



Douglas Township, Montgomery County

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AGENDA – February 3rd, 2025

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of January 21st, 2025 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for February 3rd, 2025 – additions, corrections, motion for approval.
5. Engineering Report – Khal Hassan
6. Police Department – Chief Robert Evans
 - a. 2024 Annual Report
7. Solicitor Report – Wendy McKenna, Esq.
 - a. Resolution No. 02032025-01 – Resolution Authorizing the Execution of the Amendment to Municipal Police Cooperative Agreement
 - b. Avante Apartments Preliminary/Final Plan Resolution – Resolution #02032025-02
8. Public Works – Roadmaster Michael Heydt
 - a. Monthly Report
9. Cindy O'Donnell – 2024 Financial Review
10. Manager's Report – Manager Andrew Duncan
 1. Schedule of Meetings
 - a. Wednesday February 5th, 2025 Zoning Hearing Continuance @ 5:30pm (Curry-Logan)
 - b. Monday February 10th, 2025 Emergency Services Board @ 6pm
 - c. Thursday February 13th, 2025 Planning Agency Mtg @ 7pm, Workshop @ 6pm
 - d. Tuesday February 18th, 2025 Board of Supervisors Meeting
11. Old Business/New Business
 - a. 1446 Grosser Rd – Zoning Hearing Continuance
12. Public Comment
13. Adjournment

NEXT MEETING TUESDAY FEBRUARY 18th, 2025 @ 7PM

The meeting of the Douglass Township Board of Supervisors was called to order at 7:06P.M. Attending were Chairman Josh Stouch, Vice-Chair Sara Carpenter, Supervisor Don Bergstresser, Solicitor Wendy McKenna, Manager Andrew Duncan, Khal Hassan of Pennoni & Associates, Chief Evans, Cynthia O'Donnell, Mike Heydt, and approximately 9 residents/developers.

Mr. Stouch led in the Pledge of Allegiance and announced that there was an Executive Session held this evening from approximately 5:30pm to 6:40pm involving police department personnel matters. No votes or decisions were given.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of the January 21st, 2025 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the minutes of the January 21st, 2025 Board of Supervisors Meeting. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Stouch asked if there were any questions, comments, or corrections to the February 3rd, 2025 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to approve the February 3rd, 2025 Board of Supervisors Agenda as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Engineering Report – Khal Hassan

No report was given.

Police Department Report – Chief Robert Evans

2024 Annual Report – Chief Evans provided copies of the 2024 Annual Report to the Board and Township Manager, copies are also available in the lobby and will be posted on facebook and the Township website. Chief Evans commented that some highlights for 2024 are: February 5th, 2024 we were re-accredited for the 7th time, and will be due again in February 2027 for the years 2024-2026. Our department has achieved Premier Agency status with the Pennsylvania Law Enforcement Accreditation Program (PLEAC). In July of 2024, we welcomed Mark Delaney as a new patrolman, he successfully completed the FTO program and we look forward to having him as a part of the team. Total number of calls for service in 2024 was 7,817, these include crimes, dog and animal complaints, neighbor disputes, domestic complaints, assists to ambulances and other police departments, alarm calls, self-dispatch, and many other types of calls. These do not include traffic stops, administrative reports, and court hearings. A radar gun would be helpful with speeding; however, public perception feels that the reason for a radar gun would be for increased revenue. We make very little money off of speeding tickets after all the court and state fees are taken out of the fines. Mr. Stouch wanted to draft a resolution to support legislation to help pass a favorable ruling on municipalities to use radar guns.

Chief Evans stated that he will be out of the office from February 10th to approximately March 3rd for a surgical procedure and the Officer in Charge will be Sgt. Matthew Swavelly.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to accept the Police Department Report as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Solicitor Report – Wendy McKenna, Esq.

Resolution #02032025-01 (Resolution Authorizing the Execution of the Amendment to Municipal Police Cooperative Agreement) – Ms. McKenna asked to table this item for the next meeting, Mr. Stouch commented that more police departments have been added so the resolution must be changed to reflect the amendments.

Avante Apartments Preliminary/Final Subdivision Plan Resolution (Resolution #02032025-02) - Ms. McKenna explained that this Resolution is for a temporary 2-lot subdivision of Avante Apartments located at 200 Gilbertsville Road, and is solely for construction financing purposes. After completion of the land development portion of this project it will be combined again as one lot. This subdivision plan also includes 3 waivers of the Subdivision and Land Development Ordinance as follows: to not require a preliminary plan submission; to not show proposed grading, drainage and utilities however, the existing utilities servicing each existing building shall be provided; and all additional waivers set forth in the Pennoni review letter of January 9th, 2025 shall be addressed at the time of review of the Subsequent Land Development Application. The Land Development Application will go through the normal plan review process as it is separate from the subdivision plan.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to adopt Resolution No. 02032025-02 for the Avante Apartments Preliminary/Final Subdivision Plan for a temporary 2-lot subdivision. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Public Works – Roadmaster Michael Heydt

Monthly Report – Mr. Heydt commented that the roadcrew plowed & salted the roads, repaired equipment, cleaned up tree debris, did trimming work on Miller & Himmelwright Road, re-stocked the salt bins, repaired/replaced street signs. They installed emergency detour signs to maneuver around Route 73 and Swamp Pike per the EOC Manager’s request. They also repaired potholes, dirt roads, and any issue that was reported. Mr. Heydt also informed the Board that he attended a Probable Cause training class and the old fencing from the tennis courts was sold for \$600, and the light poles were sold for \$1,050. No questions were given.

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

Treasurer’s Report – Cynthia O’Donnell

2024 Financial Review - Ms. O’Donnell gave a brief overview of 2024 commenting that the General Fund Balance as of 12/31/2024 was 2.9 million and she feels we are in good financial position. The biggest growth in revenue in the last two years is real estate transfer tax and looks to improve over the next 5 years.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to accept the Treasurer’s Report as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Manager’s Report – Andrew Duncan

1. Schedule of Meetings:

- a. Wednesday February 5th, 2025 Zoning Hearing Continuance @ 5:30pm (Curry-Logan) for 1446 Grosser Road.
- b. Monday February 10th, 2025 Emergency Services Board @ 6pm
- c. Thursday February 13th, 2025 P/A Meeting @ 7pm, **Workshop @ 6pm (zoning ordinance review)**
- d. Tuesday February 18th, 2025 BOS Agenda Mtg @ 6:30pm, Board of Supervisors Meeting @ 7pm

Mr. Duncan introduced David Thompson as the new Assistant Township Manager, Mr. Thompson gave a brief statement and said he is looking forward to working here at Douglass Township.

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

Old Business/New Business

1446 Grosser Road (Zoning Hearing Continuance from 1/25/2025) – Mr. Duncan stated that the applicant wishes to address the Board with a revised application. Ms. Tina Curry-Logan stated that they wish to change the application to a one-bedroom layout plan in the existing barn as in-law quarters for her mother, instead of the original plan for an entire renovation of the existing barn as in-law quarters. Ms. McKenna stated that a staff

meeting was held with the applicant for a scaled down in-law quarters and the Township would then withdraw opposition, or remain neutral. The Supervisors would ask Ms. McKenna to impose conditions by recorded deed restriction that her mother's cooking facilities be removed and utilities would come from the existing home, if the Zoning Hearing Board approves the scaled down revision, the Township would then withdraw opposition. Ms. Carpenter asked to be updated on why the addition could not be added onto the existing home, Ms. Curry-Logan replied that their engineer did not recommend adding onto the existing home.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to recommend the withdrawal of opposition to the variance request for 1446 Grosser Road if the applicant revises plan to be a scaled down to a one-bedroom in-law quarters renovation, of an existing barn, including recommended deed restrictions. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to recommend support of the scaled down one-bedroom revision to an existing barn, as in-law quarters for the applicant's mother, with conditions and authorize the Solicitor to attend the Zoning Hearing on Wednesday February 5th, 2025 to convey their support. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Public Comment

Mr. Stouch said "Go Birds"

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 7:38pm. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be Tuesday, February 18th, 2025 @ 7 pm

Respectfully submitted by,
Marcy Meitzler