

The meeting of the Douglass Township Board of Supervisors was called to order at 7:08 P.M. Attending were Chairman Tony Kuklinski, Supervisors Alan Keiser and John Stasik Jr., Solicitor Robert Brant, Chief Templin, Pete Hiryak, Mike Heydt, Andrew Duncan, Robert Dries, Cynthia O'Donnell and approximately 27 residents/developers.

Mr. Kuklinski asked Scout Robert Cuthill from Troop 36 lead the pledge of allegiance. Mr. Kuklinski announced that there was an Executive Session involving personnel, GACAS, and other litigation matters, no decisions or votes were given. Mr. Kuklinski asked if there were any changes, corrections, or comments on the minutes of July 17th, 2017 Board of Supervisors Meeting, no comments, changes, or corrections were given.

A motion was made by Mr. Keiser, seconded by Mr. Stasik to approve the minutes of July 17th, 2017 Board of Supervisors Meeting. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Kuklinski asked if there were any questions, comments, or corrections to the August 21st, 2017 Board of Supervisors Agenda, the manager stated that he has corrections to the agenda and he will go over the corrections during his Manager's Report. No other questions, comments, or corrections were given.

A motion was made by Mr. Keiser, seconded by Mr. Stasik to approve the August 21st, 2017 Board of Supervisors Agenda with the corrections given by Mr. Hiryak during the Manager's Report. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Eagle Scout Candidate Robert Cuthill of Troop 36 presented his Eagle Scout Project. Scout Cuthill stated that he and his Troop have built two different types of owl boxes to be installed 10' – 15' high in the trees at the Libor Open Space Property on Congo Road. He has built 6 boxes for the Barn Owl and 6 boxes for the Great Horned Owl. Scout Cuthill explained that owls do not build their own nests and the owl population is declining due to loss of habitat. Mr. Stasik presented Scout Cuthill with a Certificate of Appreciation from the Board of Supervisors.

Gilbertsville Ambulance Report – Garry Schmoltze

July 2017: 133 calls for service. 80 Patients transported, 20 cancellations, 10 no patient found, 18 refusals, 1 no treatment required, 3 DOA, 88 ALS, 45 BLS. Douglass 70, New Hanover 29, Upper Pottsgrove 6, Boyertown 11, Colebrookdale 4, Earl 1, Pottstown 5, Upper Frederick 3, Upper Frederick 3, Bally 2, and West Pottsgrove 1. 2017 calls to date are 813. Admission Summary: Pottstown 57, 11 Lehigh, Phoenixville 6, Reading 4, Paoli 1. Chief Schmoltze stated that they hired 3 full time workers for their crews. Received a \$2500 Grant for ballistic vests, vests cost \$600-\$700 each. Received a \$1000 anonymous donation and Tony Mashintonio donated \$5000. We also received \$900 for safety vests with the help of Andrew Duncan. Mr. Kuklinski stated that they have discussed that financial reports were due from GACAS and all reports have been received so Mr. Kuklinski asked for the GACAS allocation to be released in the amount of \$57,900.00.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik for approval of the allocations from 2016 and 2017 to be released to the Gilbertsville Area Community Ambulance Service. Kuklinski-Aye, Stasik-Aye. Motion passed.

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

Fire & Rescue Report – Chief Rick Smith

Fire Report for July 2017: 1 fire, 1 wire, 1 brush/trash fire, 2 fire alarm/CO2 alarm, 1 EMS assist, 1 vehicle rescue, 3 investigations, 5 fire police, 4 assists to other departments. In July we held fire extinguisher training with Eastern Berks in Washington Township. Mr. Kuklinski asked for the names of all the agencies that assisted at Bike Night, you were all 110% on top of your game and wants letters of appreciation sent out to the

agencies. The Board agreed. No other comments were given. Fire Marshal Report for July, 2017: 7/5/17 Fire investigation at 217 Cross Road (3 hours), 7/11/17 Fire inspection at 429 Hoffmansville Road, Playmation Day Care (1 hour), and 7/24/17 Court Prep & Court Arson and Hazardous burning at 163 Ammon Ave (1-1/2 hours). No questions were asked.

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

Gilbertsville No. 1 Report

No report was given.

Police Department Report – Chief Templin

Statistics for July 2017: 418 incidents reported, 5 reportable accidents, 11 non-reportable, 21 criminal investigations, 6 criminal arrests, 120 traffic citations, 31 non-traffic citations, 4 parking tickets. Police Secretary Allison Bednar submitted a resignation letter to the Board of Supervisors effective August 17th, 2017, acceptance of this resignation is required.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to accept the resignation of Allison Bednar as Police Secretary effective August 17th, 2017. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Chief Templin stated that he received one application for the position by Tamara Forsythe.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to approve the hiring of Tamara Forsythe for Police Secretary at \$15/hour to start part time on 9/5/17 and to start working full time on 9/18/17. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Ms. Orner asked how the police department disposes of the drugs that are collected, Chief Templin stated that we take them to Lower Merion Police Department and they take them to get destroyed. No other questions were given.

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

Engineer's Report – Josh Hagadorn, Gilmore & Associates

Diamond Appaloosa Ranch – Sassamansville Rd, Draft Grading Permit/DEP Regulations – Mr. Hagadorn stated that he recommends a meeting with DEP, the property owners, and Township Staff to go over the remaining debris that is on the property. The Board agreed with Mr. Hagadorn's recommendation for a meeting between DEP, the property owners, Township Staff, and Mr. Aston and also stated that the remaining material need to be managed properly before a Grading Permit is given.

Derr Annexation, 174 Congo Niantic Rd- Mr. Hagadorn stated that the property owners are proposing a lot line change for their three parcels on Congo-Niantic Road which are zoned R-1 Residential/Agricultural. One parcel is a vacant lot, one parcel has a single family house, and one parcel has a single family house and a commercial business. All parcels are pre-existing non-conforming uses because of the commercial business and lot size of the residential homes. The proposed lot line change is for 3 separate lots with three separate deeds consisting of one house on a separate lot, the second house on a separate lot, and the garage on its own lot with the commercial use, this will minimize any existing non-conformity on each parcel. The P/A recommends approval of the annexation and the Zoning Department is in favor of this change bringing each parcel into more conformity with the current zoning requirements. No questions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize the paperwork preparation for the Derr Annexation to make 3 separate deeded lots consisting of 2 lots of one house each in the

residential/agriculture district and one lot with a garage for commercial use. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Stafy Tract, Waivers and Preliminary Plan Approval (recommended by P/A) – Mr. Graf, representing Mikelen, LLC, gave a brief overview of the proposed revised layout for the Stafy Tract and stated that the P/A recommended Waiver Letter & Preliminary Plan Approval to the BOS. There was concern with the snow removal easement waiver and the Roadmaster stated that as long as there is a place to put the snow we are good. Mr. Sell had concerns with no fencing at the basins, Mr. Graf stated that these basins are only 2foot deep and will only have water in them after a rain storm, it drains quickly, Mr. Hagadorn stated that they will put a section of fencing between the cul-de-sac bulb and the basins. No other questions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize the Solicitor a Preliminary Plan Resolution including Waivers for the Stafy Tract. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Cobblestone Crossing III – Bond Reduction No. 5 (\$146,135.55) – G&A found that the escrow release request submittal was reflective of the work performed to date on this project. Mr. Hagadorn recommended the release of Escrow Release No. 5 in the amount of \$146,135.55 leaving the remaining amount of \$68,378.86 in escrow.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve Escrow Release No. 5 for Cobblestone Crossing III, as recommended by the Engineer, in the amount of \$146,135.55 leaving \$68,378.86 remaining in the Escrow Account. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Cobblestone Crossing III – Final Dedication Request Notice – Beazer Homes will be completing the remaining punchlist items by Labor Day Weekend and they would like to schedule a final walk through the week of September 11, 2017 with the goal of having the dedication resolution on the October 2nd, 2017 BOS Agenda. *MS4 Update* – Must be submitted in September 2017 along with a check made out to Commonwealth of Pennsylvania in the amount of \$500.00. The mapping is finished, inlets and culverts are located on the map. No questions were given.

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

Solicitor's Report – Robert Brant

Financing – the required financing documents for the new maintenance building were submitted to the Department of Community and Economic Development in Harrisburg on August 3, 2017. Mr. Brant attended a contractor's meeting on August 15th, 2017 regarding the framing work currently being performed and is not accepted by Township Standards. Township Staff continues to work on a resolution. Mr. Brumwell asked what is happening with the Fire Hall, Mr. Brant replied that he has no further information on it. Mr. Brumwell asked what happened to cause it to close, Mr. Brant stated that is started with a complaint with the PA State Police with the investigation of the small games of chance and liquor license. The liquor license has been kept in safekeeping since June 2017 and the manager is dealing with outstanding bills. The Township doesn't want control of the small games of chance or the liquor license. Mr. Brumwell asked what happened to the property, Mr. Brant said the Township is considered the deeded owner, the Board has authorized me to draft lease agreements between Fire & Rescue and the Township. We have heard nothing from Mr. Markfoski on behalf of Fire Company No. 1 since his last correspondence with my office. Fire & Rescue has assured the Board that the bills will be paid, it is not in the Townships best interest to have legal liability for the social part of the fire company. Mr. Hunter asked if the Social Hall will be open for elections, Mr. Kuklinski replied yes. No other questions were given.

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 Report as given. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Highway Report- Mike Heydt

Buchert Road –the roadcrew installed new guiderail and painted lines on road. The roadcrew performed roadside mowing, cleaned up debris after the storm, repaired potholes, and removed a large tree on Municipal Drive. Mr. Sell asked why did the roadcrew dig a ditch on Henry Road, Mr. Heydt replied that they received a complaint that a resident was getting flooded out in that area. Mr. Sell stated that no one helped him, Mr. Heydt replied that we did dig out that ditch when that happened. Mr. Sell commented that a sign got broken when the roadside mower went through on his road Thursday or Friday and they only mowed one path on Miller and there is no turnaround at the bridge, Mr. Heydt stated that he will look into it. No other comments or questions were given on the highway report.

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

Mr. Dries stated that the drywall sprinkler wall have been installed in the highway office portion of the new building. The contract requests payment No. 3 in the amount of \$198,987.59, Mr. Dries recommended subtracting \$15,000.00 from this amount for work needing to be completed, approval of this amount is needed.

A motion was made by Mr. Stasik, seconded by Mr. Keiser to approve payment #3 for the new maintenance building to Hollenbach Construction, as recommended by Mr. Dries, in the amount of \$192,987.59 contingent upon updated prevailing wage sheet, approved plan & construction schedule for the roof, and proper bracing installed on the roof trusses. Keiser-Aye, Kuklinski-Nay, Stasik-Aye. Motion passed.

Recycling Report – Andrew Duncan

No report given.

ESB Report – Andrew Duncan

Scout Recruit Night will be September 13th at Station 67 and emergency service vehicles will be there for viewing. Mr. Duncan stated that the Emergency Action Plan for Bike Night went flawless, there were no traffic issues. The organization did a good job. Manager Hiryak stated that Emergency Plan was a good addition to the PennDot Road Closure Permit Application. No other comments or questions were given.

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

Treasurer's Report – Cynthia O'Donnell

The Treasurer stated that the total bills to be paid for August 2017 amount to \$238,664.62 and asked for a motion for approval. No questions were given.

A motion was made by Mr. Stasik, seconded by Mr. Keiser for authorization to pay the August 2017 Unpaid Bills in the amount of \$238,664.62. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Ms. O'Donnell stated that she has distributed the 2018 Budget Calendar to the Board of Supervisors for review.

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

Manager's Report - Pete Hiryak

1. The Manager reviewed the upcoming meetings with corrected dates for the 8/21/17 Agenda as follows:
Monday, September 18th, 2017 Open Space @ 6pm (notices will be sent out), BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm. Thursday, September 14th P/A Meeting @ 7pm, no workshop scheduled.

2. Zoning Hearing 8/1/17 - Moyer/Mooney Storage Facility Rt.100/Jackson Road, approved with conditions to hook up to public water/sewer upon completion of Market Street, limit of 8 large parking spaces and design of buildings, buffers & landscaping acceptable to Township P/A & BOS.
3. Danny Jake – Zern Tract Staff Meeting Request to include F&R regarding public waterline location,(BOS approval required) – the Board authorized the scheduling of a Staff Meeting between Township Staff, Zern Tract representatives and F&R concerning the public waterline location.

Mr. Hiryak stated that the Boyertown Rotary Club's 7th Annual Run will be on October 7th, 2017 involving sections of Rhoads Ave, Swinehart Road, and Second Street in Douglass Township. Emergency Service Personnel will be notified, but help is not required for this event. No questions or comments were given.

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

Public Comment

Mr. Sell informed the BOS and public that Mr. Romig, Chairman of the Open Space/Recreation Committee, is recovering at home after suffering a heart attack. Everyone wished Mr. Romig a speedy recovery. No other comments were given.

Old Business/New Business

None given.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to adjourn the meeting at 8:07pm. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

The next Board of Supervisor's meeting will be held on Monday, September 18th, 2017 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler