



Douglass Township, Montgomery County

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AGENDA – February 2nd, 2026

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Public Meeting Policy Announcement
5. Minutes of January 20th, 2026 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for February 2nd, 2026 – additions, corrections, motion for approval
6. Personnel Matter – Heart and Lung Act Application – Official Action
7. Zoning Hearing Application – variance request for 1675 Swamp Pike
8. Solicitor's Report – Wendy McKenna, Esq.
 - a. Advertise Sump Pump Ordinance Amendments
9. Engineer's Report – Khal Hassan
 - a. 330 Gilbertsville Rd Subdivision
 - b. Act 14 Notification - Lohmiller Elevated Water Storage Tank Project (Aqua Water Tower)
 - c. 194 Congo Rd Subdivision
10. Annual Police Report – Chief Robert Evans
11. Gilbertsville Fire & Rescue Annual Report – Chief Andrew Duncan
12. Manager's Report – Interim Township Manager David Thompson
 1. Schedule of Meetings
 - a. Monday February 9th, 2026 ESB Meeting @ 6pm
 - b. Wednesday February 11th, 2026 Zoning Hearing @ 5:30pm
 - c. Tuesday February 17th, 2026 BOS Meeting @ 7pm, Agenda Mtg @ 6:30pm
 - d. Monday February 23rd, 2026 P/A Meeting @ 7pm – No Workshop
13. Old Business/New Business
 1. Request for Proposals – Solid Waste Disposal Contract
 2. Authorization for Payment of remaining bills from January 20th, 2026

14. Public Comment

15. Adjournment

NEXT MEETING TUESDAY FEBRUARY 17TH, 2026 @ 7PM

The meeting of the Douglass Township Board of Supervisors was called to order at 7:11P.M. Attending were Chairman Josh Stouch, Vice-Chairman Don Bergstresser, Supervisor Sara Carpenter, Solicitor Wendy McKenna, Manager David Thompson, Khal Hassan, Chief Evans, Cynthia O'Donnell, Andrew Duncan, Mike Heydt, and approximately 13 residents/developers. A reporter was present.

Mr. Stouch led in the Pledge of Allegiance and announced that there was an Executive Session held this evening from approximately 6:45pm to 7:10pm concerning personnel matters. No decisions or votes were given. Chairman Stouch announced the Public Meeting Policy.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of the January 20th, 2026 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Bergstresser, seconded by Mr. Stouch to approve the minutes of the January 20th, 2026 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 2nd, 2026 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to approve the February 2nd, 2026 Board of Supervisors Agenda as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Personnel Matter – Heart and Lung Act Application – Official Action

The Board previously held an executive session regarding a personnel matter involving a Heart & Lung Act application from a member of the Police Department. A closed hearing was conducted at the employee's request. No official action was taken in executive session.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the Heart & Lung Act benefits for the Police Department employee who is the subject of the closed Heart & Lung hearing previously conducted, and to authorize the Manager/Solicitor to finalize the related paperwork. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Zoning Hearing Application – 1675 Swamp Pike, R-2 Zoning District, variance request for minimum lot size. Mr. Galanos was representing the applicant for a proposed two-lot subdivision to be improved with two new single-family homes. Lot 1 will comply with all zoning requirements. The proposed lot 2 will require variance relief from both the lot area and lot width requirements of Section 265-50 which requires a minimum lot size of 15,000 square feet and minimum lot width of 100 feet. Proposed lot 2 is 12,948 square feet in area and 77 feet wide. Mr. Galanos said a good portion of this property is taken by the right-of-way, which cannot be built upon. They plan on having driveways on Oak Street and not on Swamp Pike. Ms. Kristy Evans said she has a petition opposing the two homes signed by the surrounding residents & neighbors to 1675 Swamp Pike. She said many neighbors are okay with one house and maybe a playground on the other lot for neighborhood children to play instead of the 2nd house. They feel it is a quiet neighborhood, however constructing two new homes will cause a lot of congestion and traffic, especially during the construction phase. More driveways on Oak Street would cause obstruction towards the stop sign at the top of Oak Street. Ms. Carpenter said the Planning Agency was not in favor of the variance and felt there was no genuine hardship, if the applicant would keep the property as one lot and construct one house it would be compliant with no need for relief. Mr. Galanos claimed that the right-of-way is the hardship causing the need for dimensional relief. Mr. Stouch said 17% relief of the lot size and 11% relief from required width for the second house would max out the allowed coverage, anything else on lot 2 would need additional relief. Mr. Stouch agreed with the planning agency's recommendation.

A motion was made by Ms. Carpenter, seconded by Mr. Bergstresser not to support the variance request for 1675 Swamp Pike. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize Ms. McKenna's office to send a letter to the Zoning Hearing Board notifying them that the Board of Supervisors do not support the variance for 1675 Swamp Pike. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Solicitor's Report – Wendy McKenna, Esq.

Advertise Sump Pump Ordinance Amendments – Ms. McKenna said her office worked with Mr. Duncan and Mr. Hassan to amend the sump pump ordinance. Mr. Duncan stated that the intent is basically to avoid neighbor disputes regarding discharge of water and addresses new construction regulations with seepage pits or basins. Ms. McKenna requested authorization to advertise the proposed Sump Pump Ordinance Amendments.

