



Douglas Township, Montgomery County

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AGENDA – April 3rd, 2023

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of March 20th, 2023 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for April 3rd, 2023– additions, corrections, motion for approval.
5. Waste Management -Proposed Route Pick-up Changes
6. Police Report – Chief Barry Templin
 - a. Tuition Reimbursement Request (Officer Ziegler \$140.64)
 - b. Police Records Disposal Resolution (4/17/2023)
7. Solicitor Report – Wendy McKenna, Esq.
 1. Legal Reviews continuing for GF&R Lease Agreement, Fire Protection/Fire Prevention Ordinance, and Vehicle Towing Policy.
8. Engineer Report – Khal Hassan
 1. 749 Congo Rd – Concept Plan introduction by Mike Clement
9. Highway Department – Mike Heydt
10. Manager's Report – Peter Hiryak
 1. Schedule of Meetings
 - a. Thursday April 13th, 2023 P/A Meeting @ 7pm – Workshop 6:30pm (zoning updates & E. Phila Ave Mailbox discussions), Monday April 10th, 2023 ESB Meeting @ 6pm, Monday April 17th, 2023 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm, Zoning Hearing Board Mtg April 25th, 2023 @ 5:30pm.
 2. Sign Ordinance and Lighting Ordinance (P/A & MCPC recommended approval, need authorization to advertise a hearing date)
 3. ZHB – (2) Applications pending: Avante Apts Phase II & Smoothie/Juice Bar
 1. Avante Apts Phase II – Letter from Chuck Garner, Esq.
 2. 1542 E Phila Ave – Smoothie/Juice Bar
11. BOS Chairman Josh Stouch – Special Announcement (2023 Governors Local Excellence Award)
12. Old Business/New Business
 1. BartmanAve/Holly Rd – Update
13. Public Comment
14. Adjournment

NEXT MEETING 7PM MONDAY, APRIL 17TH, 2023

The meeting of the Douglass Township Board of Supervisors was called to order at 7:04P.M. Attending were Chairman Josh Stouch, Vice-Chairman Sara Carpenter, Supervisor Alan Keiser, Manager Peter Hiryak, Solicitor Wendy McKenna, Khal Hassan of Pennoni & Associates, Andrew Duncan, Mike Heydt, McKenna Powanda, and approximately 22 residents/developers. A reporter was present.

Mr. Stouch led in the Pledge of Allegiance and announced there was no Executive Session this evening, only the pre-agenda meeting.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of March 20th, 2023 Board of Supervisors Meeting. No changes were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the minutes of the March 20th, 2023 Board of Supervisors Meeting. Keiser-Aye, Stouch, Carpenter-Aye. Motion passed.

A resident from Bartman Avenue said that the minutes are incorrect with the highest speed of 27mph being recorded during the traffic study, according to the summary that she received from Chief Templin. Mr. Stouch said that Chief Templin was not in attendance this evening. Solicitor McKenna said that the minutes reflect what was said during that meeting. Mr. Stouch said that the resident can voice concerns during public comment.

Mr. Stouch asked if there were any questions, comments, or corrections to the April 3rd, 2023 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the April 3rd, 2023 Board of Supervisors Agenda as presented. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Waste Management – Proposed Route Pick-up Changes

Don Isabella, Tim Pinnix, and Chris Hollinger were representing Waste Management. Mr. Isabella proposed a service day change request by Waste Management to eliminate Fridays pick-up schedule and distribute that pick-up day into the Monday through Thursday schedule. Post cards will be mailed out to the 1094 affected customers. They are asking for the Board's approval for implementation by May 1st, 2023. Mr. Hollinger stated that a four-day schedule will help improve collection efficiencies and quality of service. As of now the collection trucks are finished by 2pm, with the new schedule it will keep the drivers on their routes for 8-1/2 hours per day leaving Friday for service issues/missed stops. The heaviest collection days would be Monday and Thursday. Mr. Keiser said that when we changed to this system public relations were atrocious; all the calls came into the Township office. He feels that one mailing will not suffice. Mr. Isabella said we could notify by email, phone lists, and post cards however we do not have contact information for all the customers. Mr. Stouch asked if door hangers could be used, Mr. Isabella said that would be an expense we did not approve. Mr. Stouch said he does not want the Manager & Secretary to spend time on answering all the questions on trash like what happened when this program started. Mr. Isabella stated that he has a good relationship with the customer service department for Waste Management and feels this would not be an issue. Mr. Keiser asked if a notice could be placed on the quarterly bills, Mr. Isabella stated that since the invoicing is done from one location for the entire Waste Management area it would be more difficult to do. Residents complained about waiting on the phone for hours for customer service and asked for reduced pricing if they only have one bag. Mr. Isabella stated that the cost for pick-up is about the same they still have to drive past each property. A resident stated that this proposal has good intentions however it is hard to manage. Mr. Link said he knows some companies place stickers on the can lids to notify the customers of changes. Mr. Heydt asked why the calls don't go directly to Waste Management on Swamp Creek, Mr. Isabella stated that WM has remote service. Mr. Smith asked if 8 hours included work day and disposal time, Mr. Hollinger said 45 hours is the route time. Mr. Hiryak asked if the May starting date is set in stone, Mr. Isabella replied no. Mr. Hiryak suggested that Ms. McKenna review the contract and staff would review the proposed

route change to see what changes would help to be more efficient. Ms. Carpenter would like better customer service contact information for the residents.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to table the discussion until Ms. McKenna can review the waste collection contract. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Police Report – Manager Hiryak

Tuition Reimbursement Request (Officer Ziegler \$140.64) – Mr. Hiryak said that Officer Ziegler has completed a course on Sociology/Public Relations and has requested tuition reimbursement in the amount of \$140.64. He did receive a Scholarship for the majority of the costs for the class.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve requested tuition reimbursement to Officer Ziegler in the amount of \$140.64. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Police Records Disposal Resolution (4/17/2023) – This Resolution is for the disposal of police records in accordance with the Municipal Records Manual and is under review by Ms. McKenna for next meeting.

Solicitor Report – Wendy McKenna, Esq.

Ms. McKenna announced that the legal reviews are being finalized for the GF&R Lease Agreement, the Fire Protection/Fire Prevention Ordinance, and the Vehicle Towing Policy for next meeting. No questions were given.

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

Engineer Report – Khal Hassan

749 Congo Road (Concept Plan introduction by Dane Moyer for DelGrippto Homes) - Mr. Hassan said this concept plan consists of 26 single family homes, stormwater management, open space, and a trail system. Mr. Hassan pointed out that a road re-alignment and additional hydrants would be discussed. Mr. Moyer said this parcel is 60 acres, the proposal is for 26 homes and a T intersection on Congo Road. There are two floodplains running through this property. Mr. Kolb said that area floods would there be basements, Mr. Moyer replied yes there would be basements. Mr. Hassan commented that stormwater management will be reviewed during the plan process. Mr. Stouch asked that an HOA would be formed to handle any open space maintenance and that the next step would be an introduction to the Planning Agency. Mr. Hiryak commented that an Escrow has been established for any reviews. The Board recommended that Mr. Moyer make an introduction of the concept plan to the Planning Agency at their April 13th, 2023 meeting.

Public Works – Mike Heydt

No report given.

Manager's Report – Pete Hiryak

1. Mr. Hiryak reviewed the upcoming meetings as follows: Monday April 10th, 2023 ESB Meeting @ 6pm, Thursday April 13th, 2023 P/A Meeting @ 7pm - **Workshop @ 6:30pm** (zoning updates and E. Phila Ave mailboxes), Monday April 17th, 2023 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm, and Tuesday April 25th, 2023 Zoning Hearing Board Meeting @ 5:30pm, Smoothie/Juice Bar (Raw Replenish).
2. Sign Ordinance and Lighting Ordinance (Authorization to Advertise) – Mr. Hiryak asked for authorization to advertise a hearing for the Sign Ordinance & Lighting Ordinance.

