

The meeting of the Douglass Township Board of Supervisors was called to order at 7:35 P.M. Attending were Chairman John Stasik, Vice Chairman Anthony Kuklinski, Supervisor Ziegler, Solicitor Paul Bauer, Engineer John Sartor, Cynthia O'Donnell, Chief Templin, Mike Heydt, Pete Hiryak and approximately 26 residents.

Mr. Stasik led us in the pledge of allegiance and reminded the public where the emergency exits were and to turn off any cell phones. Mr. Jeff Haring announced that he would be recording tonight's meeting.

Mr. Stasik asked if there were any changes, corrections, or comments on the minutes of April 7<sup>th</sup>, 2014 Board of Supervisors Meeting, no changes or comments were given.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the minutes of the April 7<sup>th</sup>, 2014 Board of Supervisors Meeting. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

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

***Berwind II Subdivision*** – Recall that on 4/2/14, we received a revised grading and drainage plan from Wilkinson & Associates showing side-loaded homes. On 4/9/14 we provided review comments to Wilkinson but have not received a response or revised plans to date.

***Provo Pinegood Grosser Road, LP/Wawa Land Development*** – Recall that on 3/26/14, we received the final plan submission. The applicant attended the 4/10/14 P/A meeting. On 4/11/14, we issued our draft review letter to the applicant's engineer and have had follow-up e-mail communications since that date. We anticipate receiving a revised final plan submission within the next week. In addition, on 4/18/14, we issued our most recent review memorandum concerning the traffic impact study for the proposed project. PennDot requested that the Township reconsider to have a pedestrian crosswalk installed at Grosser Road and Rt100, the P/A at their April 10<sup>th</sup> meeting made a recommendation to the Board of Supervisors not to install a pedestrian crosswalk but rather install two updated "no crossing" signs. Mr. Sartor stated that if an ADA approved crosswalk would be installed a substantial effort must be made in order for a wheelchair to cross Route 100, the approach grades would have to be redone and it would take major reconstruction. The Board was in agreement with the Planning Agency's recommendation of no pedestrian crosswalk on Route 100. Mr. Bauer requested that the manager send a letter to PennDot regarding this decision.

***Township Park and Open Space Surveys*** - Mr. Sartor said that we are completing the field surveying work for the three properties (Douglass Park, Smith road Park, and Libor Tract) and will be preparing the existing features base plans within the next month. No questions were asked.

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.

**Gilbertsville Ambulance Report – Matt Swanson**

Mr. Swanson stated that there were a total of 107 calls for service in March 2014. All trucks are in service. No questions were asked.

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

**Gilbertsville Fire & Rescue – Rick Smith**

Fire report for March 2014 – 2 fires, 4 fire alarms/CO2 alarms, 1 hazardous material, 1 medivac landing, 1 EMS assist, 1 fire police, 3 Assist to other depts., and 2 investigation, for a total of 15 calls. The Fire Company was in service for 8 hours and 45 minutes. Chief Smith stated that the fire company participated in fire police basic training and solar panel awareness training. Solar panels are always energized and the fire company learned how to safely de-energize the solar panels. 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, Ziegler-Aye. Motion passed.

**Police Department Report – Chief Templin**

Statistics for March 2014 – 372 incidents reported, 11 reportable accidents, 24 non-reportable, 19 criminal investigations, 5 criminal arrests, 84 traffic citations, 9 non-traffic citations, 3 parking tickets, 6,978 miles traveled, money received by the Township \$6,888.49. I have filed for the Bullet Proof Vest Partnership Grant on April 14, 2014 for the purchase of two new bullet proof vests. Should we receive the grant we would be eligible for half of the cost of each new bullet proof vest. This grant is sponsored through the U S Department of Justice. We have narrowed our search for a full-time police officer. I would like the Board's approval to offer a Conditional Offer of Employment to Daniel Anthony Castellucci. This Conditional Offer of Employment is contingent on passing his drug screen, medical exam, physiological exam and any other background investigation that needs to be completed. The Board asked when he expected to start the officer; Chief Templin replied that he hopes to start the new officer in May 2014.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to approve a Conditional Offer of Employment to Daniel Anthony Castellucci for the full-time officer position contingent on passing his drug screen, medical exam, physiological exam, and any other background investigation that needs to be completed. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

National Drug Take Back Initiative will be on Saturday, April 26<sup>th</sup>, 2014 from 10am – 2pm inside the Giant Food Store located at 173 Holly Road in Gilbertsville. The Douglass Township Police Department also has its own drop-off site located inside the Douglass Township Administration Building. This location is open Monday through Friday 8am – 4:30pm except for Holidays. Please no syringes or inhalers. New Hanover Township is holding its Run 4 Fun 5K & 1 Mile Walk. The starting line will be at the New Hanover Township Community Park, 2766 Gail Drive in Gilbertsville. The course will traverse New Hanover and Douglass Townships. Ms. Orner asked what the cost for a bullet proof vest is; Chief Templin replied that a vest costs about \$980.00 however with the grant it will only cost half that amount. No other questions were asked.

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

**Solicitor's Report – Paul Bauer**

***Litigation Updates - Tarmin vs. Douglass Township*** – Litigation involving a fall in fire company parking lot. Mr. Bauer stated that he was successful in having Douglass Township dismissed from lawsuit as we do not own property.

***Police Retirees vs. Douglass Township*** – Mr. Bauer stated that he would like to meet with the Manager to receive information on this issue.

***Rt.100 Corridor – Master Plan Agreement/Maintenance Agreement*** - A draft is being circulated amongst the Township staff for review.

Applications which are pending but inactive:

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

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

**Highway Department Report – Mike Heydt**

Mr. Heydt said that the last two weeks the road crew has repaired potholes with cold patch, cleaned the intersections, and repaired Buchert Road. The Blacktop plant just opened this week so more road repairs will be

done using the hot material. Mr. Brumwell asked Mr. Heydt if he looked at the retention pond in Middle Creek Estates, Mr. Heydt replied that he observed that the upper pond is holding water at Pinehurst Way and he will be revisiting the retention basins to make sure everything is working properly. No other questions were asked.

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

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

The Treasurer stated that the unpaid bills amounted to \$309,945.77, the unusual bills were; Berky's Transfer & Site Container Service for house demolition debris, Chemung Supply, Eagle Power & Equipment for new wheel loader and bucket, Erb & Henry for repairs to Kubota, Fred Bean's Collision repairs to police vehicle, Kriebel Security, Montgomery County Treasurer for Planning Assistance Contract, Omega Systems for two computers for police dept, Pine Springs Trout Hatchery to purchase fish for trout rodeo. The Section 902 Municipal Recycling Grant was in the Comptroller's office for processing as of March 13, 2014, the Township should receive \$24,672 within four to six weeks. The roads budget will be reviewed with Mike Heydt and Pete Hiryak to determine the adjustments necessary to meet anticipated costs for the remainder of the year; the harsh winter has caused many line items to be over budget already. General Fund Income continues to exceed previous year to date income. As of today, the General Fund income is \$221,812 (28.6%) ahead of 2013 year to date income. The largest increase continues to be with Local Enabling Taxes, which are \$164,906 ahead of 2013 year to date income. Current year real estate taxes are ahead of 2013 year to date by \$26,648. The 2014 income includes the Comcast grant of \$25,000, which was -0- in 2013. Recycling Fund income is 5.9% or \$7,957 behind 2013 year to date income. Trash bag sales, recyclable sales, and mulch sales are all behind 2013 year to date amounts. No questions were asked.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik for authorization to pay the April 2014 bills. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

A motion was made by Mr. Kuklinski, 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: PHWF, Wednesday April 23<sup>rd</sup> @ 5:30pm. PMRPC, Wednesday April 23<sup>rd</sup> @ 7:30pm, Pottstown Borough Hall. BOS Meeting Monday, May 5<sup>th</sup> @ 7:30pm, Agenda Meeting @ 7pm. P/A Meeting Thursday, May 8<sup>th</sup> @ 7pm, Workshop @ 6pm (Signage). COG, Wednesday May 14<sup>th</sup> @ 7pm, Upper Pottsgrove.
2. Louise Knight from Superior Water Company will provide their yearly update to the BOS on May 5<sup>th</sup>.
3. Review Extension Requests:

Pinegood Properties/Wawa has requested a 60 day plan review extension.

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

Danny Jake/Hallowell Cluster has requested a 60 day plan review extension.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski to approve a 60 day plan review extension request by Danny Jake/Hallowell Cluster. Kuklinski-Aye, Stasik-Aye, Ziegler-Abstain. Motion passed.

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

**Public Comment**

No public comment was given.

**Old Business/New Business**

***Open Space Report*** – Co-Chairman Josh Stouch thanked Deb Nester for donating ten \$10 gift cards to be used as door prizes at the fish rodeo and P/A Solicitor Chuck Garner gave a donation of \$150 towards the rodeo. The rodeo will be on Saturday, May 3<sup>rd</sup> at 8am, if anyone is interested we could use some volunteers to help the kids fish and help remove fish from the hooks.

Mr. Ziegler asked Solicitor Bauer if he is still going to try to recoup the costs incurred to the Township by Mountain Mulch, Mr. Bauer replied that we cannot recoup the costs from Mountain Mulch as part of the settlement agreement between Mountain Mulch and Douglass Township however he will be drafting a civil complaint against the person involved in overstepping his authority by allowing Mountain Mulch to get as big as they did which will include all costs incurred by the Township.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to adjourn the meeting at 8:15pm. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, May 5<sup>th</sup>, 2014 @ 7:30 pm.

Respectfully submitted by,  
Marcy Meitzler