A motion was made by Mr. Bergstresser, seconded by Ms. Carpenter to authorize advertisement of a public hearing for adoption of the Sump Pump Ordinance Amendments. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Engineer's Report – Khal Hassan

- a. 330 Gilbertsville Road Subdivision, ROHO Construction (Rotelle) – Rotelle is in the process of revising the plan.
- b. Act 14 Notification – Lohmiller Elevated Water Storage Tank Project (Aqua Water Tower) – We received notification that Aqua Pennsylvania will file an application to the DEP for a public water supply permit for construction of a 500,000-gallon elevated water storage tank and associated site improvements on the landfill property located at 210 Jackson Road. Any comments must be received within 30 days by DEP. Mr. Hassan has provided a draft letter listing the concerns of Douglass Township and asking for a detailed description of the proposed work with supporting documents in order for the Township to respond to this notification.
- c. 194 Congo Road Subdivision – Preliminary/Final Plan approval is requested.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize Solicitor McKenna to prepare a Preliminary/Final Plan Resolution and supporting documents for the 194 Congo Road Subdivision. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Annual Police Report – Chief Robert Evans

Chief Evans gave a brief overview of the 2025 Annual Police Report. Chief Evans will post a digital copy of the Annual Report on the website and on facebook, hard copies are available in the Township lobby. Chief Evans made a 3-year comparison of the reports and found there was no significant increase or decrease in any of the activities listed in his annual report, Ms. Carpenter asked if he could compile a 5-year report. Chief Evans commented that we take traffic enforcement seriously, for this district we have double the amount of traffic citations than other police departments. He has found that residents do take advantage of the On-Call button outside the police station. The goal for this year is to patrol Rt. 100 for traffic enforcement using the aggressive driving funds. Mr. Stouch asked how the police car fleet is holding up, Chief Evans replied there are 3 or 4 police vehicles that are nearing the 80,000-mile mark so we either budget for new cars or increase the fleet maintenance budget. Mr. Updegrave complained about the speeding on Oberholtzer Road and asked if the aggressive driving funds could be used to patrol that road. Chief Evans said that Click It/Ticket funding can only be used for Rt.73/Rt.100 corridors. He will place VASCAR/NRAD on Niantic and Oberholtzer Roads. No other questions were given.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to accept the 2025 Annual Police Report as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Gilbertsville Fire & Rescue Annual Report – Chief Andrew Duncan

Chief Duncan gave a brief overview of the GF&R report. Chief Duncan reported that Gilbertsville Fire & Rescue is in their 21st year of operation with 35-40 volunteers. In 2025 GFRC received grant funding from Energy Transfer, St. Luke Church, PA Fire Commissioner, & the Wawa Foundation. 2025 Events: Volunteer Firefighter Recruitment Campaign, Second Annual Comedy Show, Fire Prevention Extravaganza, First Annual Christmas Tree Lighting, Breakfast with Santa, and Santa comes to Douglass Township on a fire truck. Chief Duncan thanked the Supervisors and the community for their support. There are copies of the 2025 Annual GFRC Report in the lobby. Everything Printing donated the reports. Chief Duncan thanked Roadmaster Mike Heydt and the road crew for a job well done keeping our roads clear during the snowstorm and thanked the Douglass Township Police Department for their support.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to accept the Gilbertsville Fire & Rescue 2025 Annual Report as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Manager’s Report – Manager David Thompson

1. Schedule of Meetings:
 - a. Monday February 9th, 2026 ESB Meeting @ 6pm
 - b. Wednesday February 11th, 2026 Zoning Hearing Board @ 5:30pm for 1675 Swamp Pike
 - c. Tuesday February 17th, 2026 BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm
 - d. Monday February 23rd, 2026 P/A Meeting @ 7pm – No Workshop until March

Mr. Stouch asked if there should be pre-agenda meetings for the planning agency, both Ms. Carpenter and Mr. Thompson felt that the planning agency members receive their meeting packets a week in advance so there is no need for pre-agenda meetings.

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

Old Business/New Business

1. Request for Proposals (Solid Waste Disposal Contract) – Mr. Duncan has updated the trash bid documents for a 3-year and 5-year rate; authorization is needed for a 30-day review by Solicitor McKenna’s office.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to authorize Solicitor McKenna’s office to provide a 30-day review of the updated trash bid documents (RFP) including a 3-year and 5-year rate, for the March 16th, 2026 BOS meeting. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

2. Authorization for Payment of remaining bills from January 20th, 2026 – Ms. O’Donnell asked for a separate authorization to pay the January utility bills and the January rental fee to Gilbertsville Fire & Rescue in the amount of \$7,826.69.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize the payment of the January utility bills and the January rental fee to Gilbertsville Fire & Rescue in the amount of \$7,826.69. Bergstresser-Recuse, Stouch-Aye, Carpenter-Aye. Motion passed.

Ms. O’Donnell asked for authorization to pay the remaining January 2026 bills in the amount of \$249,967.71.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to authorize the payment of the remaining January 2026 bills in the amount of \$249,967.71. Bergstresser-Aye, Stouch-Aye, Carpenter-Recuse. Motion passed.

Public Comment

No public comment was given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 8:12pm. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be Tuesday February 17th, 2026 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler