

The meeting of the Douglass Township Board of Supervisors was called to order at 7:08 P.M.

Attending were Chairman Tony Kuklinski, Vice-Chairman Fred Ziegler, Supervisor Alan Keiser, Solicitor Paul Bauer, Josh Hagadorn from Gilmore & Associates, Maggie Dobbs from MCPC, Chief Templin, Bob Dries, Mike Heydt, Andy Duncan, Pete Hiryak, and approximately 18 residents.

Mr. Kuklinski led us in the pledge of allegiance. Mr. Kuklinski asked if there were any changes, corrections, or comments on the minutes of February 16th, 2016 Board of Supervisors Meeting, no comments, changes, or corrections were given.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to approve the minutes of February 16th, 2016 Board of Supervisors Meeting. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Mr. Kuklinski stated that he would like to move the Solicitor Report to #10 before Public Comment on the agenda for tonight, March 7th, 2016. Mr. Kuklinski asked if there were any other changes, corrections, or additions. No other comments were given.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to approve the agenda of March 7th, 2016 with the Solicitor Report being changed to #10 before Public Comment on the agenda. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Public Hearing

Mr. Bauer opened the public hearing for proposed Ordinance 2016-01 which repeals the Land Waste Management Ordinance of 2009 (Bio Solids Application). The proposed ordinance is repealing, in its entirety, Part 3 of Chapter 18, Douglass Township Land Waste Management Ordinance established by Ordinance 2009-02. The PA Attorney General's office recommended repeal of the Ordinance due to an ACRE appeal from the Hunsicker farm regarding Township inspections and oversights, State and County Agencies are already providing these services. Mr. Bauer asked if there were any questions, none were given. Mr. Bauer closed the public comment portion of the hearing and stated that the Board can call for a vote, at this time, if they choose to do so.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to adopt Ordinance 2016-01 repealing Part 3 of Chapter 18 of the Douglass Township Land Waste Management Ordinance 2009-02. Kuklinski-Aye, Keiser-Aye, Ziegler-Aye. Motion passed.

MCPC – Maggie Dobbs, Act 209 and Grant Opportunities Update

Current Work Items: Update to Act 209 Transportation Impact Fees, Land Use Assumptions Report draft was completed February 2016 – waiting for final approval. Roadway Sufficiency Analysis, Capital Improvements Plan – Grant funding is not available for this study, funds from collected impact fees may be used to compensate the engineering firm for updates to the study.

Potential Work Items: Montco 2040 Implementation Grant Program; new County grant program focusing on projects that achieve Comprehensive Plan Goals, Maximum grant amount is \$200,000; average grant amount is targeted to be closer to \$100,000, requires local match of 20% of total grant amount. Municipal Green Parking Lot – County's new guidebook: Sustainable Green Parking Lots, priority project in the 2016 funding cycle, Douglass Municipal parking lot re-design to include best practices for storm water management, rain gardens, landscaping, site design, planning, preliminary engineering work done in the last 3 years can count towards the local match (Douglass could be a benchmark for this project). Studies for TCDI Funding: Transportation and Community Development Initiative administered by DVRPC, up to \$100,000 for a single-municipal project; \$175,000 for multi-municipal projects, local match of 20% of total project costs, focused on planning projects that have a strong land use component. Douglass Studies: Route 73 Feasibility Study; identified in the 2012 Revitalization Plan, feasibility analysis for traffic flow improvements, streetscape improvements, access management (mailboxes, lighting, sidewalks, curb cuts, streetscape requirements). PMRPC – Wayfinding Design Study, create design plans for promoting access to the regional trail system and local/county open space

amenities; site location analysis. Traffic Impact Assessment: New Hanover Town Square. Pottstown Borough – TREC District Road Diet; bike/pedestrian access to recreation and tourist areas along High Street, future implementation strategies: Montco 2040 Implementation Grant Program (sidewalks, signage, native planting, landscaping, storm water). Handbook is available on-line. March 15th, 2016 is a mandatory meeting. Grant application process opens on March 16th, 2016 and closes on April 22nd, 2016. Ms. Dobbs can assist in writing the grants.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to authorize Manager Pete Hiryak to enroll Douglass Township into all these programs with the assistance of other staff members if needed. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to accept the MCPC Updates as given. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Engineer's Report – Josh Hagadorn, Gilmore & Associates

Clover Hill – Received revised plans and have provided final comments to the applicant to address the remaining unresolved items per the settlement agreement.

