

The meeting of the Douglass Township Board of Supervisors was called to order at 7:21 P.M. Attending were Chairman Joshua Stouch, Vice Chairman Tom Wynne, Supervisor Alan Keiser, Solicitor Robert Brant, Pete Hiryak, Andrew Duncan, Mike Heydt, Chief Templin, and approximately 3 residents.

Mr. Stouch led in the Pledge of Allegiance. A reporter was present at this evenings meeting. Mr. Stouch announced that an Executive Session was held tonight prior to the meeting from approximately 6pm to 7:20pm involving personnel matters and potential litigation matters. No decisions or votes were taken.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of April 20th, 2020 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to approve the minutes of the April 20th, 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 May 18th, 2020 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the May 18th, 2020 Board of Supervisors Agenda as presented. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

EOC Update – Andrew Duncan

Mr. Duncan stated that weekly staff meetings were being held on Mondays at 11:00am to reevaluate current continuity plan and to identify operations and unmet needs. Meetings have been discontinued as we slowly transition back to normal operations. Unmet need reported to Montgomery County for masks for Douglass Township Police Department on April 13, 2020. Unmet need was filled on May 13, 2020 with 75 N95 masks and 12 tyvek gowns from Montgomery County EOC. Firefighters will return to normal Thursday Night Training at the station beginning on June 4th. Douglass Township Recycling Center has returned to normal operations as of May 13, 2020. Reported Active Cases in Douglass Township: 28, Reported Cases in Douglass Township: 28, Deaths in Douglass Township: 1 (88 year old female). Mr. Duncan stated that the protocols worked in Douglass Township and there was no infected personnel. Mr. Stouch thanked Mr. Duncan for his efforts during this time. No questions were given.

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

Treasurer's Report (Authorization to pay the bills) – Peter Hiryak

Manager Hiryak stated that the bills to be paid for April 2020 total \$166,325.67. No questions were given on the bills.

A motion was made by Mr. Stouch, seconded by Mr. Wynne for authorization to pay the April 2020 Unpaid Bills in the amount of \$166,325.67. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Monday, June 15th, 2020 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Thursday June 11th, 2020 P/A Meeting will be scheduled, no workshop scheduled.
2. Non-essential meeting/events canceled, temporary restricted lobby access to public will remain in effect. Staff is cleaning surfaces daily. Business is being conducted by phone or email, any forms or supplies needed will be left at the outside entrance of the office and all payments made by exact cash or check.

3. 2020 Census Response Letters – Manager Hiryak stated that the 2020 Census is continuing with on-line and paper surveys, the field offices may open by June. 75% of Douglass Township Residents responded to the census, 71% County wide, and just over 50% nationally.
4. Escrow Release #9 Zern Tract Phase 1 (\$82,327.55) BOS approval required – G&A found that the reduction request submitted 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 results in an amount of \$82,327.55 and recommends the release in this amount. The amount remaining in the escrow is \$1,213,495.67.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to approve the Zern Tract Phase 1 Release #9 in the amount of \$82,327.55 recommended by Gilmore & Associates with \$1,213,495.67 remaining in the escrow.

Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

5. Stafy II – Authorization to prepare final resolution – Manager Hiryak stated that Stafy II is nearing the final resolution stage, storm water issues are being corrected and storm water conservation permits are in place. Mr. Brant agrees that this is ready to prepare the final resolution, Mr. Wynne asked to meet with Mr. Graf at the site to review the proposed field drainage correction. .

A motion was made by Mr. Wynne, seconded by Mr. Keiser to authorize Mr. Brant to prepare a Final Resolution for the Stafy II Project. Keiser-Aye, Wynne-Aye, Stouch-Aye. Motion passed.

6. Resignation of Public Works Employee Nick Bardman effective 5/21/2020 (BOS acceptance required) - The manager stated that Mr. Bardman has given his letter of resignation effective 5/21/2020, Mr. Bardman has been a valued employee of the Township and he will be missed however he had the opportunity to run his own business and we wish him nothing but the best. Mr. Bardman will still be the Assistant Fire Chief and Deputy Emergency Management Coordinator for Douglass Township.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to accept the resignation of Nick Bardman effective 5/21/2020. Keiser-Aye, Wynne-Aye, Stouch-Aye. Motion passed.

7. Trash/Recycling Contract- Advertisement for Bids pending final review - The manager stated that we are looking to set up a new tote collection system next year and are nearing final reviews of the trash collection contract. We need authorization to advertise for bids pending final reviews.

A motion was made by Mr. Stouch, seconded by Mr. Wynne for authorization to Advertise for Bids for the new trash/recycling contract pending final reviews. Keiser-Aye, Wynne-Aye, Stouch-Aye. Motion passed.

8. June 2nd, 2020 PA Primary Election Polling Location Changes – **For the Primary Election Only** the polling changes are as follows: District #1 will be voting at the Boyertown Area Junior High East School; Districts #2, #3, and #4 will be voting at the Gilbertsville Elementary School.

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

Public Comment

No public comment was given.

Old Business/New Business

Mr. Stouch thanked the Manager, Township Secretary, Roadmaster Heydt, Chief Templin, Mr. Duncan and the Fire Company for helping to keep the Township operational during COVID19. The Manager introduced Khal Hassan representing Pennoni & Associates that will be taking on some of the engineering projects in the Township and also introduced Allison Lee who will handle the day to day contact and Planning Agency engineering reviews. Mr. Hassan thanked the Board for the opportunity to work with the Township.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to adjourn the meeting at 7:40pm. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

The next Board of Supervisor’s Meeting will be held on Monday, June 15th, 2020 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler