Stasik, Supervisor Anthony Kuklinski, Solicitor Paul Bauer, Engineer John Sartor, Cynthia O'Donnell, Chief Templin, Andy Duncan, Mike Heydt, Pete Hiryak and approximately 43 residents. It was announced that Vice-Chairman Ziegler would not be present tonight because of health related issues.

Mr. Stasik led us in the pledge of allegiance. Mr. Bauer announced that there was a brief Personnel Executive Session prior to this meeting, no decisions or votes were taken.

Mr. Stasik asked if there were any changes, corrections, or comments on the minutes of December 2nd, 2013 Board of Supervisors Meeting, no changes or comments were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve the minutes of the December 2nd, 2013 Board of Supervisors Meeting. Kuklinski-Aye, Stasik-Aye. Motion passed.

Gilbertsville Ambulance Report – Warren Moser

Call volume for December 2013: There were a total of 116 calls for service; 83 patients were transported, 10 cancellations, 12 refusals, 6 no patient found, 1 no treatment needed, 1 transferred care air medical/other EMS, and 3 DOA. The breakdown is 66 from Douglass Township, 21 New Hanover Township, 8 Boyertown Borough, 2 Earl, 1 East Greenville, 5 Colebrookdale, 7 Pottstown Boro, 3 Upper Frederick, 1 Lower Pottsgrove, and 1 West Pottsgrove. Hospitals Transported to: 11 Lehigh Valley-Cedar Crest, 62 Pottstown Memorial, 7 Reading, 1 Medevac-Lehigh Valley, 1 Phoenixville Hospital, and 1 Grandview. Total calls to date: 2012 – 1193, 2013 – 1222. Operation 9-reindeer – Assisted in escorting Santa Claus who was delivering presents to a less fortunate family consisting of a mother and five children. Grants – Commonwealth of Pennsylvania –State Fire Commissioners Grant, we were approved for debt reduction but the amount is unknown as of yet. Mr. Moser stated that the Board of Directors appreciate the support from the Board of Supervisors, staff, and the public. No questions were asked.

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

Gilbertsville Fire & Rescue – Rick Smith

Fire report for December 2013 – 1 brush/trash fires, 3 vehicle fires, 2 vehicle accidents, 1 hazardous materials, 1 EMS assists, 4 fire police, 6 Assist to other depts., 1 investigation, for a total of 19 calls. The Fire Company was in service for 16 hours and 42 minutes. We continued our Core Rescue Training with 16 members for 66 hours. Santa will be escorted by Station 67 on Saturday December 21st. Chief Smith stated that the fire department wishes every a Happy Holiday and reminded everyone to water their Christmas tree so the fire company won't have to. No questions were asked.

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

Letter of Resignation – Mr. Charles Haddad, Trustee

Mr. Haddad stated that is time for me to move on and he does not wish to have the fire company property in his name. Mr. Haddad said that he will stay on as an advisory capacity however his feeling is that a trustee is no longer needed because both GFC1 and F&R can work together.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to accept Mr. Haddad's letter of resignation as the Trustee of the fire company. Kuklinski-Aye, Stasik-Aye. Motion passed.

BMMA-Rezoning Request, Municipal Drive-R-2 Zoning District

Mr. Moser stated that DEP has approved their Act 537 Plan for corrective action. BMMA is asking for the approval to go through the rezoning process to change BMMA properties from R-2 Residential to Institutional. The BMMA office was constructed with a variance and in order to install an equalization tank behind the BMMA office we need another variance therefore we are asking for rezoning of all BMMA properties as Institutional. The Township Planning Agency has recommended the proposed zoning changes.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik for authorization of BMMA to go through the rezoning process of the BMMA properties for the proposed change from R-2 to Institutional. Kuklinski-Aye, Stasik-Aye. Motion passed.

Engineer's Report – John Sartor, Gilmore & Associates

Berwind II Subdivision – We received a final plan submission for Phase 1, legal descriptions, and a construction cost estimate last month. On 12/6/13, we completed our review of the submitted items and issued our review letter concerning the final plan submission. The applicant appeared before the P/A on 12/12/13 at which time the final plan submission was reviewed and discussed. The P/A recommended final plan approval for Phase 1 only with numerous conditions that will be outlined by Mr. Garner in a letter to the Township. The P/A also recommended granting a waiver of SALDO Section 406.3.C to permit the construction of the Fox Hollow Drive cul-de-sac to exceed the maximum allowable length of 500 feet under Phase 1 of the project in the event that Phases 2 & 3 are never constructed. The applicant has proposed the installation of a stabilized emergency access way that will be installed connecting the end of the Fox Hollow Drive cul-de-sac bulb with the Detar Road cul-de-sac bulb in the event that Phases 2 & 3 are never constructed. The P/A was satisfied with this proposal as a condition of recommending that the waiver be granted. Mike Sodl requested the final plan approval for Phase I only and the waiver request on the length of the cul-de-sac. Mr. Bauer stated that normally he would get a letter of recommendation from the P/A Solicitor, Mr. Bauer stated that he could have the Plan Resolution ready for the Board by a January meeting if they so choose.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik for Final Plan approval of the Phase I portion of the Berwind II (Douglass Estates) Subdivision and to grant a waiver of Section 406.3.C of the SALDO to exceed the maximum allowable length of 550 feet under Phase I of the project in the event that Phases 2 & 3 are never constructed based on the recommendations of the P/A and Mr. Sartor, the applicant proposes the installation of a stabilized emergency access way that will be installed connecting the end of Fox Hollow Drive cul-de-sac with the Detar Road cul-de-sac bulb in the event that Phases 2 & 3 are never constructed. Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Gibson also wanted to go over the Act 209 fees, Impact fees, and the cost 15 trees that were removed, and the Flood Study. Mr. Kuklinski replied that a meeting would be scheduled to discuss these issues and figure out the fees.

Hallowell Subdivision (Cluster Development) – Continuing the review.

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

Treasurer's Report – Cynthia O'Donnell

The Treasurer stated that the unpaid bills amounted to \$249,416.57, the unusual bills were; Bechtelsville Asphalt & Reid Paving (paving County Line Road), Dennis O'Connell (zoning hearing solicitor fees), North Coventry Township (COG), PA UC Fund (Solvency Fee), PMRS (MMO payments). Independence Blue Cross invoice for January is not available at this time. When the invoice is received, I will need to issue a check outside the normal meeting dates of approximately \$33,581.00.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize payment of the bills including payment to Independence Blue Cross at approximately \$33,581.00. Kuklinski-Aye, Stasik-Aye. Motion passed.

The workers compensation audit for the period 6/2012 to 6/2013 resulted in an additional premium due of \$3,953.00 which has been paid. I corresponded with EMC Insurance Co, the invoice was determined to be valid, but the initial policy was misquoted by EMC, they will be working with us at the renewal to adjust for the additional payment. Mountain Mulch has been issued three separate invoices for engineering, legal fees, and blacktop and road crew time. The three invoices total \$15,369.22. I have applied their payment of \$500 against these invoices. Year to date income for the General Fund is \$277,478.49 or 9.1% ahead of the 2012 year to date income. The biggest increase is with Earned Income Tax and Occupational Privilege Tax. Transfer Tax, Fines, and Protective Inspection Fees are lagging 2012 income levels. Year to date income for the Recycling fund is even with 2012.

Recommended Year End Transfers: Current Surplus \$358,449.55 less additional payroll of \$65,000.00 and Health Insurance of \$33,581.00 leaves a surplus of \$259,898.55. The Treasurer recommends \$39,500 to Capital Reserve for new computers and generator for whole building, budgeted in 2013, but not procured. \$10,000 to Capital Reserve for future police car replacement, \$500 pay to Gilbertsville Fire & Rescue for unused Fire Police expense budget, \$150,000 to Employee Benefit Reserve (Post Employment Benefits), \$10,000 to Non-uniform Reserve for a surplus balance of \$59,868.55.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve the Treasurers recommendations for year end transfers. Kuklinski-Aye, Stasik-Aye. Motion passed.

The Treasurer asked for the approval of the 2014 Tax Resolution #121613-01. The Township property tax rate of 1.7 mil will remain at the same rate for 2014.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to approve the 2014 Tax Resolution #121613-01. Kuklinski-Aye, Stasik-Aye. Motion passed.

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

Police Department Report – Chief Templin

Statistics for November 2013 – 394 incidents reported, 7 reportable accidents, 6 non-reportable, 24 criminal investigations, 9 criminal arrests, 115 traffic citations, 13 non-traffic citations, 6 parking tickets, 8,557 miles traveled, money received by the Township \$4,837.62. Chief Templin asked the Board for authorization to proceed with obtaining the services of Jon Daywalt as Douglass Township's Animal Control Officer. This would take effect January 2, 2014 if the Board is in agreement. I believe our Solicitor has prepared a resolution to this effect and I do have a contract for the Board to sign in which our Solicitor has also reviewed and is in agreement.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to approve the services of Jon Daywalt as Douglass Township's Animal Control Officer effective January 1, 2014. Kuklinski-Aye, Stasik-Aye. Motion passed.

Chief Templin asked the Board for authorization to proceed with the hiring process of a new police officer. This is quite a lengthy process which will take us well into the New Year.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik for Chief Templin to proceed with the hiring process of a new police officer; the next on the list would be Gregory Sedgewick. Kuklinski-Aye, Stasik-Aye. Motion passed.

Chief Templin thanked Chief Smith and his crew for helping out with Operation Nine Reindeer back on November 29, 2013 and wished everyone a happy and safe holiday.

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

Solicitor's Report – Paul Bauer

Mountain Mulch – I attended an Agricultural Land Preservation Board hearing on Thursday, December 12, 2013 wherein a brief discussion took place regarding the operations of Mountain Mulch. No substantive discussions took place that day, rather an in depth discussion concerning the procedural handling of the complaint. The Agricultural Board will appoint a hearing officer who will conduct a hearing into the allegations. It was suggested that the time frame for such a hearing will be approximately in February of 2014. In addition, a preliminary injunction conference has been scheduled on January 14, 2014 at 9:30 am in response to the complaint previously filed with the Montgomery Court of Common Pleas by the Township. He received a letter from Chris Mullaney's office in reference to a settlement hearing with Mountain Mulch; Mr. Bauer stated that there is no scheduled settlement meeting with Mountain Mulch. No questions were asked.

Gilbertsville Fire & Rescue Company and Gilbertsville Fire Company No.1 – Charles Haddad, the Trustee assigned to the Trust established by Stipulation in the captioned matter has requested to be relieved of his duties as Trustee. In an effort to avoid litigation, I attempted to resolve the matter through a joint stipulation of the parties. I was informed by Charles Markofski, the attorney for Gilbertsville Fire and Rescue Co. No. 1, that his client will not agree to the stipulation and would rather have the property, returned to them or in the alternative they requested a hearing to be held in County Court. As a result today, December 16, 2013, I have filed a Petition for Transfer of Trusteeship with the Prothonotary.

A representative of Mr. Mullaney's office thanked Mr. Bauer and the Township their efforts with this matter and informed them that last week Mountain Mulch operated outside of their designated work area and outside their time restraint; however Mountain Mulch claimed that a truck was stuck in mud when in fact residents observed a truck was being loaded at that time. No other comments were given.

Applications which are pending but inactive:

Danny Jake – Hallowell	inactive 2 years
Cobblestone Commons	inactive 1 year

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

Pete Hirvak presented the Manager's Report.

1. The Manager reviewed the upcoming meetings as follows: BOS Reorganization meeting Monday, January 6th @ 7:30pm, Supervisors Agenda Session 7pm, P/A Workshop Thursday, January 9th @ 6pm (Riparian Corridor/Signage), P/A Meeting @ 7pm. The manager announced if anyone is interested in serving on any committees please send resumes to his attention and he will forward to the BOS for their consideration.

2. 2014 Meeting Schedule – Approval and Authorization to Advertise.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to approve the 2014 Meeting Schedule and authorize the manager to advertise dates. Kuklinski-Aye, Stasik-Aye. Motion passed.

3. 2014 Non-Uniform Holiday Schedule – The manager asked for the approval of the non-uniform Holiday schedule.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski for approval of the Non-Uniform Holiday Schedule. Kuklinski-Aye, Stasik-Aye. Motion passed.

4. Pineville Properties/Wawa – Plan review extension request – The manager stated Pineville Properties/Wawa has requested a 60 day plan review extension to continue their work on the Grosser Road drainage improvement plan.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve the 60 day plan review extension request by Pineville Properties/Wawa. Kuklinski-Aye, Stasik-Aye. Motion passed.

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

Old Business/New Business

Open Space Report – Co-Chairman Josh Stouch stated the 2014 Trout Rodeo is scheduled for Saturday, May 3rd at Tony Mashintonio's pond on Linsenbeidler Road. Work is being done on a map & photos of open space properties within Douglass Township for the website. The committee voted to recommend to the Board of Supervisors that a \$500 donation be given to New Hanover to help defer the Hickory Park Pool advertising costs because of the membership discounts offered to Douglass Township residents.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve, based on the Open Space Committees recommendation, a \$500 contribution to New Hanover Township to help defer the Hickory Park Pool advertising costs because of the membership discounts offered to Douglass Township residents. Kuklinski-Aye, Stasik-Aye. Motion passed.

Public Comment

Ms. Orner stated that the road crew did an excellent job snowplowing, the roads were very good compared to other Townships. No other comments were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to adjourn the meeting at 8:37pm. Kuklinski-Aye, Stasik-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, January 6th, 2014 @ 7:30 pm.

Respectfully submitted by,
Marcy Meitzler