

The meeting of the Douglass Township Board of Supervisors was called to order at 7:04 P.M. Attending were Chairman Tony Kuklinski, Vice-Chairman Fred Ziegler, Supervisor Alan Keiser, Solicitor Robert Brant, Josh Hagadorn from Gilmore & Associates, Bob Dries, Andy Duncan, Cpl. Steffie, Pete Hiryak, Mike Heydt, Cynthia O'Donnell and approximately 22 residents/developers.

Mr. Kuklinski led us in the pledge of allegiance. Mr. Kuklinski asked if there were any changes, corrections, or comments on the minutes of August 15th, 2016 Board of Supervisors Meeting, no comments, changes, or corrections were given.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to approve the minutes of August 15th, 2016 Board of Supervisors Meeting. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Mr. Kuklinski asked if there were any changes, additions, or corrections to the September 19th, 2016 Agenda, no changes were given.

A motion was made by Mr. Keiser, seconded by Mr. Ziegler to approve the Agenda of September 19th, 2016 as presented. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Mr. Brant announced that there was an Executive Session on August 20th, 2016 involving Personnel & threatened litigation matters regarding the Trash Contract and there was an Executive Session on September 19th, 2016 from 6:00pm to 6:30pm involving personnel matters, no action was taken at either Executive Session.

Public Hearing – Mr. Brant announced that the public hearing is for proposed Ordinance 2016-04 amending the Douglass Township Zoning Ordinance to define the term “Building Coverage”, amend the definition of “Accessory Building” and allow for increased building coverage in the R-2 residential zoning district. Mr. Brant stated that the documented evidence is the P/A 8/11/16 Minutes, BOS Authorization to Advertise 8/15/16, Legal Notice 8/3/16, Law Library copy, MCPC Review Letter, Proof of Publication for 8/26/16 & 9/2/16, and the proposed ordinance. This was suggested by the Code Department to make it easier for certain properties to add accessory buildings and additional coverage. Mr. Dries stated that the new development (Douglass Estates) was maxed out almost immediately in the allowed coverage designed by the engineer for the plans. Mr. Brant stated that this amendment adds a definition for “Building Coverage” and a definition of “Accessory Buildings” and also allows increased building coverage which must meet current storm water management compliance. Mr. Sell stated that he thought the reason for zoning is to control runoff water, Mr. Dries stated that the zoning department doesn't see the additional coverage allowance as a runoff problem because each property will be looked at individually on a case to case basis, you cannot direct water onto someone's property or increase impervious coverage. There was discussion of impervious vs pervious coverage from residents of the Douglass Estates Development including Mr. Hoare of Rinox Paving Stones insisted that his companies pavers were a 100% imperviable product, water goes back into the ground. Mr. Brant stated that this Board is interested in this Ordinance and any testimony involving this ordinance. Mr. Kuklinski asked for a brief recess at 7:25 to talk with Mr. Dries, Mr. Hagadorn, and the Manager, the meeting reconvened at 7:28pm. Mr. Hagadorn stated that these pavers must be installed properly and need to be vacuumed yearly to prevent clogs, they will affect building coverage and coverage over 1000 sq. ft. triggers Storm Water Management, Mr. Dries added that if a storm water management review is required you would need an escrow fee for the engineer to review. No other comments were given. Mr. Brant closed the public hearing at 7:32.

A motion was made by Mr. Keiser, seconded by Mr. Ziegler to adopt Ordinance 2016-04 amending the Douglass Township Zoning Ordinance to define the term “Building Coverage” and amend the definition of “Accessory Building” and allow for increased building coverage in the R-2 Residential Zoning District. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Gilbertsville Ambulance Report – Colleen Haines

For the month of August 2016 GACAS handled 114 calls for service: 8 Boyertown, 8 Colebrookdale, 49 Douglass, 3 Earl, 23 New Hanover, 8 Pottstown, 7 Upper Pottsgrove, 1 Bechtelsville, 6 Upper Frederick, and 1 Washington Twp. Transports 75, 12 refusals, 11 no patient found, 16 cancellations, 2 no treatment required, 1 expired on scene, and 1 transported by POV. 78 ALS calls dispatched, 36 BLS calls dispatched. Admission Summary Report: Lehigh 4, 2 Phoenixville, 61 Pottstown, 4 Reading Hospital. 2016 calls to date: 974, Truck 332-2 has 30 responses with mileage of 476, Truck 332-4 has 29 responses with mileage of 427, 332-1 has 54 responses with mileage of 963 miles. Cornerstone – Deposits for August 2016 \$26,410.94. Office of State Fire Commissioner's Grant – Deposit to our account 8/2/16 \$7,201.70. Grant closed out/paperwork submitted 9/1/16. Applying for 2016-2017 Grant/Debt Reduction. Bike Night August 2016 – Received \$1,000 donation, no problems at function went smoothly. No questions were asked.

A motion was made by Mr. Ziegler, seconded by Mr. Kuklinski to accept the GACAS Report as given. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Fire & Rescue Report – Chief Ricky Smith

August 2016 calls for service (19): 2 fire alarms/CO2 alarms, 2 brush/trash fires, 5 fire alarms/CO2 alarms, 2 vehicle accidents, 3 investigations, 3 fire police, 2 assist to other departments. Assisted the police at their traffic safety check point, completed the Tanker Water Supply Course, and attended the Shepherd of the Hills Boy Scout safety training and Community Day. 1 firefighter injury – head injury when a piece of fire appliance came loose and hit a member on the head. He was transported to PPMC for evaluation, he is fine. No questions were given. Fire Marshal Report: Chief Smith reported that on August 18 & 19 he investigated a fire at 560 Congo Road along with the PSP Fire Marshal and the Montgomery County fire investigator. The cause was ruled accidental. The fire loss was approximately \$430,000, 18 fire companies along with 2 ambulance squads responded to the call. Approximately 37,500 gallons of water was used to put out the fire (3hours). On August 31 Chief Smith was called to investigate a possible hazardous odor at 142 Montgomery Ave by the Douglass Township Police, cause was undetermined (1hour). No questions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Ziegler to accept the Fire & Rescue Report & Fire Marshal Report as given. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Gilbertsville No. 1 Report – Wannita Kollar

No report given.

Police Department Report – Cpl. Brian Steffie

Cpl. Steffie announced that Chief Templin will not be here tonight due to a minor medical issue and I will be giving his monthly report this evening. Statistics for August 2016: 384 incidents reported, 9 reportable accidents, 16 non-reportable, 17 criminal investigations, 10 criminal arrests (43% clearance rate), 178 traffic citations, 37 non-traffic citations, 1 parking ticket. Monies received by the Township \$4,881.71. On August 20th, 2016 Bike Night was held and there were no problems to report. I want to publicly thank our Emergency Operations Manager, Andrew Duncan, for putting a great plan of action together. On August 30th, 2016 Boyertown Area Senior High School student, Kaleb Miller, started his internship with our police department. This is a new program started by the Boyertown Area School District that will also allow Kaleb to earn class credits towards his high school diploma. Kaleb will be with our police department approximately two (2) hours a day running through December. On 8/31/16 we teamed up with the New Hanover Chiropractic at our local Wawa for their Annual Thank-you to Motorists for Buckling up Program. Prizes, t-shirts, coupons, and seatbelt literature were handed out to motorists as they stop in Wawa. This program was also ran in conjunction with the Wawa in New Hanover Township and North Coventry Township. On September 11th, 2016 we attended the Boyertown Alumni Marching Unit's First Responders Honor Ceremony & 911 Tribute at the Boyertown Jr. High West

Center. On September 13th, 2016 Chief Templin and Township Manager, Pete Hiryak attended the Boyertown Area School District's Walkability Audit Exploration meeting. Many topics of interests were discussed based on concerns that Mr. Burns had raised. The meeting was very productive and Boyertown Area School District Assistant Superintendent, Robert Scoboria, will keep us all apprised of any updates as we move forward. Just as a reminder, we have teamed up with Gilbertsville Fire & Rescue and Gilbertsville Area Community Ambulance Service to put on our Child Safety Seat Check event scheduled for September 25th, 2016 between 1400-1600 hours. A grant was received for this Cpl. Steffie thanked Chief Smith, Andy Duncan, and Ambulance Crew for their help with this event. Officers will be out the next 2 weeks checking that seats are installed properly. We will once again be participating in the Drug Enforcement Agency's National Take Back Initiative XII scheduled for October 22, 2016 1000-1400 hours. Our drop off site will be here at The Douglass Township Municipal Building. No questions were given.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to accept the Police Report as presented. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Engineer's Report – Josh Hagadorn, Gilmore & Associates

Douglass Estates Phase I – Escrow Release Request #5 – was tabled from last meeting. Mr. Hagadorn asked the Board for approval of Escrow Release Request #5 for Douglass Estates Phase I in the amount of \$163,820.63. The amount remaining in the Letter of Credit will be \$215,014.72.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve Escrow Release Request #5 for Douglass Estates Phase I in the amount of \$163,820.63 as recommended by the Engineering Consultant Gilmore & Associates, the amount remaining in the Letter of Credit will be \$215,014.72. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Douglass Estates II & III – Escrow Release Request #2 – was tabled from last meeting. Mr. Hagadorn asked the Board for approval of Escrow Release Request #2 for Douglass Estates Phase II & III in the amount of \$2,117.23. The amount remaining amount in the Letter of Credit is \$767,392.49.

The Manager stated that the outstanding fees have been paid, Mr. Kuklinski stated that we are currently addressing the road issues through Douglass Estates and next week the road will be improved, the manhole covers will be addressed as well as other suggestions. Mr. Hagadorn stated that Gilmore Inspectors will be inspecting the conditions.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve Escrow Release Request #2 for Douglass Estates Phase II & III in the amount of \$2,117.23 recommended by the Engineering Consultant Gilmore & Associates, the remaining amount in the Letter of Credit is \$767,392.49. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Cobblestone Crossing Phase III – Roadway Dedication Punchlist. The punchlist was given to the builder, a lot of work has to be done before dedication is approved, the developer asked for dedication in the fall. The Manager recommended to table the dedication of Cobblestone Crossing Phase III in order to have the repair issues completed with inspections for a possible spring dedication. Mr. Brant agreed with this suggestion. The manager also stated that the residents have retention basin concerns and we want to make sure the basins are correct, Mr. Hagadorn stated that these basins are considered wet ponds approved by the conservation district, this was deviated from the original plans, and was approved with the wet ponds revision, the HOA will have to sign off on the plans. Mr. Kuklinski tabled the Roadway Dedication Request in order to address the punchlist issues and wet pond/basin concerns to make sure everything is in working order and take this winter to evaluate the situation so when the roads are dedicated and turned over to the Township in the spring everything is working. A resident asked if a fence is needed around the wet basins because of the children, Mr. Kuklinski stated that we will also look at that issue. The residents of Douglass Estates were not aware they had a HOA. No other questions were given.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to accept the Engineer's Report as presented. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Solicitor's Report – Robert Brant

Property Maintenance Amendment Ordinance 2016-05 Penalty Language – Mr. Brant stated that Authorization to Advertise is required to advertise a public hearing for the proposed amendment that will Be amended to include penalty language for non-compliance with the Property Maintenance Ordinance.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser for authorization for Mr. Brant to advertise a public hearing on the Proposed Property Maintenance Amendment Ordinance 2016-05, amended to include penalty language for non-compliance with the Property Maintenance Ordinance. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Paper Mill & Henry Road Bridges Turnback Agreement – Mr. Brant stated that the agreements have been reviewed with one modification. Approval is required by the Board. Mr. Kuklinski asked, what is the life span of these re-constructed bridges, the manager replied that the County has stated that the expected life span is projected from 75-100 years with yearly maintenance, Mr. Hagadorn from G&A agreed that 75-100 years was accurate. A resident asked if there will be weight limits on these bridges, the manager replied that Paper Mill Road Bridge will have no limit because it is a complete re-construction, we will wait until Henry Road Bridge is completed before it is decided if there should be a weight limit. Mr. Sell asked if the Road Closed signs on Henry Road and Niantic Road could be moved back in order to make the turns, the manager stated that Mr. Heydt will look into it. No other questions were given.

A motion was made by Mr. Ziegler, seconded by Mr. Keiser to approve the Turnback Agreement for the maintenance of the Paper Mill Road Bridge and the Henry Road Bridge. Keiser-Aye, Kuklinski-Aye, Ziegler-Aye. Motion passed.

Applications which are pending but inactive:

Danny Jake – Hallowell inactive 2 years

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to accept the Solicitor's Report. Keiser-Aye, Kuklinski-Aye, Ziegler -Aye. Motion passed.

ESB and Recycling Department Report – Andrew Duncan

ESB – Mr. Duncan stated that Ms. Colleen Haines newly appointed Deputy Chief/Paramedic for GACAS attended the ESB meeting. There will be a Child Safety Seat Event at the Gilbertsville Fire Company on Sunday, September 25th from 2pm-6pm.

Month of September 2016: Mr. Duncan stated that the Leaf Collection Program starts on Monday October 17th and will end on Friday, December 2nd, 2016. Leaves will not be collected on Thursday November 24th or Friday November 25th because of the Thanksgiving Holiday. Tub grinding has been completed by Hopewell Trucking and Landscaping. We have wood mulch and leaf mulch now available. The Trash Contract has been placed out to bid as advertised in the Pottstown Mercury. Bids will be due before October 10th, 2016 at 10:00am. The Township Staff will then review any and all bids with the intent to award a bid on October 17th, 2016 at the regularly scheduled Board of Supervisors meeting. For our seventh consecutive year we have received the Pennsylvania Waste Watcher Award from the Professional Recyclers of Pennsylvania. This year they focused on our electronics recycling program and praised us for still being able to provide an electronics recycling program when most other municipalities in the state are not. I received work that Pennsylvania quite possibly will no longer be offering 902 recycling grants and 904 recycling grants due to insufficient funding moving forward in the future. The renewal of this grant funding should be in 2020. I would strongly encourage that the Township draft a letter to our State Representative requesting that she support the renewal of this funding for recycling, Mr.

Kuklinski suggested to put a blank letter on the Township Website so the residents can write a letter to Representative Toepel. 904 recycling grant is due on September 30, 2016. As soon as I receive our recycling tonnage numbers back from the treasurer, I can get that completed and submitted. Mr. Ziegler excused himself from the meeting. There was a liquid leak from an Advanced Disposal trash truck that made a mess throughout the Township, they had to come back and pressure wash our streets, PADEP is following up with inspecting ADS trucks. Mr. Duncan stated that he has reviewed the trash collection surveys and online surveys that have been received, he has responded to any questions that were asked on the surveys and the majority of responses like the trash program but would like every week recycling collection. The manager asked Mr. Brant if it was necessary to ratify that the trash/recycling collection has been advertised for bids, Mr. Brant replied that the Board should make a motion to ratify the bid process. No other questions were given.

Mr. Kuklinski announced that at approximately 8:05pm Mr. Ziegler excused himself from the meeting due to a previous engagement.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve the Trash/Recycling Collection bid package. Keiser-Aye, Kuklinski-Aye. Motion passed.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to accept the ESB Report and the Recycling Report as presented. Keiser-Aye, Kuklinski-Aye. Motion passed.

Highway Report – Mike Heydt

The road crew performed roadside mowing, preparing for 20 miles of road to be re-lined, and this week we are assisting New Hanover in paving some streets. Mr. Kuklinski reminded Mr. Heydt to finish edges on Congo Road near the Yarnall Farm and the manager added to finish edges on Grosser Road to complete the projects. Mr. Heydt stated that he will finish the edges. No questions were given.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to accept the Highway Report as presented. Keiser-Aye, Kuklinski-Aye. Motion passed.

Treasurer's Report – Cynthia O'Donnell

The total bills to be paid for September 2016 amount to \$270,431.31, Bechtelsville Asphalt and Reid Paving was a big part of this amount for road construction costs. The Township received 75% reimbursement for the Jonas Storm damage in the amount of \$37,896.00, approximately \$17,000 will be put back into the General Fund and the balance will go into the State Aid Fund. The Treasurer gave the Board the 2017 Budget Calendar for review and she presented the Board members with the Non-uniform Pension MMO in the amount of \$113,759.00 and the Uniform Pension MMO in the amount of \$245,726.00 based on payroll, signatures are needed from each Board member. Mr. Brumwell asked if the public can attend the budget meetings, Mr. Kuklinski stated that it is open to the public as the budget is being discussed and dates will be advertised, then we bring it to the Board of Supervisors Meeting. No other question or comments were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize payment of the bills for September 2016. Keiser-Aye, Kuklinski-Aye. Motion passed.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to accept the Treasurer's Report as given. Keiser-Aye, Kuklinski-Aye. Motion passed.

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings as follows: Monday, October 3rd, 2016 ESB @ 6pm, BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm. Thursday October 13th P/A Meeting @ 7pm, Act 209 Workshop to be scheduled.

2. Zern Tract Plan Review Extension Request for 60 days and staff meeting request – The P/A recommended approval, to the Board of Supervisors, of a 60 day Plan Review Extension Request and Staff Meeting for the Zern Tract. The Board’s approval is required.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve a 60 day Plan Review Extension Request for the Zern Tract and a Staff Meeting on the condition that the Developer be responsible for all costs involving the Staff Meeting. Keiser-Aye, Kuklinski-Aye. Motion passed.

3. Graterford Properties Plan Review Extension Request – The P/A recommended, to the Board of Supervisors, an indefinite extension request. Board approval is required.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve, based on the recommendation of the P/A, an indefinite plan review extension request for the Graterford Properties Plan. Keiser-Aye, Kuklinski-Aye. Motion passed.

4. Montco 2040 Parking Lot Grant (\$150,000) – (Agreement to be signed) – The manager stated that Douglass Township was one of seven municipalities to receive the grant, Douglass received the largest grant amount awarded in this program at \$150,000 to improve the parking lot behind the Township office and provide access to Douglass Park, there is one typing error in the agreement that will be corrected, approval of the agreement is needed by the Board. The agreement will be forwarded to the Montgomery County Commissioners in Norristown.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve the Montco 2040 Grant Award Agreement for the improvements to the Douglass Township Parking Lot/Park Area. Keiser-Aye, Kuklinski-Aye. Motion passed.

5. Maggie Dobbs, MCPC – will attend next meeting with P/A updates.

6. PA Emergency Management Agency Certificate Award – The manager stated that for Township Emergency Operation Coordinators to be eligible for this award you are to take 11 classes and 100 hours of training. The manager was informed that very few people meet these requirements and receive this award, it is my pleasure to present the PA Emergency Management Agency Certificate Award to Andrew Duncan. The BOS congratulated Mr. Duncan. No questions were asked.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to accept the Manager’s Report as given. Keiser-Aye, Kuklinski-Aye. Motion passed.

Public Comment

Mr. Brumwell asked about the traffic situation involving the proposed Wynstone Development in New Hanover Township, Mr. Kuklinski stated that he will give an update under Old Business/New Business. Mr. Sell asked if there wasn’t supposed to be an Open Space Meeting tonight, the manager stated that he will send out notices for the next Open Space Meeting. No other comments were given.

Old Business/New Business

Mr. Kuklinski stated that Douglass Township will bear the brunt of the traffic from the proposed Wynstone Development in New Hanover, this is moving through the planning module process at New Hanover. The manager reached out to PennDot to see if any permits or approvals were given and PennDot informed him that no permits and no approvals have been issued by PennDot, it is at a standstill. Mr. Brumwell asked if the Supervisors have to ask to be at the meetings or are they invited, Mr. Kuklinski stated that he and New Hanover Supervisor Agliano went to a meeting about this. Mr. Brumwell commented that traffic is not getting any better and traffic is looking for an alternate route, which is the less traveled back roads. Mr. Kuklinski stated that we have 3 big projects in this area the Route 100 Corridor, BerMont Motors area, and the New Hanover Town Center. Mr. Brumwell stated that the professional staff is telling you what is wrong with it instead of trying to fix it. Mr. Sell added that Developers don’t care about these issues and asked the Board to please stay on it. No other business was given.

A motion was made by Mr. Kuklinski-Aye, seconded by Mr. Keiser to adjourn the meeting at 8:38pm. Keiser-Aye, Kuklinski-Aye. Motion passed.

The next Board of Supervisor’s meeting will be held on Monday, October 3rd, 2016 @ 7:00 pm.

Respectfully submitted by,
Marcy Meitzler