

The meeting of the Douglass Township Board of Supervisors was called to order at 7:03 P.M. Attending were Chairman Joshua Stouch, Vice Chairman Tom Wynne, Supervisor Alan Keiser, Solicitor Robert Brant, Pete Hiryak, Andrew Duncan, Mike Heydt, Cynthia O'Donnell, Chief Templin, and approximately 29 residents.

Mr. Stouch led in the Pledge of Allegiance. A reporter was present at this evenings meeting. Mr. Stouch asked for a Moment of Silence township resident Ms. Harooni who passed away recently. Mr. Stouch announced that an Executive Session was held tonight prior to the meeting from approximately 5:30pm to 6:15pm involving Fire Company real estate and 6:15pm to 6:45pm involving personnel and litigation matters. No decisions or votes were taken.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of February 3rd, 2020 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approve the minutes of the February 3rd, 2020 Board of Supervisors Meeting. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Mr. Stouch asked if there were any questions, comments, or corrections to the February 18th, 2020 Board of Supervisors Agenda, Manager Hiryak stated that there are two corrections on the agenda, the escrow release #7 for Gilbertsville Vet should read \$53,621.08 and the next Board of Supervisors Meeting is on March 2nd, 2020. No other corrections were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the February 18th, 2020 Board of Supervisors Agenda with the changes of escrow release #7 should be \$53,621.08 for the Gilbertsville Vet and the next Board of Supervisors Meeting should be March 2nd, 2020. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Gilbertsville Area Community Ambulance- Rochel Morrell

Ms. Morrell gave the January 2020 GACAS Report: 77 patients transported, 9 public assists, 2 Unit Assists, 19 cancelled, 2 dead on scene, 14 patients evaluated no treatment/transport required, 8 patient refusal, 4 patient treated and released, and 4 standby for a total of 139 calls for service. Service by Municipality: 47 Douglass Twp, 49 New Hanover, 16 Upper Pottsgrove, 2 Lower Pottsgrove, 1 Pennsburg, 6 Pottstown, 1 Bally Borough, 11 Boyertown, and 6 Colebrookdale. Admissions: 60 Pottstown, 4 Lehigh, 11 Phoenixville, 1 Reading, and 1 St Luke's Upper Bucks. GACAS held recertification training in CPR and AED training for firefighters at Gilbertsville Fire & Rescue. No other questions or comments were given.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to accept the GACAS Report as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Fire & Rescue Report – Chief Andy Duncan

Chief Duncan gave the Fire & Rescue Report for January 2020: 3 building fires, 1 brush/grass fire, 1 medical assist/assist EMS crew, 2 motor vehicle accidents with injuries, 1 gas leak, 7 police assists, 1 sprinkler activation, and 2 smoke detector activations for a total of 18 incidents. The company was in service for 24 hours and 16 minutes. Responses: 6 Douglass, 2 New Hanover, 2 Colebrookdale, 7 Upper Pottsgrove, and 1 Pottstown. Training: Firefighter Down CPR, CPR/First Aid/AED Certification by Gilbertsville Ambulance, Building Systems and their impact on the fireground, and Montgomery County Officers Seminar. Events: Annual family dinner was held on Saturday January 11, 2020.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to accept the Fire & Rescue Report as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Emergency Service Board Meeting Summary 2/10/2020

The EMS Board discussed returning the fire company property back in the name of Gilbertsville Fire and Rescue, the building design for a joint Fire/Police Building, and the possibility of the EMS being funded by a fire tax.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to accept the Emergency Services Report as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Recycling Report – Andrew Duncan

Mr. Duncan announced that we are in year 3 of a 3 year trash contract and have extended the contract on a month to month basis. Recycling costs are more expensive now and we need to look into new contracts and explore new options for our trash/recycling program. We are looking at the option of a tote system for trash collection (samples are in the lobby). You would choose the best size tote (32, 64, 96 gallon) to fit your family's needs. The Township will continue to apply for recycling grant money when available.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to accept the Recycling Report as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Police Department-Chief Barry Templin

January 2020 Statistics: 324 incidents reported, 5 reportable accidents, 13 non-reportable accidents, 8 criminal investigations, 4 criminal arrests, 12 traffic citations (paper), 55 e-citations, 4 non-traffic citations and 4 parking tickets. Chief Templin stated that Brenden Valverde a student from the college of Penn state, majoring in Criminal Justice, has finished his internship program here at our police department. Brenden had to complete a total of 250 hours, we wish Brenden all the best in his future endeavors. The Chief notified the residents that there has been a rash of marble shootings in the Twin Ponds area and if you see anything please report it to the police department. No questions were given.

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

Open Space/Recreation Committee Report

Mr. Heisey reported that Mr. Updegrove resigned from the Rec Committee. Mr. Shontz gave a presentation earlier this evening to the Rec Committee on the Healthy Kids Running Program. The Easter Egg Hunt will be on April 11th, 2020, we are looking to borrow an Easter Bunny costume from New Hanover and we are in need of someone to wear the costume. The Annual Trout Rodeo is scheduled for April 25th, 2020 at Mr. Mashintonio's pond. Mr. Shontz stated that the spring dates for the Healthy Kids Running Program will be April 19th & 26th, May 3rd, 10th, 17th, and 31st and he will be donating refreshments for one of those events. He is the coordinator for Boyertown, the program is growing and they utilize the small soccer fields for competitions in 50 yard dash, 75 yard dash etc., he would like to donate a bench from the Healthy Kids Program. Mr. Stouch thanked Mr. Mashintonio for the use of his pond again for the trout rodeo. Mr. Mashintonio stated that he is partnering again with Rolling Thunder on May 2nd for the Verteran's Trout Rodeo, last year 60 Verterans enjoyed a day of fishing and he stated that if the Rec Committee partnered with the Veteran's Rodeo we could get a better price on the fish for both functions. He also noted that Gabelsville Athletic Association was overlooked for a thank you letter for their contributions toward the Annual Trout Rodeo last year, the manager stated that we will get a letter out to them right away. Mr. Stouch stated that Roger Updegrove resigned from the Rec Committee & EMS Board, anyone interested in volunteering should email Pete Hiryak.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to accept the Recreation Committee Report as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Engineer's Report – Written Report, Gilmore & Associates

Gilbertsville Veterinary Hospital Escrow Reduction Request #7 \$53,621.08 (BOS approval required) - G&A found that the reduction request submittal was reflective of the work performed to date, adding contingency, engineering/inspection and administrative/legal items and subtracting retainage of 10% of the value of the work performed to date as well as the amounts previously released results in an amount of \$53,621.08, and we recommend reduction of the escrow by this amount contingent upon any outstanding invoices and the Treasurers review. The amount remaining in the escrow is \$46,316.75.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to approve Escrow Release #7, based on the Engineers recommendation, in the amount of \$53,621.08 for the Gilbertsville Veterinary Expansion contingent upon any outstanding invoices and the Treasurers review with the amount remaining in escrow of \$46,316.75. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Schedule for G.V.H. to rework parking lot drainage – Mr. Hagadorn stated that the rework for the parking lot drainage is scheduled to begin in April. Mr. Houseknecht stated that he disagrees with releasing funds from the GVH escrow because the road crew did the original corrective work to this project when he was getting flooded out, no one else would correct it. Mr. Wynne replied, that was in October and we didn't have a discussion until December on how to fix the issue. Mr. Stouch said that we are still holding \$46,000 in escrow until this is fixed correctly. Mr. Houseknecht appreciated that the Board of Supervisors and Engineer came on site to see the drainage issue. No other questions or comments were given.

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

Solicitor's Report – Robert Brant, Esq.

Mr. Brant stated that his office represented the Township in a Code Violation Hearing before District Justice Saylor involving 337 Bow Lane on 2/11/2020, the Court ordered the property owner to bring the property into Code compliance within 90 days, setting a follow-up hearing date for May 11th, 2020. No questions or comments were given.

Applications which are pending but inactive:
Graterford Properties – 400 Gilbertsville Road
Holly Road – Neighborhood Mixed Use

A motion was made by Mr. Stouch, seconded by Mr. Wynne to accept the Solicitor's Report as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Highway Report – Mike Heydt

Mr. Heydt stated that the road crew cleaned out inlets and ditches, installed the new pressure washer at the shop, and repaired signs and potholes. No comments or questions were given.

A motion was made by Mr. Wynne, seconded by Mr. Stouch to accept the Highway Report as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Treasurer's Report – Cynthia O'Donnell

The Treasurer stated that the total bills to be paid for January 2020 totals \$224,728.06. No questions were given.

A motion was made by Mr. Keiser, seconded by Mr. Wynne for authorization to pay the January 2020 Unpaid Bills in the amount of \$224,728.06. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Treasurer O'Donnell announced that the Municipal Audit is tentatively scheduled for the week of March 2nd – March 4th, 2020. No questions were given.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to accept the Treasurer's Report as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Monday, March 2nd, 2020 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Thursday March 12th, 2020 P/A Meeting @ 7pm, Workshop @ 6:30pm to review Landscape Ordinance.
2. Gilbertsville Fire Company Building & Property Update – The manager stated that the Building Committee is looking at building layouts, pricing, and financing. The cost looks to be around 2.1-2.5 million. We looked at incorporating the public works building design plans and keeping some of the original firehouse structure. There are questions with the cost of demolition of the existing building. A grant application was submitted with the help of Rep. Marcy Toepels office and we are expecting feedback in June. Mr. Stouch asked Mr. Brant to research the simplest way to transfer the property back to the Fire Company. Mr. Brant stated that the fire company could pay for the building design, a lease agreement must be done since the police department would occupy part of the new building. Mr. Brant stated that many Townships have a fire tax between 1 mill to 3 mills. Mr. Stouch asked the Treasurer to put some numbers together for a possible fire tax. The Manager stated that the fire company's last fundraising drive only had an 11% return, Mr. Brant said that this is a common response in municipalities which is why they have a fire tax. Mr. Brant stated he will look into our options, as we collect more information it will get passed on.
3. Non-Uniform Wage Sheet to BOS for review - The manager stated that he supplied the additional information that was requested by the Board and submitted a more detailed wage sheet reflecting the additional duties placed upon the employees.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the non-uniform wage sheet based on the additional information supplied by the manager, wages are to be retroactive back to January 2020. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to accept the Manager's Report as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Public Comment

Mr. Duncan stated that the Fire Company doors are open to the public to see our equipment and to ask questions, we are also looking for volunteer help. Manager Hiryak announced that he received a phone call from P/A & BMMA member Ms. Carpenter stating that there is talk that we are appointing non-qualified people to positions in the Township. This Board goes to great lengths to choose the best available appointees to fill positions within the Township. Mr. Houseknecht, Mr. Rick, Mr. Monger, and Ms. Carpenter are well qualified to fill the various positions that they were recently appointed to. I especially wish to apologize to Ms. Carpenter, it is upsetting and we regret this happened to her and all other volunteers. Mr. Keiser said those comments are offensive to all because we do spend a lot of time on these appointments, Mr. Stouch & Mr. Wynne agreed and added that most positions are basically volunteer positions that they are giving up their free time to serve the Township. Mr. Stouch stated that we are a growing Township and need qualified people to step up. No other comments were given.

Old Business/New Business

Mr. Hazewski asked if anything has been done with his drainage issue, the Manager said Ryan Homes has completed the installation of additional sump pumps in the homes that requested them. They are continuing to plan for the regrading of properties that have drainage issues, and are planning for additional swales and inlets for the properties that are adjacent to the farm fields that get flooded. Mr. Clement's Development easements should be completed and now going to the developer to get these things moving forward. Mr. Brant will look into how far we are in the process. Mr. Stouch stated that we should officially accept the resignation of Roger Updegrave.

February 18th, 2020 Page 5

A motion was made by Mr. Stouch, seconded by Mr. Keiser to accept the resignation of Roger Updegrove from the Emergency Services Board and from the Rec Committee. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adjourn the meeting at 7:57pm. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, March 2nd, 2020 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler