

The meeting of the Douglass Township Board of Supervisors was called to order at 7:05 P.M.

Attending were Chairman Tony Kuklinski, Vice-Chairman Fred Ziegler, Supervisor Alan Keiser, Solicitor Robert Brant, Josh Hagadorn from Gilmore & Associates, Bob Dries, Andy Duncan, Barry Templin, Pete Hiryak, Mike Heydt, Cynthia O'Donnell and approximately 20 residents/developers.

Mr. Kuklinski led us in the pledge of allegiance and announced that there was an Executive Session earlier this evening from 6:54-7:04pm involving personnel matters, no decisions were made. Mr. Kuklinski asked if there were any changes, corrections, or comments on the minutes of July 18th, 2016 Board of Supervisors Meeting, no comments, changes, or corrections were given.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the minutes of July 18th, 2016 Board of Supervisors Meeting. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Mr. Kuklinski asked if there were any changes, additions, or corrections to the August 15th, 2016 Agenda, no changes were given.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to approve the Agenda of August 15th, 2016 as presented. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Gilbertsville Ambulance Report – Garry Schmoltze

For the month of July 2016 GACAS handled 121 calls for service: 9 Boyertown, 3 Colebrookdale, 65 Douglass, 2 Earl, 24 New Hanover, 7 Pottstown, 10 Upper Pottsgrove, and 1 Lower Pottsgrove. Transports 78, 19 refusals, 9 no patient found, 13 cancellations, 1 no treatment required, and 4 expired on scene. 68 ALS calls dispatched, 53 BLS calls dispatched. Admission Summary Report: Lehigh 4, 4 Phoenixville, 44 Pottstown, 8 Reading Hospital, 2, and 3 St. Joseph's Reading. 1 Quakertown. 2016 calls to date: 860, Truck 332-2 has 9 responses with mileage of 11, Truck 332-4 has 107 responses with mileage of 2,290, 332-1 not in service. . Employee hours covered – 1,522. Cornerstone settlement (July 2016) - \$41,650.43. No questions were asked.

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

Fire & Rescue Report – Chief Ricky Smith

July 2016 calls for service (13): 1 fire alarms/CO2 alarms, 1 hazardous material, 2 vehicle accidents, 4 investigations, 5 fire police. In July 2016 we started our Tanker Water Supply Course. Also in July our 1997 Squad Pump Truck was replaced, and our new Rescue Truck is in service. No questions were given. Fire Marshal Report: Chief Smith reported that on July 7th he did the final fire inspection at the PLCB store in the Gilbertsville Shopping Center and also put the new keys in the Knox Box (1 hour), and on July 23rd he did a fire investigation of an unapproved burn of construction material and yard waste at 192 Greenhill Road (1 hour). No questions were given.

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

Gilbertsville No. 1 Report – Wannita Kollar

No report given.

Zoning Hearing Board – Application received from Gilbertsville Veterinary Hospital, 1538 E. Philadelphia Avenue, Village Commercial Zoning, Ken Picardi Esq., relief from parking and screening buffering requirements. (P/A recommended approval of variances with additional fence landscaping & land development sketch plan review before hearing). Mr. Picardi and Mr. Gross were present representing the Hanlons, owners of the Gilbertsville Veterinary Hospital. They went before the P/A and got a recommendation of their application for

zoning relief for the expansion of their veterinary hospital located along E. Philadelphia Avenue. Mr. Picardi stated that the Hanlons' purchased an adjoining property and removed the dilapidated mobile home that had been on that property and also provided pictures of the fence they constructed along the side and rear of the property that borders with their neighbors, David and Theresa Yerrington, as well as a letter from the Yerringtons offering their full support for the Hanlons and their pursuit of the requested zoning relief. The P/A recommended approval of the request for zoning relief conditioned on the Hanlons planting some landscape screening/buffering along their property line fence with the Yerringtons as well as combining the two parcels on one deed. The Township Engineer offered that the applicants may need additional relief from the setback requirements as their property is divided by the zoning boundary between the Village Center Commercial (VCC) District and the R-2 Residential Zoning district. Mr. Picardi stated that the owners will submit a sketch plan for the Engineer to review for any additional relief that may be required. Mr. Brant stated that it doesn't seem to be a drastic change, Mr. Hagadorn stated that it is not out of the ordinary however he would like a sketch plan to review. The applicants will waive any time constraints on the scheduling of the ZHB Appeal Hearing so the sketch plan can be reviewed. Mr. Kuklinski asked Mr. Hagadorn in his opinion, is it an adverse impact on Douglass Township, Mr. Hagadorn replied no he does not believe so. Mr. Brant stated that if anyone has concerns it can be heard at the Zoning Hearing. Mr. Keiser stated that he heard something about 2 deeded parcels, Mr. Picardi stated that the Ammon Ave property is on its own deed but we do not see an advantage of combining the properties, Mr. Brant thought it might be better to combine the properties as a unified business. Mr. Dries stated that this is a well thought out plan and has no issues with the application.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski that the Board of Supervisors of Douglass Township are in support of the Zoning Appeal Application of the Gilbertsville Veterinary Hospital. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye.

The Board tabled the Letter of Credit Reduction Request for Douglass Estates Phase I and a separate reduction request for Phase II & III until the outstanding invoices are paid and the roadways are improved to an acceptable safety standard.

Police Department Report – Chief Barry Templin

Statistics for July 2016: 406 incidents reported, 8 reportable accidents, 15 non-reportable, 17 criminal investigations, 11 criminal arrests (41% clearance rate), 91 traffic citations, 7 non-traffic citations, 1 parking ticket. Monies received by the Township \$8,185. Chief Templin stated that on July 28th he and Andy Duncan disposed the Douglass Township Police Department records as well as the Township records in accordance with Resolution #071816-01 at Rapid Recycling in Oaks, PA. On August 2, 2016 I was informed the radios that we had ordered through the Montgomery County Radio Project are in. I filled out the paperwork assignment for each of the radios and sent the paperwork back in, we are still hoping to take delivery in late August. The Fire Company and GACAS radios are expected October/November. On August 3rd Chief McKeon and I gave a speech at the Berks/Montgomery Business Association. Our topic was opioid related overdoses and the current drug culture. On August 4th Colton Demberger, a student from Pitt-Johnstown University, completed his internship at our police department. Colton had to complete 120 hours. We wish Colton the very best in his future endeavors. On August 5th the police department conducted a Sobriety Check Point along the 1400 block of E. Philadelphia Avenue. Nineteen traffic citations were issued, one arrest warrant was affected, and there were no DUI's. I want to thank Gilbertsville F&R, the Boyertown Salvation Army and Conrad's Auto Body for their assistance. On August 6th the Douglass Township Police Department, F&R, and GACAS participated in Troop 291's 75th Anniversary Celebration at Shepherd of the Hills Church in Bechtelsville, PA. Congratulations go out to all the head scouting masters for instilling the fundamentals and values through scouting in these young men for seventy-five years. The Douglass Township Police Department, F&R, and GACAS were presented plaques in appreciation of our support. Cpl. Steffie recently applied for and will receive \$2,000.00 in reimbursable overtime monies to conduct a Child Passenger Safety Mobilization Program sponsored through Pennsylvania's Buckle Up Program which will take place from September 18th through September 30th. This program will focus on child safety seat violation detection, education, and enforcement. Funding for this program was limited to sixty police

departments throughout the Commonwealth. We are running a stationary program with the help of F&R, and GACAS on September 25th from 2-6pm at the stationhouse of Gilbertsville Fire & Rescue. Appointments are encouraged but not necessary by calling the Douglass Township Police Department at (610) 367-0466. No questions were given.

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

Engineer's Report – Josh Hagadorn, Gilmore & Associates

Cobblestone Crossing Phase III – This project is proceeding through construction. On August 11, 2016 we forwarded our letter of recommendation to the Township regarding Escrow Release #4. The value of the work performed to date is \$566,120.35. Adding Construction Contingency and Township Security and subtracting retainage as well as the amounts previously released results in the amount of \$28,355.25. We recommend release of this amount. Should the Board approve this reduction request, then the amount remaining in the escrow account would be \$214,514.42.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to approve, based on the Engineer's recommendation, Escrow Release #4 in the amount of \$28,355.25 for the Cobblestone Crossing Phase III Development pending that they are up to date with all payments. The remaining amount in the escrow account will be \$214,514.42. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

The Board tabled the Letter of Credit Reduction Requests for Douglass Estate Phase I and a separate reduction request for Phase II & Phase III until the outstanding invoices are paid and the roadways are improved to an acceptable safety standard.

1500 E. Philadelphia Avenue – We submitted our traffic review letter on July 18, 2016.

151 Holly Road Mixed Use Sketch Plan – We submitted our draft review letter on July 20, 2016.

No questions were asked.

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

Solicitor's Report – Robert Brant

Accessory Building Coverage in R-2 Proposed Zoning Amendment – Staff has suggested to have more building coverage on lots for homeowners in the R-2 Zoning District for balconies, unenclosed porches, decks, pools, sheds, entranceways and similar buildings. The Planning Agency recommended approval to the Board of Supervisors. Mr. Brant asked for authorization to advertise the ordinance for a public hearing.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to authorize Solicitor Brant to advertise the Ordinance for a public hearing. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Mr. Sell asked if the original building coverage wasn't designed for protection from water runoff, Mr. Hagadorn Stated that anything over 1000 square feet still has to show a storm water plan. Ms. Bauer said shouldn't the P/A and the Zoning Hearing Board build that into the development plans. Mr. Brant said there are problems within the ordinance that need definitions and also allows more coverage, this is where new big homes are built on smaller lots and they can't put patios or decks on them. Mr. Dries said we need specific definitions in the ordinance in order to be able to approve or deny applications. No other questions were given.

Applications which are pending but inactive:

Danny Jake – Hallowell inactive 2 years

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

Recycling Department Report – Andrew Duncan

Mr. Duncan stated that the tri-fold survey pamphlets were dropped at the post office today and should arrive to the residents by the end of the week. Tub grinding will occur by end of the week. We will be looking for a part time seasonal leaf collection employee. The season will be Monday October 17th through Friday December 2nd, 2016. The current trash contract expires September 30th, 2016. We have one additional year for a contract extension. I would recommend a motion to the Board to extend our current trash & recycling contract on a month to month basis through the end of 2016 with the help of Solicitor Brant. Mr. Brant stated that we have the right under our current contract to extend on a month to month basis and get results of survey and re bid services. Mr. Kuklinski asked why the surveys didn't go out in June when it was approved, this should have been done quicker because of the contract deadline, Mr. Duncan replied that printing took one month, address labels had to be put on every pamphlet, plus the post office procedures had to be followed. Mr. Kuklinski stated he was unhappy with how long this process was taking and his displeasure with Advanced Disposal's service to the residents.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to extend the current contract with ADS on a month to month basis in order to get the results back from the Survey before we make a decision to rebid or extend for final whole year extension of the current waste disposal contract. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

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

Highway Report – Mike Heydt

The Little Road blacktop resurfacing project has been completed. Trimming, milling, and blacktopping is finished on Grosser Road, the edges still have to be completed. Installed 3 inlets on Congo Road. Repaired ditch on Hoffman Road, trenches filled on Pinehurst Way.

Mr. Heydt asked for authorization to sell Truck 1, 2000 F550 with 84,000 miles with salt spreader and plow, it has already been replaced, and also asked for authorization to advertise old car #11 Chevy Impala on Municibid.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to authorize Mr. Heydt to advertise the sale of the 2000 F550 Truck #1 Highway Vehicle with 84,000 miles and includes salt spreader and plow, and the old Car #11 Chevy Impala on Municibid. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Mr. Stouch stated that he saw that Mr. Duncan and the road crew took care of weedwhacking on E. Philadelphia Avenue, it looks good. Mr. Sell stated that Red Hill has a sprayer on the truck and sprays the weeds, Mr. Heydt stated that you have to have a license (chemicals) in order to do that. New Hanover has a license to spray chemicals, I can look into asking New Hanover. Mr. Kuklinski stated to add it in his budget proposal. Mr. Stouch asked if it wouldn't be easier to spray hot tar, Mr. Heydt said that he can't do that on PennDot roads, the manager added that the weeds would come through the tar again next year, he complimented Mr. Duncan on a job quickly and safely completed.

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

Treasurer's Report – Cynthia O'Donnell

The total bills to be paid for August 2016 are \$167,306.96. The unusual bills were Bechtelsville Asphalt for Little Road, Brown & Brown for F&R Workers Comp, EMC Insurance, NVR for a tax refund, Patriot for police vehicle repairs, Reid Paving for paving Grosser Road, SMR for electronic recycling, Sanatoga Asphalt for paving material, and William G. Carpenter for a hydraulic hammer. For the year to date the General Fund and Recycling Fund have no problems. Our Bi-Annual distress determination score is a zero, the funded percentage is 95%. No question or comments were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize payment of the bills for August 2016. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

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

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Monday, September 19th, 2016 ESB @ 6pm, BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm. Thursday September 8th P/A Meeting @ 7pm, no workshop scheduled for the summer.
2. PennDot Winter Services Agreement – Gilbertsville Road, Board of Supervisors approval required.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve the PennDot Winter Services Agreement for Gilbertsville Road. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

The manager announced that PennDot was also previously interested in a Winter Maintenance Agreement for Swamp Pike the Board of Supervisors were receptive to the idea however New Hanover and Limerick Townships have declined to enter into the agreement for their portion of Swamp Pike. The matter has been tabled by the County.

3. Montgomery County Bridge Update (Henry Road & Paper Mill Road Bridge) – Paper Mill Road Bridge will need a total bridge replacement. The County will do the work, the bid award will be early 2017 and the start date is expected mid--2017. Work will take 6 to 8 months to complete then the County desires to turn the bridge over to Douglass Township for future maintenance. Henry Road Bridge – the structure support is sound, a total replacement of the decking will take place early 2017, the County also desires to turn over the maintenance of this bridge after completion. The legal paperwork supplied by the County was given to Mr. Brant for review, the Board of Supervisors were receptive to the idea of the turnback proposal.

Mr. Sell asked if we can put weight restrictions on the bridges, the manager stated that Paper Mill Road Bridge will not have a limit on it, Henry Road Bridge could possibly have weight limits more information will be forthcoming on possible weight limits when the design and engineering are completed. Mr. Sell also stated that a Whitetail Disposal Service truck flies past his house.

4. Pottstown Regional Recreational Coordinator Resignation – Justin Keller has accepted the Pottstown Borough Assistant Manager position, he was instrumental on grant money received in our Township. The Township wishes him well in his new position, the PRRC Coordinator position will be advertised and the manager will be involved in the hiring/interview process to replace Mr. Keller.

The manager stated the Zoning Department has asked for a change to the Property Maintenance Ordinance in the Violation & Penalty section and authorization was given to Mr. Brant's office to review and revise to make the ordinance compliant. The manager stated that Bike Night is this weekend, the Emergency Plan has been completed by Andrew Duncan, and sent to PennDot as part of the road closure application. No questions were give on the manager's report.

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.

Public Comment

Mr. Stouch thanked the Board of Supervisors, Mr. Brant, Mr. Heydt, and Manager Hiryak for a good job in turning this Township around. No other comments were given.

Old Business/New Business

No business was given.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to adjourn the meeting at 8:10pm. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, September 19th, 2016 @ 7:00 pm.

Respectfully submitted by,
Marcy Meitzler