

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 Anthony Kuklinski, Supervisor Ziegler, Solicitor Paul Bauer, Engineer John Sartor, Cynthia O'Donnell, Chief Templin, Andy Duncan, Mike Heydt, Pete Hiryak and approximately 31 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. Stasik asked if there were any changes, corrections, or comments on the minutes of May 5th, 2014 Board of Supervisors Meeting, no changes or comments were given. Mr. Stasik asked for a motion to approve the minutes of May 5th, 2014 and Agenda of May 19th, 2014 as presented.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the minutes of the May 5th, 2014 Board of Supervisors Meeting and the May 19th, 2014 Board of Supervisors Agenda as presented. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Gilbertsville Ambulance Report – Gary Schmoltze

Mr. Schmoltze stated that there were a total of 99 calls for service in April 2014; Douglass Township 38, New Hanover Twp 30, Borough of Boyertown 15, Pottstown Borough 4, Washington Twp 3, Pennsburg, Colebrookdale 2 each, 1 each (Bally, Bechtelsville, Earl, Lower Pottsgrove, and Upper Frederick), calls to date 409. Chief Schmoltze announced that GACAS is adding a 2009 Chevy Diesel truck and a rehab truck to the fleet for backups. No questions were asked.

Gilbertsville Fire & Rescue – Rick Smith

Fire report for April 2014 – 1 fire, 1 fire alarm/CO2 alarm, 1 hazardous material, 4 fire police, 7 Assist to other depts., 1 special service, and 1 investigation for a total of 16 calls. The Fire Company was in service for 15 hours and 30 minutes. Chief Smith stated that the fire company completed a Haz-Mat refresher and attended an Active Shooter for First Responders for EMS & Fire personnel. The barn fire on Swamp Creek Road was a total loss and it does not appear suspicious in nature. The EMS worked hand in hand with the Fire Company. Chief Smith thanked Chief Schmoltze for all their help. 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.

Gilbertsville Fire Company No.1 – Phyllis Kerr

Ms. Kerr announced that the social hall is booked; we have 2 weddings next month. We have a community day event and bike night also planned in the coming months. Ms. Kerr stated that she has been the manager at #1 for three years and feels they have made long strides in pulling everyone back together and working well with the Township. They have been complimented on the food by people visiting from different states. Gilbertsville #1 donates to animal rescues, multi-service, and has basket bingo fundraisers for medical or special functions as well as Thursday night bingo. The rent received monthly from Fire & Rescue and the Salvation Army gets donated back to F&R and Salvation Army. Ms. Kerr wanted everyone to know that positive strides have been made; the bills are paid and the deposits have increased between years 2010 – 2013. No. 1 would appreciate some positive feedback instead of the constant negativity. Mr. Kuklinski added that the Township acting as the Trustee is a positive thing. Mr. Ziegler complimented Ms. Kerr and Gilbertsville No. 1 for a job well done. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the Gilbertsville Fire Co. #1 report. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

Engineer's Report – John Sartor, Gilmore & Associates

Provo Pinegood Grosser Road, LP /Wawa Land Development – On May 5, 2014 we issued our first review letter regarding the final subdivision and land development plan submission. On May 8, 2014 we attended the P/A meeting at which time the applicant also attended and requested a recommendation for final plan approval. At their May 8th meeting the P/A recommended conditional final plan approval contingent on the applicant complying with the conditions outlined in Mr. Garner's letter dated May 12th, 2014. Mr. Sartor stated that the outstanding issues are that a review is needed of the notes on the plans concerning blanket easements and walking trails, and approvals from NPDES and the Soil Conservation District, also two "No Pedestrian Crossing" signs are to be installed by the applicant one facing the West of Rt.100, the other facing East of Rt. 100. Mr. Bauer stated that with the Board's authorization he will prepare the draft Final Plan Resolution for the Wawa Land Development. Mr. Stasik commented that all current fees must be paid to date prior to approval at next meeting.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to authorization Mr. Bauer to draft a Final Plan Resolution for the Wawa Land Development Plan to be available at the June 2nd Board of Supervisors meeting. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

MS4 Stormwater Management Ordinance – We received a CD from the Montgomery County Planning Commission which contains the Township's GIS information, which is required to complete the Township's Notice of Intent (NOI) for their MS4 NPDES Permit. We have created a GIS-based Township M Outfall Map from this information and the Township's hand marked outfall map.

Township Park and Open Space Surveys – We have completed the field surveying and existing features base plans for the three properties (Douglass Park, Smith Road Park, and Libor Tract). We will be scheduling a meeting with the Township within the next few weeks to begin the planning work. The Open Space Co-Chairmen were asked to be present at the work session.

Zern Tract (101 Jackson Road) – We issued our first review letter on April 4, 2014 regarding the preliminary plan submission. On May 8, 2014, we attended a staff meeting with representatives of the Township and the applicant to discuss the issues raised in our first review letter. We expect a revised plan next month. No questions were asked.

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

Police Department Report – Chief Templin

Statistics for April 2014 – 385 incidents reported, 2 reportable accidents, 14 non-reportable, 21 criminal investigations, 8 criminal arrests, 131 traffic citations, 23 non-traffic citations, 3 parking tickets, 7,701 miles traveled, money received by the Township \$4,890.87. We collected 57lbs. of unwanted, unused or expired medications for proper disposal on April 26, 2014 at the National Take Back Program along with 59lbs. at our drop off site here at the Township building for a total of 116 lbs, we cannot accept needles and inhalers they can be taken to the Gilbertsville Ambulance building for disposal. I want to thank Giant Food Stores for hosting us again and I want to thank everyone who participated in the program making it a huge success. On May 9, 2014 we swore in our newest police officer, Daniel Castellucci in front of D.J. Saylor and his family members. Daniel is originally from Philadelphia, Pennsylvania soon to become a New Hanover Township resident. Daniel graduated from West Chester University with a Bachelors of Science in Criminal Justice in 2010 and completed an internship with Norristown Borough Police Department in 2010. Daniel graduated from the Montgomery County Municipal Police Academy in 2011 then became a police officer for the city of Reading in 2011 receiving four commendations before joining our police department in May 2014. Chief Templin introduced Officer Castellucci. June 8th – June 13th I will be joining 65 other Chiefs of Police from New Jersey, New York, and Pennsylvania that were selected to attend the Mid-Atlantic Law Enforcement Executive Development Seminar (LEEDS) in Princeton, New Jersey. There we will be receiving a week-long of executive level training and networking activities put on by the Federal Bureau of Investigation. In my absence Sgt. Swavely will be running the day to day operations of the police department. Mr. Kuklinski stated that he feels that the police department is

headed in the right direction and would like Chief Templin to go to the National Academy in Virginia with the Boards approval to further his education. No questions were asked.

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.

Solicitor's Report – Paul Bauer

Litigation Updates - Tarmin vs. Douglass Township – a Stipulation to remove Douglass Township was executed by all parties and recently filed with the Montgomery County Prothonotary's office.

Police Retirees vs. Douglass Township – I have spoken with Mr. Blake Dunbar, attorney for the Police Retirees, and he has informed me that he plans on completing Douglass Township's Discovery Requests before requiring Douglass Township to produce its own Discovery documents. He also stated that he is going to speak with his clients and find out an actual dollar amount of the damages that have been suffered by the Retirees I will be able to advise the Board of Supervisors more fully on how to proceed in this matter. The manager will make the Township's insurance broker available to Mr. Bauer to provide health care explanations. Mr. Brumwell asked why the insurance company changed the plan, police officers cost a substantial amount why did this take so long before this came about, Mr. Bauer replied that the previous plan is not available to the Township anymore and also the health care laws have changed.

Provco-Wawa Rt.100 Corridor – Master Plan Agreement/Maintenance Agreement - A Master Plan Agreement has been circulated for review and comment. No questions were asked.

Applications which are pending but inactive:

Danny Jake – Hallowell 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 and cleaned up debris from the rain storm. Mr. Heydt stated that they get 5 tons of blacktop at a time and we are renting a ½ ton roller to try and fix all the damaged roads due to the harsh winter. The road crew also patched the numerous potholes in Township parking lot. 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.

Recycling Report – Andy Duncan

April 2014 – Roadside trash cleanup was performed by the Montgomery County Correctional Facility. 164 bags of trash were collected on most of the main roads in Douglass Township. This included all sections of Route 100 that run through our municipality. I am working on setting up a local adopt a highway program for Douglass Township. I will be visiting 15 businesses to verbally make them aware that they are not in compliance with our Recycling ordinance sine they have not responded to two letters of violation. These violations are for not reporting their recycling activities for calendar year 2013 which the tonnages are used for recycling performance grants. Mulch is available at the Recycling Center. The cost is \$10 per scoop and half off with your trash bag coupon. Tub grinding has been completed. The chipper was out to 9 residences this month, all 9 residents were exempt. Received a check for our 2012 902 recycling grant in the amount of \$24,672.00 for reimbursement for the purchase of recycling bins. I have started a Recycling Department facebook page to add an additional tool to

residents to get information to them faster and easier, so please take a look. We will be applying for a new Skidsteer to replace our 1996 Case Skidsteer. The application is due in August.

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

Treasurer's Report – Cynthia O'Donnell

The Treasurer stated that the unpaid bills amounted to \$193,382.37, the unusual bills were; Andre Farms (food for trout rodeo), Boyertown YMCA (Summer Rec Program), City of Reading (bullet proof vest for Castellucci), Dr. John P. Fraunces, Herbein & Company, Hope Trucking & Excavation, Signal Service, The Mercury (police officer advertisement), Verizon (new phone company), Waste Zero (trash bags). Mr. Ziegler requested copies of Treasurer O'Donnell's bills submitted to the Township from January 2014 to date. Ms. O'Donnell stated that she would make copies of her bills.

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

The Township received notice of additional funding from PennDot for the severe weather adjustment. Douglass Township will be receiving \$971.97 shortly for the maintenance of state roads in the Township. Douglass Township is responsible for Gilbertsville Road. The Township received notice it will be receiving \$3,488.29 in State Police Fines and Penalties in June. The Township received \$24,672 for the 2013 Section 902 Municipal Recycling Grant which was used to purchase containers to store recyclables at the Center, and new bins for residents. Year to date General Fund Income is comparable to previous year to date income. There is a slight increase because the 2014 income includes the Comcast grant of \$25,000, which was -0- in 2013. Also there is a timing difference in the receipt of the 2nd quarter cable television franchise fees. Recycling Fund income is 4% or \$7,563 behind 2013 year to date income. Trash bag sales, recyclable sales, and mulch sales are all behind 2013 year to date amounts. The Budget Amendment for additional money needed for Road line items has been prepared. Additional funds of \$25,232 are requested from the General Fund, and additional funds of \$9,564 are requested from the State Liquid Fuels Fund.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve the budget amendment by adding additional funds to the Roads line item of \$25,232 from the General Fund and adding \$9,564 from the State Liquid Fuels Fund. Kuklinski-Aye, Stasik-Aye, Ziegler – Abstain. Motion passed.

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

Pete Hiryak presented the Manager's Report.

1. The Manager reviewed the upcoming meetings as follows: BMMA meeting Tuesday, May 27th @ 7pm, Wednesday, May 28th Pottstown Area Health & Wellness Foundation @ 5pm – the manager will attend, Monday, June 2nd BOS Agenda Mtg & 7pm, Public Meeting 7:30pm, Monday, June 2nd @ 7:30pm Zoning Map Hearing (BMMA & Douglass Township properties from R-2 Residential to IN Institutional).
2. Fire Police Assistance Request – Memorial Day Parade in Boyertown, authorization is needed from the BOS for fire police assistance at the Memorial Day Parade in Boyertown.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to give authorization for the Gilbertsville Fire Police to assist Boyertown at the Memorial Day Parade in Boyertown. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

3. Zoning Hearing Board – Tuesday, June 10th @ 7:30pm– Reilley, King Drive, request for a dimensional variance for an inground pool in the R-2 Cluster Zoning District and Wawa Rt00/Grosser Rd in the M-1 Commercial Overlay District for a signage variance for relief of square footage, height and location requirements for the Wawa signage package.

A motion was made by Mr. Stasik, seconded by Mr. Kuklinski for recommendation of the Wawa Signage Package to the Zoning Hearing Board. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

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

Public Comment

Ms. Keyser announced that she received a list of preserved farms in Douglass Township from Elizabeth Emlen of the Montgomery County Preservation District and forwarded the list to the Township Manager. Mr. Brumwell asked who is paying the Treasurer's hire, Mrs. O'Donnell replied I am and it is included in the Treasurer's 2014 budget line item. Mr. Stasik commented that finances are key to a Township and now our finances are good and in order. Mr. Ziegler asked the Treasurer, who keeps track of your hours; Ms. O'Donnell replied that she keeps her own time just like the other Township Professionals like the Engineer, Solicitor, and the Building Inspector, the manager provides oversight on all bills and timecards. Mr. Brumwell stated that the conditions of the highway buildings are bad where the road crew eats and sometimes sleep because of snow storms; there is talk of new buildings on the property money spent on a CPA would be better spent on these buildings. Mr. Kuklinski stated that we are aware of the conditions but we must be careful what we do with that property, we are on a 3-5 year plan, Capital Funds can be used for these buildings we are doing the same with the police cars. We do not want to put a bandage on the problem we want to fix it properly. Mr. Ziegler stated that Homeland Security could have gotten us the Bermont Motors building but it fell on deaf ears and the deal fell through. Mr. Sell said that the manager previously stated that the Treasurer averages 15 hours per week but \$6000 doesn't match with 15 hours a week. Ms. O'Donnell stated that her fee this year is \$72 per hour; she has 30 years experience being a CPA and has just finished her MBA. Her wages were discussed at the public budget meetings last fall and also approved in the 2014 budget. Mr. Ziegler stated I think we need an accountant at 40 hours per week that answers to the manager; we do not need a CPA doing our finances. Ms. Orner stated that \$72 per hour is not a lot of money for a CPA. Mr. Stasik stated that two to three auditors tear this place apart in our annual audit checking our books and nothing was found, she also does the Fire Company books and grants. Ms. O'Donnell added that up to approximately the last two years she has covered her cost to the Township through investments and she has been here 10 years. Mr. Stasik asked what other Townships are you working for, Ms. O'Donnell replied New Hanover and Upper Frederick. Mr. Ziegler stated that he feels she is overstepping her bounds, he met with the U S District Attorney and the F.B.I. regarding Township investigations – Mr. Kuklinski interrupted stating that a complaint has been filed with the Montgomery County Detective's Bureau and the State Ethics Commission. I am not the Supervisor being investigated and no other Township employee is being investigated; Mr. Ziegler is the Supervisor being investigated. Mr. Sell asked why is he being investigated and why the public has not been informed of the status of the investigations. Mr. Bauer said that it was my advice to the BOS not to discuss it. Mr. Kuklinski stated that I will not comment any further on this matter. Mr. Link said that the average CPA can make \$95 - \$160/ per hr, you are paying her for handling every situation at any given time and you are paying for quality work. No other comments were given.

Old Business/New Business

Open Space Report – Chairman Randy Romig thanked the Township employees and open space members that attended the trout rodeo for volunteering. Not many fish were caught partly due to the rainstorm earlier in the week; however it was a big success. We are discussing the possibilities to have the rodeo one or two weeks later, stocking the pond earlier, and spending less money on purchasing fish. The event went flawlessly and Mr. Romig thanked the Mashintonio's for allowing us the use of their pond. There will be no open space meetings in June, July, or August. Meetings will start in September and notices will be sent out to the members.

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

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to adjourn the meeting at 9:03pm. Kuklinski-Aye, Stasik-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, June 2nd, 2014 @ 7:30 pm.

Respectfully submitted by,
Marcy Meitzler