County Line Road Bridge Replacement – We are working with adjacent property owners on the access easements for the bridge construction and maintenance. We have submitted all permit applications and are awaiting approval from the PADEP and from PennDot.

Donnelly Tract – A meeting was held on-site with Township staff and the applicant's engineer on March 3, 2016 to review the Middle Creek Road frontage for vehicular and pedestrian traffic.

Specht Road Culvert Replacement – A site inspection was performed on February 25, 2016 of the existing culvert and roadway and it was determined that the culvert needed to be replaced to address the damage caused from the recent storm. An emergency permit application was submitted to PA DEP on February 26, 2016 and was followed up with a submission for a General Permit on February 29, 2016.

Douglass Township Highway Maintenance Building – We are assisting Township staff in preparing the bid specifications and have prepared site plans for the new maintenance building.

Act 209 Study Update- Mr. Hagadorn asked for the Board to consider releasing a portion of the Act 209 Funds in the amount of \$9,500 in order to do traffic counts while school is in session.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize the release of \$9,500 from the Act 209 Fund and approval to perform a traffic count while school is in session. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Mr. Hagadorn asked for advertisement and bid proposal approval for the County Line Road Bridge and site work prep authorization.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski for bid proposal and advertisement approval for the County Line Road Bridge Project and site work prep authorization. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed. Mr. Kuklinski asked what the down time would be to repair the bridge, Mr. Hagadorn replied it would be 2 months, we could specify 8 weeks in the bid.

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

Donnelly Tract - Mr. Gambone, Attorney Bartle, and Engineer Rolph Graf were present to discuss the revised waiver request letter dated February 11, 2016. Mr. Graf wanted to address the waiver request for Section 424.1.A, the requirement to provide sidewalk on both sides of proposed street, Mr. Graf stated that sidewalks are proposed along the outer loop of the internal roadway (Roads A and C) along one side of the street, as well as along the open space area located within Road B. There is currently no sidewalk along Middle Creek Road.

The Planning Agency recommended to have a site meeting regarding Middle Creek Road with Township staff and the engineer, at the site visit we found that the road is very narrow, trucks have difficulty passing each other. Mr. Graf stated that we are proposing to shift the center line and widen the street lanes and to additionally widen the shoulder 4' on the development side. The existing vegetation buffer would have to be removed to widen the area, street trees were preferred instead of buffering vegetation to satisfy the Zoning & SALDO requirements. Mr. Graf and the developer are looking for feedback from the Board of Supervisors. Mr. Hagadorn stated that it is a reasonable request and it is a great improvement. Mr. Graf stated that there would be two pedestrian accesses for the open space, one from the interior of the development and also an access from outside of the development from Middle Creek Road, they plan on clearing the site triangle 75 feet further to increase visibility from Middle Creek Road. Mr. Bartle asked if the Board would approve the waiver, Mr. Bauer stated that the Board will wait to vote on the waiver request when there is a plan submittal before the Board of Supervisors. The Supervisors were ok with the identified waiver request pending plan submittal reflects the planning agency's recommendations. Mr. Sell asked Mr. Graf if the land they are dedicating to the Township is in the wetlands, Mr. Graf replied that some of the land is in the floodplain but the remaining is nice land. A resident asked what kind of homes would be in this proposed development, Mr. Gambone replied, two-story single family homes. No other questions were asked.

ESB Report – Andrew Duncan

Mr. Duncan stated that he has updated the Emergency Plan for Douglass Township. Chief Smith reported That the new pickup truck is now in service and the rescue truck is currently getting the upgrades completed and will be in service soon. Chief Schmoltze reported that GACAS will be purchasing a used 2009 E350 ambulance and one of their members recently became a child seat safety inspector and is looking forward to joining Officer Mathias during public events helping families install child safety seats. Mr. Duncan thanked Ms. Dobbs for looking into solutions for the E. Philadelphia Avenue mailbox issue and the possibility of grants to improve the situation. Mr. Kuklinski asked if the GPS locators were installed on the hydrants, Chief Smith replied that it is done but they must wait for a technician from the County to install it on the computers. No other questions were given.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to accept the ESB Report as given. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Police Report – Chief Templin

Chief Templin asked the Board of Supervisors for approval of Policy 119.1 – Show-ups, Line-ups, Photo arrays.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to approve Policy 119.1- Show-ups, Line-ups, Photo arrays for the Police Department. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Thursday March 10th P/A "Green Building" (Parking Area) Workshop @ 6pm, P/A Meeting @ 7pm. Monday, March 21st Open Space @ 6pm, BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
2. 2016 Liquid Fuels Disbursement – Received notice that the 2016 Liquid Fuels Disbursement will be \$352,982.00 on March 1st, 2016, this is a 16% increase and can be used for road improvements/repairs, salt purchase etc.
3. FEMA Floodplain Ordinance-Adopted and sent to FEMA, there are minor adjustments needed and information will be forthcoming. No questions were given.

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

Solicitor's Report – Paul Bauer

Police Contract – The neutral arbitrator has been selected and the date for arbitration is tentatively set for May 9th, 2016. There is nothing further to report at this time. Mr. Bauer also announced that the Board held an Executive Session on personnel and current litigation issues, no votes or decisions were made.

Quigley Bus Service – After two separate votes of the Planning Agency followed up by a Board of Supervisors vote, the preliminary plan submission of Quigley Bus Service was denied, and the variance extension request was also denied. A formal letter of denial was sent to the applicant notifying him of same along with a separate letter that was sent to the applicant's attorney denying the request for an extension. Ms. Rodden was present and addressed the Board on behalf of her client Mr. Quigley. Ms. Rodden stated that there is a misunderstanding, upon reviewing the minutes it appears that Mr. Quigley has indeed made progress with his proposal, the Planning Agency recommended a 30 day plan review extension. We are requesting that the Board reconsider and approve an extension for a small amount of time avoiding possible litigation. Mr. Quigley's engineer Mr. Feola stated that we are making very good progress since I came on board, we are moving forward, and requested a staff meeting to resolve any remaining issues on the development plan. Mr. Kuklinski asked, so you are asking for a motion for a plan review extension, Ms. Rodden replied yes. Mr. Kuklinski asked for a motion to approve a plan review extension request for the Quigley Bus Service Plan, no motion was given, therefore the BOS decision denying the variance extension request of February 16, 2016 stands and the BOS decision denying the Land Development Plan of February 16, 2016 also stands. End of discussion.

Applications which are pending but inactive:

Danny Jake – Hallowell inactive 2 years

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

Public Comment

Mr. Sell stated that recently his uncle passed and that he needed to dispose of the liquid medicine that remained after hospice was not scheduled to return. Clarification is needed on disposal of certain medicines, Marcy helped me and contacted Chief Schmoltze and he picked up the medicine at the Township, but I didn't know what to do with them. Mr. Keiser stated that the Hospice Director /Nurse should be contacted, Hospice should take back any remaining medicine. No other public comment was given.

Old Business/New Business

Mr. Yarnall commented that years ago the Township cut back the bank on Middle Creek Road and put stone down to try to fix the flooding issue, now you are going to disturb everything again with the new development. Middle Creek Road always has a water problem, water is a problem you are never going to get rid of it and the Township will have to deal with it. The manager offered to meet with Mr. Yarnall, Mr. Heydt, and the Engineer to see what can be done now while the development is under construction. No other comments were given.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to adjourn the meeting at 8:28pm. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, March 21st, 2016 @ 7:00 pm.

Respectfully submitted by,
Marcy Meitzler