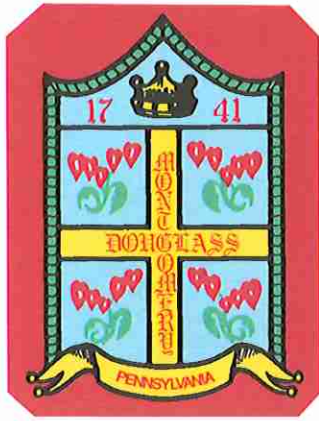




Douglas Township, Montgomery County

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AGENDA – November 5th, 2025

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of October 20th, 2025 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for November 5th, 2025 – additions, corrections, motion for approval.
5. Treasurer's Report - Cindy O'Donnell
 - a. 2026 Budget Review
 - b. Independence Blue Cross Bill \$6,360.86 – Motion to approve
6. Manager's Report – Manager Andrew Duncan
 1. Schedule of Meetings
 - a. Thursday November 13th, 2025 Planning Agency Mtg @ 7pm, Workshop @ 6pm
 - b. Monday November 17th, 2025 Board of Supervisors Meeting @ 7pm, Agenda Mtg @ 6:30pm
 - c. Hire one part time seasonal leaf collection employee – Kenny Focht
 - d. Police Department interviews completed on October 24th, 2025. Chief Evans will have his recommendation for hire at the November 17th, 2025 BOS Meeting.
7. Old Business/New Business
8. Public Comment
9. Adjournment

NEXT MEETING MONDAY November 17th, 2025 @ 7PM

The meeting of the Douglass Township Board of Supervisors was called to order at 7:01P.M. Attending were Chairman Josh Stouch (via zoom), Vice Chair Sara Carpenter, Supervisor Don Bergstresser, Solicitor Wendy McKenna, Manager Andrew Duncan, Assistant Manager David Thompson, Chief Evans, Treasurer Cynthia O'Donnell, Mike Heydt, and approximately 5 residents/developers. A reporter was present.

Ms. Carpenter led in the Pledge of Allegiance and announced that there was no Executive Session held this evening.

Ms. Carpenter asked if there were any additions, corrections, or comments to the minutes of the October 20th, 2025 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Bergstresser, seconded by Ms. Carpenter to approve the minutes of the October 20th, 2025 Board of Supervisors Meeting. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Ms. Carpenter asked if there were any questions, comments, or corrections to the November 5th, 2025 Board of Supervisors Agenda, none were given.

A motion was made by Ms. Carpenter, seconded by Mr. Bergstresser to approve the November 5th, 2025 Board of Supervisors Agenda. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Treasurer's Report – Cynthia O'Donnell

Independence Blue Cross Bill (\$6,360.86) - Ms. O'Donnell asked the Board for approval to pay the November premium increase for Independence Blue Cross in the amount of \$6,360.86.

A motion was made by Ms. Carpenter, seconded by Mr. Bergstresser for approval to pay the November premium increase for Independence Blue Cross in the amount of \$6,360.86. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

2026 Full Budget Review – Ms. O'Donnell stated that after meeting with department heads the current 2026 budget deficit is \$759,288.94. Identified additional income for 2026 of \$52,500. Also identified expense items to be removed as follows: \$147,335 road construction/maintenance, new park trailer \$4,944.85, scanning software \$21,062.50, police smart board \$2,159.00, police station improvements \$62,438.00, police water fountain upgrade \$1,455.00, new phone & internet provider for police \$3,858.00, and potential personnel changes \$148,000.00 bringing the 2026 budget deficit to \$304,656.59. Some of the expenses to be removed may be paid from the capital reserve fund. Ms. O'Donnell recommended holding a staff meeting/ workshop to consider potential cuts to reduce the deficit. If the multimodal grant for the County Line Road Bridge is awarded it would help further reduce the deficit. Mr. Duncan agreed with the Treasurer about holding a staff/workshop meeting to further reduce the deficit. The Tentative Adoption of the budget will be November 17th, 2025 with the review & advertisement for adoption on December 15th, 2025.

A motion was made by Ms. Carpenter, seconded by Mr. Bergstresser to advertise a Special Meeting for a 2026 Full Budget Review to be held on Thursday November 13th, 2025 @ 3pm. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Manager's Report – Manager Andrew Duncan

1. Schedule of Meetings:
 - a. Thursday November 13th, 2025 P/A Meeting @ 7pm, Workshop @ 6pm (revitalization)
 - b. Monday November 17th, 2025 BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm

2. Hire one part time seasonal leaf collection worker approved on October 17th, 2025 – Mr. Duncan stated that Kenny Focht started on October 20th, 2025 as the second part time, budgeted, seasonal leaf collection worker.
3. Police Department interviews completed on October 24th, 2025. Chief Evans will have his recommendation for hire at the November 17th, 2025 BOS Meeting.

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

Old Business/New Business

Mr. Stouch announced that he was the only incumbent to be re-elected in Tuesday's election and thanked the public for their support. Mr. Updegrave asked when will the next New Hanover Township meeting be involving the Wynstone Development, Mr. Duncan will reach out to Mr. Gwynn for information on the meeting.

Public Comment

No public comment was given.

A motion was made by Ms. Carpenter, seconded by Mr. Bergstresser to adjourn the meeting at 7:16pm. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be Monday November 17th, 2025 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler