



Douglas Township, Montgomery County

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AGENDA – February 17th, 2026

1. Call to Order
2. Pledge of Allegiance
3. Public Meeting Policy Announcement
4. Executive Session
5. Confidential Personnel Discipline
6. Minutes of February 2nd, 2026 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for February 17th, 2026 – additions, corrections, motion for approval.
7. Public Hearing – Sump Pump Ordinance 2026-01
8. Zoning Hearing Update – 1675 Swamp Pike
9. Engineering Report – Allison Lee
 - a. Zern Tract Phase 2, Escrow Release #19 (\$25,110.40)
 - b. Zern Tract Phase 3, Escrow Release #14 (\$26,456.20)
10. Solicitor's Report – Wendy McKenna, Esq.
 - a. 194 Congo Rd Subdivision Plan Resolution #02172026-01
 - b. Solicitation Ordinance Amendment – Request for advertisement
11. Police Department Report
12. Treasurers Report – Cynthia O'Donnell
 - a. Authorization to pay the bills (BOS Approval Required)
13. Emergency Services Reports – (copies in lobby)
 - a. Gilbertsville Fire and Rescue Monthly Report
 - b. Gilbertsville Area Community Ambulance Monthly Report

- c. Bally Community Ambulance Monthly Report
- 14. Public Works Report – Roadmaster Michael Heydt
 - a. Monthly Report
 - b. Authorization to sell small equipment
- 15. Manager’s Report – Assistant Manager David Thompson
 - a. Schedule of Meetings
 - 1. Monday February 23rd, 2026 P/A Meeting @ 7pm – No Workshop
 - 2. Monday March 2nd, 2026 BOS Agenda Mtg @ 6:30pm, BOS Meeting @ 7pm
 - 3. Monday March 9th, 2026 EMS Meeting @ 6pm - Canceled
 - b. Montco 2040 – YMCA Playground Resolution #02172026-02
- 16. Old Business / New Business
- 17. Public Comment
- 18. Adjournment

NEXT MEETING MONDAY MARCH 16TH, 2026 @ 7PM

The meeting of the Douglass Township Board of Supervisors was called to order at 7:05PM. Attending were Chairman Josh Stouch, Vice Chairman Don Bergstresser, Supervisor Sara Carpenter, Solicitor Wendy McKenna, Manager David Thompson, Allison Lee of Pennoni & Associates, Andrew Duncan, Roadmaster Mike Heydt, and approximately 5 residents/developers. A reporter was present.

Mr. Stouch led in the Pledge of Allegiance and read the Public Meeting Policy Announcement.

Mr. Stouch announced that Executive Sessions were held at 9pm on February 9th, 2026 for approximately two hours, February 10th, 2026 at 7am for approximately one hour, and this evening February 17th, 2026 from approximately 6:30pm to 7:00pm involving personnel matters. No decisions or votes were given.

Confidential Personnel Discipline

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to authorize Solicitor McKenna and Manager Thompson to process a Written Reprimand for the confidential personnel discipline matter and file a copy of the reprimand in the employee's personnel file. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of the February 2nd, 2026 Board of Supervisors Meeting, none were given.

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

Mr. Stouch asked if there were any questions, comments, or corrections to the February 17th, 2026 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve February 17th, 2026 Board of Supervisors Agenda as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Public Hearing – Sump Pump Ordinance Amendment 2026-01

Ms. McKenna closed the public BOS Meeting at 7:07pm and opened the public hearing at 7:08pm for an ordinance amending the Douglass Township Code, Chapter 222, Stormwater Management, to provide for the regulation of sump pump and pipe drain discharge, prohibit certain connections to the sanitary sewer system, prohibit non-stormwater discharges and provide for enforcement and penalties. Mr. Duncan and Ms. Lee have worked on amending this ordinance. Exhibits: B1 Minutes of the February 2nd, 2026 Meeting, B2 Legal Notice, B3 Email to the Law Library, B4 Proof of Publication, B5 Ordinance 2026-01. Ms. McKenna asked if there were any questions or comments from the Board of Supervisors or from the public, none were given. Ms. McKenna closed the public hearing at 7:10pm and reopened the regular BOS meeting at 7:10pm. Ms. McKenna advised the Board that this would be the time to enact this ordinance if they choose to do so.

A motion was made by Ms. Carpenter, seconded by Mr. Stouch to approve Ordinance 2026-01 amending Chapter 222, Stormwater Management, to provide for the regulation of sump pump and pipe drain discharge, prohibit certain connections to the sanitary sewer system, prohibit non-stormwater discharges and provide for enforcement and penalties. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Zoning Hearing Update (1675 Swamp Pike) – Ms. McKenna stated that this was a proposed 2-lot Subdivision for two new homes, a variance was requested for relief from the required lot size and side yard setbacks for lot 2. The Board directed Ms. McKenna to write a letter to the Zoning Hearing Board in opposition to the variance. The Zoning Hearing Board denied the variance request at the February 11th, 2026 Zoning Hearing.

Solicitor's Report – Wendy McKenna, Esq.

194 Congo Rd Subdivision Plan Resolution #02172026-01- Ms. McKenna has prepared the Preliminary/Final Plan Resolution and Documents for the Minor Subdivision Plan for Melissa Garris & Zachary Long, consisting of two

lots in the R-2 Zoning District. Lot 1 – proposed new lot consisting of 1.346 gross acre (1.239 net acre) comprised of the existing single-family detached dwelling, a paved parking area, and a driveway off Congo Road; and Lot 2 – for a proposed new lot consisting of 0.822 gross acre (0.757 net acre) consisting of vacant area and an existing shed in the eastern corner, no construction or site improvements are proposed under the application for Preliminary/Final Approval. The P/A recommended approval on January 29th, 2026 contingent on compliance with Pennoni Associates review letter of January 9th, 2026 and MCPC review letter of November 10th, 2025.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to adopt Resolution #02172026-01 for the Preliminary/Final Plan Resolution for the Minor Subdivision Plan for Melissa Garris & Zachary Long. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Solicitation Ordinance Amendment (No Knock) – Request for Advertisement

Ms. McKenna has a revised draft of the solicitation ordinance that basically adds a Do Not Solicit Registry and asked for authorization to advertise for a public hearing either on March 2nd, 2026 or March 16th, 2026.

A motion was made by Mr. Bergstresser, seconded by Mr. Stouch for Authorization to Advertise a Public Hearing for the Solicitation Ordinance Amendment. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Engineering Report – Allison Lee

Zern Tract Phase 2, Escrow Release #19 (\$25,110.40) – Ms. Lee said that a site inspection was performed, and Pennoni Associates recommends the release in the amount of \$25,110.40.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to approve Escrow Release #19 in the amount of \$25,110.40 for Zern Tract Phase 2 as recommended by Pennoni & Associates. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Zern Tract Phase 3, Escrow Release #14 (\$26,456.20) – Ms. Lee said that site inspection was performed, and Pennoni Associates recommends the release in the amount of \$26,456.20.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve Escrow Release #14 in the amount of \$26,456.20 for Zern Tract Phase 3 as recommended by Pennoni & Associates. 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.

Police Department Report

No report

Treasurer's Report – Cynthia O'Donnell

The unpaid bills as of February 17th, 2026 amount to \$262,837.79 and the Gilbertsville Fire & Rescue rent amount is for \$5600.00 and asked for authorization to pay the bills.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize payment in the amount of \$5,600.00 for February 2026 rental to Gilbertsville Fire and Rescue. Bergstresser-Abstain, Stouch-Aye, Carpenter-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to authorize payment of the bills for February 17th, 2026 in the amount of \$262,837.79. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

The Treasurer noted that she will look at budget amendments in March and June.

Emergency Services Report

GF&R January 2026 Report – GF&R had 26 incidents, 19 in Douglass Township, busiest time of day was 12pm to 1pm, average time from dispatch 5 minutes 39 seconds, average personnel per call 9.6. Chief Duncan stated this month volunteers staffed the station through winter storm, personnel were on standby from 6am to 10pm. Fundraising time 5 hours, standby and snow removal 88 hours, training hours 216 hours, and meetings 22 hours. GACAS had 120 calls for service with 56 calls in Douglass Township. Bally Ambulance had 137 calls for service, 5 were in Douglass. Copies of reports are available in the lobby.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to accept the Emergency Service Reports as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Public Works Report – Roadmaster Michael Heydt

Mr. Heydt reported that the road crew salted & plowed roads four times this month, pushed back snow at intersections for visibility, cleaned trucks, repaired some plows and replaced cutting edges, used blower to open some developments and widen roadways, repaired snow chute, cleaned shop, repaired potholes, pushed snow drifts, repaired dirt roads, restocked salt, and cleared the snow from the bridge for safety reasons.

Authorization to sell small equipment – Mr. Heydt asked for authorization to sell an 8'6" Fisher snowplow, 300-gallon fuel tank with pump, 2 chainsaws and weedwhacker for parts, Jumping Jack compactor, and a Whacker plate tamper.

A motion was made by Mr. Bergstresser, seconded by Mr. Stouch to authorize Mr. Heydt to sell the above-mentioned equipment. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Manager's Report – Manager David Thompson

a. Schedule of Meetings:

1. Monday February 23rd, 2026 P/A Meeting @ 7pm (Regional Presentation) – No Workshop until March
2. Monday March 2nd, 2026 BOS Agenda Mtg @ 6:30pm, BOS Meeting @ 7pm
3. Monday March 9th, 2026 ESB Meeting – **Canceled**

b. Montco 2040 – YMCA Playground Resolution #02172026-02 – A resolution authorizing the submission of a grant application for the 2026 round of the MONTCO 2040 Implementation Grant Program for funding of a new playground at YMCA's Early Learning Center at 144 Holly Road, Gilbertville.

Mr. Stouch was concerned with moving the playground to the parking lot area, needing safety barriers, and pending zoning issues. Mr. Ribeiro commented that this grant is a required first step to start the process. Mr. Stouch said there is a cost to municipalities to have the project reviewed and the YMCA should handle those fees. Ms. McKenna and Mr. Thompson felt that a Professional Services Agreement is needed. Mr. Ribeiro said an agreement would have to be signed by March 2nd, 2026 since that is the application due date. Mr. Stouch said the Solicitor has not gone over this Resolution, we could hold a special meeting. The YMCA must come back with approval for a Professional Services Agreement and set up an escrow account for \$2500.00.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser for authorization to advertise a Special Meeting on February 23rd, 2026 at 6:30pm. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Old Business/New Business

No old business/new business was given.

Public Comment

No public comment was given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 7:55pm. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be Monday March 16th, 2026 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler