

The meeting of the Douglass Township Board of Supervisors was called to order at 7:05 P.M. Attending were Chairman Anthony Kuklinski, Vice Chairman Alan Keiser, Supervisor John Stasik, Solicitor Robert Brant, Josh Hagadorn, Mike Heydt, Andy Duncan, Bob Dries, Peter Hiryak, and 26 residents/developers.

Mr. Kuklinski led us in the Pledge of Allegiance. A moment of silence was given for the victims and families affected by the shootings in Los Vegas Nevada. Mr. Kuklinski announced that an Executive Session was held this evening involving personnel issues, no decisions or votes were taken.

Mr. Kuklinski asked if there were any additions, corrections to the minutes of the September 18<sup>th</sup>, 2017 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Keiser, seconded by Mr. Stasik to approve the minutes of September 18<sup>th</sup>, 2017 Board of Supervisors Meeting. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Kuklinski asked if there were any additions, changes, or corrections to the October 2<sup>nd</sup>, 2017 Board of Supervisors Agenda, Mr. Hiryak stated that under the Manager's Report it should read Solicitation Permits not Solicitor Permits, no other corrections or changes were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve the October 2<sup>nd</sup>, 2017 Board of Supervisor Agenda with the correction that it should read Solicitation Permits, not Solicitor Permits under the Manager's Report. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

**ESB Report – Andrew Duncan**

Mr. Duncan announced that Fire & Rescue has a new accounting firm handling their books. New radios have been received. The Gilbertsville Ambulance Service has received new computers and they have hired three fulltime paramedics and four additional paramedics to their staff. Mr. Duncan announced that he participated in a Round Table event consisting of five Counties to discuss a Debris Management Plan. No questions were given.

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

**Engineers Report – Josh Hagadorn**

Mr. Hagadorn stated that he attended a walk through, in the Cobblestone Crossing Phase III Development, along with Township Staff and representatives from Beazer Homes. Mr. Hagadorn stated that all items were corrected. Mr. Brant stated that a Resolution is needed for the Dedication of Roads to the Township before the end of October in order for the Township to get Liquid Fuels funding for maintenance of these roads and asked that Solicitor Howard Brown and Mr. Steve Mansfield record the Dedication of Roads at the courthouse along with the paperwork pertaining to these dedication of roads. Mr. Frantz asked Mr. Hagadorn if all the all the driveways meet the required specifications. Mr. Hagadorn stated that everything meets the specifications for dedication in the development.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve Resolution #10022017-02 for the Dedication of Roads for the Cobblestone Crossing III Development (Beazer Homes) and to have the Developer record the Resolution with attachments with the Recorder of Deeds. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

*Gilbertsville Veterinary Hospital Expansion* - Mr. Hagadorn stated that he has reviewed the latest plans and recommends Final Plan Approval. Mr. Brant stated that the representatives for the Gilbertsville Veterinary Hospital Expansion Plan should go back to the P/A for their recommendation to the Board of Supervisors, in the meantime authorization is needed for the Solicitor to prepare a Final Plan Resolution for the Gilbertsville Veterinary Hospital Expansion.

A motion was made by Mr. Kuklinski, seconded by Mr. Stasik to authorize Solicitor Brant to prepare a Final Plan Resolution for the Gilbertsville Veterinary Hospital Expansion. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Kuklinski asked if there were any questions for Mr. Hagadorn, Mr. Brumwell commented that Middle Creek Road still floods, Mr. Hagadorn replied that at the last meeting Mr. Heydt accurately explained the situation and asked Mr. Heydt to explain again. Mr. Heydt stated that the inlets are not capable of handling the water at this time because they are not at final grade yet, Mr. Hagadorn added that if there is an issue after final paving has been completed then we will discuss it. Mr. Dries said the Gibson Development is still under construction and the roads won't be completed until construction is finished and then the inlets and roads will be at the proper grades, Mr. Hagadorn added that you do not put your final wearing course on the roads until all sidewalks and construction are completed in the development.

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

#### **Solicitor's Report – Mr. Robert Brant**

*Derr – Congo Niantic Road, Annexation Plans* – Mr. Brant gave a brief overview of the Annexation Plan Resolution stating that the owner wishes to make a lot line revision creating three independent lots each having a more conforming use than presently exists now.

A motion was made by Mr. Stasik, seconded by Mr. Keiser to approve the Annexation Plan Resolution #10022017-01, for the Derr properties. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed. No questions were given on the Solicitor's Report.

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

#### **Manager's Report – Peter Hiryak**

1. Schedule of Meetings:
  - a. Thursday October 12<sup>th</sup> P/A meeting @ 7pm, Landscape Workshop @ 6pm, Monday October 16<sup>th</sup> Open Space/Rec Committee @ 6pm, BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
2. Right-To-Know Requests – Police Department – the manager stated that he is signing the Right-to-Know Requests for the Police Department and asked the Board to have the Police

Department sign for their Right-to-Know Requests since the new secretary is certified and trained for police department R-T-K releases.

A motion was made by Mr. Kuklinski to authorize Police Secretary Tamara Forsyth to sign the Police Department Right-to-Know Requests, seconded by Mr. Stasik. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

3. Solicitation Permits – the manager stated that the Administration Office currently handles the solicitation permits and asked for authorization by the Board to have the Police Department handle the solicitation permits since they can run background checks and driver license checks on the applicants and the police are currently enforcing the permits.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize the police department to handle the solicitation permits for Douglass Township.

4. Open Space/Rec Committee Appointment – the manager stated that there is a resident, Charles Rick, interested in being appointed to the Open Space/Rec Committee, Mr. Kuklinski thanked Mr. Rick for his interest in the committee however asked to table this for the reorganization meeting in January 2018 when the yearly appointments are made.
5. Highway Building Payment Release #4 in the amount of \$93,679.05 – the manager stated that release #4 to Hollenbach Construction Company in the amount of \$93,679.05, is pending until further review of sub-contractor payroll information. The Board asked to table this decision until the October 16<sup>th</sup> BOS Meeting.
6. 2018 Budget Meeting Dates: Tuesday 10/24, Friday 10/27, Tuesday 10/31, Wednesday 11/1, and if necessary Friday 11/3 times will be 3pm-5pm. The manager asked for authorization to advertise.

A motion was made by Mr. Stasik, seconded by Mr. Keiser for authorization to advertise the 2018 Budget Meeting dates. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Mr. Sell asked if payment #3 was released, the manager replied that the construction company supplied the necessary payroll information that was needed and the roof work was completed therefore payment #3 was released last week. Mr. Dries updated the construction progress stating that the highway office side is being heavily worked on, the metal ceiling in the sign storage area is being installed, framing has been corrected, half the sprinkler system has been roughed in, garage doors will be installed on Wednesday, and we now have water. Mr. Dries commented that he attends construction meetings every Tuesday with the contractor, subcontractor department heads, Mr. Stasik, and the Manager. The Manager asked Mr. Dries about the Upper Pottsgrove building that has been in the paper recently, Mr. Dries said he doesn't know where they got the plans for their building but they are trying to compare it to our building but it is not the same, we are not to be compared it is a different building. Mr. Kuklinski added that Mr. Heydt and the roadcrew put in a lot of their time to prepare the site and put the lines in. Mr. Dries stated that only two people came to him to see the building plans and was very glad that Mr. Sell was one of them, Mr. Sell knows what is involved with this because he is a retired construction worker. No other questions were given.

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

Public Comment

The banquet manager from the social hall stated that she is having trouble contacting the president of the social side to get refunds for the people that have booked the hall, Manager Hiryak stated that she should get him the information and he will contact Ms. Kollar. Mr. Warnick apologized for not being able to mow the open space properties in a timely fashion due to wet weather, however he also mows the BMMA field and complained about the Roadmaster getting involved with the BMMA property mowing, hopefully this was just a misunderstanding. Mr. Kuklinski stated that we will not address a personnel issue in a public forum and asked Mr. Warnick to contact the Manager about it. No other comments were given.

Old Business/New Business

No old business or new business was given.

A motion was made to adjourn the meeting at 7:35pm by Mr. Stasik, seconded by Mr. Keiser. Keiser-Aye, Kuklinski-Aye, Stasik-Aye. Motion passed.

Respectfully submitted by,  
Marcy Meitzler