



Douglas Township, Montgomery County

1320 EAST PHILADELPHIA AVENUE • P.O. BOX 297 • GILBERTSVILLE, PENNSYLVANIA 19525-0297
PHONE 610-367-6062 • FAX 610-367-7124
www.douglasstownship.org

AGENDA – September 21st, 2026

1. Call to Order
2. Pledge of Allegiance
3. Public Meeting Policy Announcement
4. Executive Session
5. Minutes of September 8th, 2026 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for September 21st, 2026 – additions, corrections, motion for approval.
6. Solicitor's Report – Wendy McKenna
 - a. Resolution 09212026-02 – Madison Walk Final Plan Approval
7. Engineering Report – Khal Hassan
8. Police Department Report – Chief Robert Evans
 - a. Monthly Report
9. Treasurers Report – David Thompson
 - a. Authorization to pay the bills (BOS Approval Required)
 - b. Annual PMRS MMO (Uniform Pension & Non-Uniform Pension)
 - c. Appointment of Treasurer – Kelly Faith
10. Zoning & Code Enforcement Report – Andrew Duncan
11. 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
 - d. Ordinance Amendment 2024-01 – add Boyertown Ambulance to ESB
 - e. Fire Police Requests – Bally Halloween & Boyertown Halloween Parades
12. Public Works Report – Roadmaster Michael Heydt

13. Manager's Report – Manager David Thompson
 - a. Schedule of Meetings
 1. Monday September 28th, 2026 P/A Meeting @ 7pm, No Workshop
 2. Monday October 5th, 2026 BOS Meeting 7pm, Agenda Mtg @ 6:00pm
 3. Monday October 12th, 2026 ESB Meeting @ 6pm
 4. Zoning Hearings October 14th, 2026
14. Old Business / New Business
15. Public Comment
16. Adjournment

NEXT MEETING TUESDAY OCTOBER 5TH, 2026 @ 7PM
(Meeting to be held at the Gilbertsville Fire Company)

The meeting of the Douglass Township Board of Supervisors was called to order at 7:02 PM. Attending was Vice Chairman Don Bergstresser, Supervisor Sara Carpenter, Solicitor Wendy McKenna, Manager David Thompson, Khal Hassan of Pennoni & Associates, Chief Robert Evans, Andrew Duncan, Kelly Faith, McKenna Powanda, Michael Heydt and approximately 9 residents/developers. A reporter was in attendance.

Mr. Bergstresser led in the Pledge of Allegiance and read the Public Meeting Policy Announcement and announced that there was no Executive Session held this evening.

Mr. Bergstresser asked if there were any additions, corrections, or comments to the minutes of the September 8th, 2026 Board of Supervisors Meeting, none were given.

A motion was made by Ms. Carpenter, seconded by Mr. Bergstresser to approve the minutes of the September 8th, 2026 Board of Supervisors Meeting as presented. Bergstresser-Aye, Carpenter-Aye. Motion passed.

Mr. Bergstresser asked if there were any additions, corrections, or comments to the September 21st, 2026 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Bergstresser, seconded by Ms. Carpenter to approve the September 21st, 2026 Board of Supervisors Agenda as presented. Bergstresser-Aye, Carpenter-Aye. Motion passed.

Solicitor's Report – Wendy McKenna, Esq.

Resolution 09212026-02 – Madison Walk Final Plan Approval – this is tabled so the developer can review the documents. This is to be added to the October 5th, 2026 Board of Supervisors Meeting.

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

Engineering Report – Khal Hassan

There are 3 signed copies of the County Line Road Bridge Bid Documents to be reviewed and signed by the Township. Mr. Hassan hopes to schedule a pre-construction meeting next week.

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

Police Department Report – Chief Robert Evans

August Statistics – 814 calls for service, 6 reportable accidents, 8 non-reportable accidents, 160 traffic enforcement/vehicle stops, 107 traffic citations, 10 criminal investigations, 102 investigation supplements, 4 search warrants, 4 criminal arrest, and 4 non-traffic citations. Officer Clemko received certification as a Red Dot Instructor. Officer Clemko is one of our Department Firearms Instructors. Corporal Ziegler attended DUI Checkpoint refresher class. Reminder that National Take Back Initiative Event is scheduled for Saturday October 24th, 2026, from 10am to 2pm. Detective Delaney will be available at our police station to collect all unwanted and expired medications. Our department attended Camp Sunny Day that was hosted by PSP Troop L-Reading. Camp Sunny Day was created in 2016 as a way to promote good relations between police and children/adults of special needs. This event was held Saturday August 29th, 2026 at Camp Manatawny in Douglassville, PA. our department was represented by corporals Brent Ziegler and Mark Dykie. We thank them for the invite and look forward to attending in the future.

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

Treasurer's Report – David Thompson

The unpaid bills as of September 21st, 2026 amount to \$428,530.51 excluding GF&R releases. Mr. Thompson included the payment of the PARRC Membership that is for grant writing.

A motion was made by Ms. Carpenter, seconded by Mr. Bergstresser to approve the unpaid bills for September 21st, 2026 in the amount of \$428,530.51 excluding GF&R payments. Bergstresser-Aye, Carpenter-Aye. Motion passed.

Annual PMRS MMO (Uniform Pension & Non-Uniform Pension) – Mr. Thompson stated that Ms. Faith and Ms. Mauger did a great job getting this information together. Ms. Faith stated that YTD salaries and time off calculations were used for the MMO's.

A motion was made by Mr. Bergstresser, seconded by Ms. Carpenter to approve the Annual PMRS MMO for the Uniform Pension & Non-Uniform Pension as presented by the Treasurer. Bergstresser-Aye, Carpenter-Aye. Motion passed.

Appointment of Treasurer – Mr. Thompson asked the Board to appoint Kelly Faith as the new Township Treasurer.

A motion was made by Mr. Bergstresser, seconded by Ms. Carpenter to appoint Kelly Faith as the Township Treasurer. Bergstresser-Aye, Carpenter-Aye. Motion passed.

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

Zoning & Code Enforcement Report - Andrew Duncan

August 2026 Statistics – 51 permits issued, 74 inspections completed, 6 pending violations, and 2 violations in August 2026. MS4 Stormwater Inspections: 7 basin inspections completed.

A motion was made by Mr. Bergstresser, seconded by Ms. Carpenter to accept the Zoning & Code Enforcement Report as presented. Bergstresser-Aye, Carpenter-Aye. Motion passed.

Emergency Services Report

GF&R – for the month of August there were 23 incidents, 16 in Douglass. Busiest time of day was 4pm to 8pm, average time of arrival was 6 minutes and 30 seconds, average personnel per call was 7, 7.5 hours of training, 3 hours for meetings, 4 hours for events. Training – engineers night/equipment checks, water rescue emergency response, vehicle rescue training.

GACAS Chief Eric Biddle – 149 calls for service (51 in Douglass, 36 in New Hanover, 19 in Upper Pottsgrove, 26 other Montco, and 17 in Berks County). Bally Ambulance – 148 calls for service, 5 in Douglass.

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

Ordinance Amendment 2024-01 – Mr. Thompson stated that we would like to amend the ordinance adding Boyertown Ambulance to the ESB as a non-voting member.

A motion was made by Mr. Bergstresser, seconded by Ms. Carpenter to authorize the Solicitor to amend ordinance 2024-01 to add Boyertown Ambulance to the ESB as a non-voting member. Bergstresser-Aye, Carpenter-Aye. Motion passed.

Fire Police Requests (Bally Halloween & Boyertown Halloween Parades) – approval is needed for Fire Police assistance at the Bally Halloween & Boyertown Halloween Parades.

A motion was made by Mr. Bergstresser, seconded by Ms. Carpenter to authorize Fire Police Assistance for the Bally Halloween and Boyertown Halloween Parades. Bergstresser-Aye, Carpenter-Aye. Motion passed.

Public Works Report-Roadmaster Michael Heydt

Road Projects: Buchert Road was Tar & Chipped, edges were sealed on Specht Road & Congo-Niantic. Roadside mowing was performed, weed whacked bridges, repaired roads after heavy rains, milled bad areas on Third Ave & Swinehart Road, repaired ditch along Swinehart Road, repaired potholes on dirt roads, replaced & repaired street signs, milled & repaired potholes on Green Hill Road, and trimmed some areas to see road signs. Stormwater Maintenance was performed on Estate Road & Montgomery Ave. Used dirt & gravel road grant to repair Weller Road. Cleaned inlets in shop area, Smith Road, and 6th Street. Performed maintenance to equipment and highway building area.

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

Manager's Report – Manager David Thompson

a. Schedule of Meetings:

1. Monday September 28th, 2026 P/A Meeting @ 7pm – No Workshop
2. Monday October 5th, 2026 BOS Meeting 7pm, Agenda Mtg @ 6pm to be held at GF&R
3. Monday October 12th, 2026 ESB Meeting @ 6pm
4. Zoning Hearings (3): Wednesday October 14th, 2026 beginning at 5:30pm

Mr. Thompson announced that there is a vacancy on the Planning Agency, anyone interested should email a letter of interest to Manager Thompson by October 5th, 2026.

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

Old Business/New Business

No old business or new business was given.

Public Comment

No public comment was given.

A motion was made by Mr. Bergstresser, seconded by Ms. Carpenter to adjourn the meeting at 7:30pm. Bergstresser-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be Monday October 5th, 2026 @ 7 pm held at Gilbertsville Fire & Rescue.

Respectfully submitted by,
Marcy Meitzler