A motion was made by Mr. Keiser, seconded by Ms. Carpenter for authorization to advertise a hearing for the Sign Ordinance and Lighting Ordinance. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

3. ZHB – Avante Apts Phase II, R-3 High Density Residential (Letter from Chuck Garner, Esq) – Mr. Garner is asking for a Letter of Support to the Zoning Hear Board for a Temporary Relief Variance to subdivide the parcel for financing purposes to construct an additional 64 units, after construction is completed the parcel will be returned to one parcel. The hearing date is to be determined.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter recommend a Letter of Support to the Zoning Hearing Board for the Avante Apts Phase II proposal. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed. 1542 E Phila Ave – Smoothie/Juice Bar & Food Products – Hearing scheduled April 25th, 2023 @ 5:30pm.

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

BOS Chairman Josh Stouch – Special announcement (2023 Governors Local Excellence Award)

Mr. Stouch announced that Douglass Township has been selected as a winner for Innovative Community/Governmental Initiatives for the 2023 Governor's Awards for Local Government Excellence for the Douglass Township EMS Building. The ceremony takes place on Wednesday April 12th, 2023 @ 11am at the State Museum of Pennsylvania, attending will be Chairman Josh Stouch, Emergency Services Coordinator Andy Duncan, Manager Pete Hiryak, and Township Secretary Marcy Meitzler.

Old Business/New Business

A resident commented that they noticed an EMS Tax on their tax bill, how was it determined? Mr. Stouch stated there is a crisis throughout the Commonwealth with EMS financial & staffing funding. During the budget process a financial analysis was done based on billing, equipment, staff, and costs associated with providing Advanced Life Support (ALS) for the Township. The Township created public funding for EMS per the Second-Class Township Code in order to provide ALS to Township residents. A maximum tax of .5mil by law was set by the Commonwealth of PA, Mr. Stouch added that the funding should be higher. A resident stated that it is unfair if New Hanover & Upper Pottsgrove are serviced at the cost of Douglass Township residents, Mr. Stouch and Mr. Duncan said just a small portion of those Townships are serviced. Both Mr. Stouch and Mr. Duncan went to those municipalities to attempt discussions with funding. New Hanover does not fund EMS, if we did nothing the ambulance would have not existed anymore and we want our ambulance in the community. There are billing and reimbursement issues with the insurance companies & Medicare, they will only pay so much toward the client's costs they have tried fundraisers but it doesn't supply enough funding. There was no alternative to solve the issue, Mr. Duncan commented that every municipality will be going through this same problem. A resident commented, so it's one more tax on us but the Chairman stated that this supports the 911 emergency medical response to all residents. The public was encouraged to attend the ESB Meetings if they have questions.

Bartman Ave/Holly Rd update – The police department will do another traffic study next week during afternoon hours and the following week during the morning hours. Mr. Stouch said the study will be done with speed meters and also by personnel. The meters will be set to silent and when the study is completed it will be reviewed. The machines will calculate over a long period of time, no enforcement will be done during the study for accurate data. A resident said that a post is twisted on Bartman Ave so the machine will not be facing the correct direction, Mr. Heydt stated that he will adjust the post. No other old business/new business was given.

Public Comment

Mr. Gress from 145 Moser Road voiced his concerns of his driveway damage, he believes grading issues were caused by the Township, in 2015 there was major damage and the Township said they would take a look at it. He also said the pavement is cracking on Miller Road. Mr. Gress believes that the culvert needs to be shifted on the other side of the road and more stone will not help this issue. Mr. Stouch commented that there will be a staff meeting prior to the next meeting with our engineer and told Mr. Gress to only communicate with Mr. Hiryak and let the Board and Engineer review the information. Mr. Heydt stated he just attended a class on Dirt/Gravel Roads and said he could ask for maintenance assistance with this issue. Mr. Houseknecht commended Officer Ziegler for his quick response to the call he made about someone dumping tires on the property below him. Mr.

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Kolb asked if we will be having a shredding event, he saw Harleysville has one scheduled. Mr. Hiryak stated that staff will contact the County to see if they have an event in the fall for our residents. No other comments were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adjourn the meeting at 8:21pm. Keiser-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, April 17th, 2023 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler