

The meeting of the Douglass Township Board of Supervisors was called to order at 7:03 P.M. Attending were Chairman Tony Kuklinski, Supervisor Alan Keiser, Supervisor Josh Stouch, Solicitor Robert Brant, Josh Hagadorn of G&A, Chief Templin, Pete Hiryak, Mike Heydt, Andrew Duncan, Cynthia O'Donnell and approximately 22 residents.

Mr. Kuklinski led the Pledge of Allegiance. Mr. Kuklinski announced that there was an Executive Session held from 5:00pm to 6:45pm involving personnel issues, no votes or decisions were made. Ms. Friese of Town & Country Newspaper will be taping tonight's meeting.

Mr. Kuklinski asked if there were any additions, corrections, or comments to the minutes of the May 7<sup>th</sup>, 2018 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the minutes of May 7<sup>th</sup>, 2018 Board of Supervisors Meeting. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

Mr. Kuklinski asked if there were any questions, comments, or corrections to the May 21<sup>st</sup>, 2018 Board of Supervisors Agenda. No changes, corrections, or additions were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the May 21<sup>st</sup>, 2018 Board of Supervisors Agenda as given. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

#### **Gilbertsville Ambulance Report-Rochelle Morrell**

Ms. Morrell read the April GACAS Report: 108 calls for service. 72 transports, 4 public assist, 7 cancelled (no patient contact), 4 cancelled prior to arrival at scene, 1 cancelled on scene/no patient found, 1 DOA, 8 evaluated no treatment/transport required, 8 refused treatment/transport, and 2 standby fee. Transports to hospitals. Douglass 32, New Hanover 24, Upper Pottsgrove 6, Boyertown 2, Pennsburg 1, Colebrookdale 4, Earl 2, Upper Frederick 3, Douglass Berks 1, and Bally Borough 1. Admission Summary: Pottstown-Tower Health 54, Lehigh 7, Phoenixville-Tower Health 6, Reading 4, and St. Luke's 1. Routine maintenance continues on the vehicles and online training is ongoing with McNeil. No questions were asked.

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

#### **Fire & Rescue Report – Chief Rick Smith**

Fire Report for April 2018: 1 wire, 1 brush/trash fires, 4 fire alarms/CO2 alarms, 2 EMS assists, 3 vehicle accidents, 3 investigation, 3 fire police, 5 assists to other departments for a total of 22. Chief Smith stated members completed pump 1 training, hydrant hookup training in Cobblestone Development, and attended the Township fish rodeo. Chief Smith stated that the front bay door got jammed and is out of service. No questions or comments were given.

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

#### **Zoning Hearing Board**

Burns/Murphy request for a dimensional variance setback for a playhouse at 93 Estate Road in the R-2 District. Mr. Picardi was representing the property owners and he asked the BOS for a recommendation of the variance to the Zoning Hearing Board, he also stated that the property owners are no longer together however Ms. Murphy requests that if the variance is granted her only condition is that Mr. Burns does not build it. It is a 10'x10' elevated tree house at the corner of Second Avenue and Estate Road that does not meet the required setbacks from the road which is why a dimensional variance is needed. There are letters of no objection from the surrounding owners of lots 17, 31, and 87. Mr. Picardi stated that the playhouse has already been started but is unfinished,

Mr. Burns did not know he needed a permit, he is willing to put windows in it and paint the playhouse to match the house or whatever the Board wishes. Mr. Kuklinski asked if he was issued a cease & desist order, Mr. Picardi responded no, the Manager stated that Mr. Burns was issued violation letters in September 2017 and again in March 2018. Mr. Keiser commented that this playhouse is almost completed and is like putting lipstick on a pig, now he has come to the Township...is doesn't jive. Mr. Stouch agreed with Mr. Keiser, you ask first before building not after it is almost completed, this would set a precedent for this type of thing and Mr. Burns hasn't lived at that address for nine months. Ms. Wills added that there was also an issue with water at that address. Mr. Stouch commented that there is a pool, trampoline, swing set, and fence already on that property, he should move the playhouse to the other side of the property where the trampoline is not. Mr. Picardi stated that for safety reasons Mr. Burns did not want to do that for fear that the children would jump into the pool from the playhouse. Mr. Brumwell thinks there are too many rules and why must he pay a fee for the hearing, Mr. Kuklinski stated that the fee pays for the cost of the advertisement, and mailing out notices to the surrounding properties. Mr. Hiriyak stated that residents within 500 feet of the property get notices for the zoning hearing, the fee also pays for a stenographer to take transcript of the hearing. No other questions were given. Mr. Kuklinski asked for a motion in favor of recommending approval of the variance to the Zoning Hearing Board, no one replied. Mr. Kuklinski repeated the question, no one replied. Mr. Kuklinski asked for a motion **not to endorse** the variance request to the Zoning Hearing Board. It was also discussed that Solicitor Brant attend the Zoning Hearing to represent Douglass Township.

A motion was made by Mr. Stouch, seconded by Mr. Kuklinski **not to endorse** the variance request to the Zoning Hearing Board of dimensional setbacks for a playhouse at 93 Estate Road. Keiser-Abstain, Kuklinski-Aye, Stouch-Aye. Motion passed.

A motion was made by Mr. Kuklinski, seconded by Mr. Stouch authorizing Solicitor Brant to attend the June 4<sup>th</sup>, 2018 Zoning Hearing for the Burns/Murphy zoning appeal to represent Douglass Township. Keiser-Abstain, Kuklinski-Aye, Stouch-Aye. Motion passed.

Mr. Brant stated that when a Township sets zoning fees usually commercial fees are higher, the residential fee of \$800.00 is not out of line with other Townships, some are much higher it is designed to reimburse the costs incurred by the Township involving the hearings.

#### **Police Department Report – Chief Templin**

Statistics for April 2018: 365 incidents reported, 7 reportable accidents, 6 non-reportable, 12 criminal investigations, 9 criminal arrests, 134 traffic citations, 8 non-traffic citations, and 4 parking tickets. Chief Templin stated on April 26, 2018 he met with the executives of Global Advance Metals to discuss an Active Shooter Response Plan as well as other security and safety issues. Accompanying me was Sgt. Babb from Colebrookdale Township Police Department and Chief Foltz and Cpl. Morrisey serving as representatives of the Montgomery County S.W.A.T. – Western Region team. We were provided a tour of the plant and then met for some discussion on various security and safety issue from a police response standpoint. We were also provided with updated schematics of the plant highlighting various location that police, fire, and EMS should be aware of when response is necessary. Global Advanced Metals send along their many thanks for coming out and staying on the forefront of this very important issue. Our police department participating in the D.E.A.'s Drug Take Back Program on April 28, 2018 (Sat) 1000-1400 hours at the Giant Food Store 173 Holly Rd, Gilbertsville, PA. Giant food Store co-hosted this event with our police department. We collected a total of 126.4 pounds of unwanted, unused, and expired medications to be properly disposed of and destroyed. I want to thank the community for taking advantage of the program and their help in keeping these medications out of the hands of others. I also want to thank Giant Food Store who was a gracious host. As always, I would like to remind everyone that we do have a day to day drop off collection box located here in the lobby of this building. On May 4, 2018 we were able to complete the installation of all of the new Getac computers in the patrol vehicles and all of the computers are operational. These computers were in dire need of being replaced and are a very instrumental part of the officers completing their assignments. On May 4, 2018 Officer Carl Cemko received a Commendation through his efforts

of being a member of the Montgomery County S.W.A.T. – western Region. This stemmed from two different incidents. The first was for taking a violent armed fugitive into custody. This fugitive made threats of shooting a police. The second was for taking a known drug trafficker into custody. Large quantities of controlled substances, cash, and a handgun were also seized. I congratulate Officer Clemko on his efforts and for his well-deserved Commendation from the Pottstown Police Department. On May 6, 2018 2pm – 6pm the Douglass Township Police Department, Gilbertsville Fire & Rescue, and the Gilbertsville Area Community Ambulance Service held a Child Safety Seat Check. The event was held at the Gilbertsville Fire & Rescue Station, 1454 E. Philadelphia Ave, Gilbertsville, PA. We had a great turn out as we inspected and checked sixteen individual child car seats. Children also were able to tour the fire company as well. Chief Templin thanked Chief Rick Smith for hosting this event and thanked everyone for helping to make it a success. On May 10, 2018 Gibertsville Fire & Rescue, represented by Andrew Duncan and I toured the New Enterprise Stone & Lime Company (formerly Berks Products) and discussed safety and security concerns with them as they are in the process of updating their policies and procedures when it comes to security and safety of the plant. On May 15, 2018 I submitted a grant through the Bulletproof Vest Partnership program for the purchase of four (4) bullet proof vests. The program will match up to 50% of each vest purchase. On May 17, 2018 I received a letter of resignation from our secretary Tamara Forsyth effective May 31<sup>st</sup>, 2018. We wish Tamara all the best in her future endeavors.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to accept the resignation of Police Secretary Tamara Forsyth. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

On May 21, 2018 Patrick Covaleski, a student from West Chester University will be spending his summer with us completing his internship here at Douglass Township Police Department. School shootings are too often grabbing the headlines nationwide. There was another school shooting at the Santa Fe High School in Texas just the other week. The Douglass Township Police Department is taking a pro-active stance in regards to this issue. Through many meetings, with organizations such as Boyertown School District, Gilbertsville Elementary School, Montgomery County S.W.A.T. – Western Region, and our own Emergency Services Board, we have completed an Active Shooter Response Plan when it comes to responding to such an event at the Gilbertsville Elementary School. I want to thank everyone who had a hand in making this possible. It is my hope that we will never have to use this book; however, it is comforting to know that we do have a plan of action in place to hopefully cut down on the confusion of an already chaotic event. All our officers have this book and response plan. Mr. Updegrave asked if incidents are up from last year, Chief Templin replied that last year to date we were at 1371 incidents, this year to date we are at 1384 incidents so we have increased by 13 incidents over last year at this time. No other questions were given.

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

#### **Engineer's Report – Josh Hagadorn, Gilmore & Associates**

*Douglass Park Bid Result & Recommendation to Board* - Mr. Hagadorn stated that six bids were received with the lowest base bid submitted by Floyd G. Hersh Inc. in the amount of \$369,406.75 including reduced scope of work pending confirmation of Floyd G. Hersh Inc, which would remove from the contract work erosion and sediment control (bid items 1-5), landscaping (bid items 13-16 and 39-42), and site furnishings (bid items 44 and 45), totaling \$102,013.75. The Township would then be responsible for completing this work, but I am certain it could be accomplished at a reduced cost by either Township employees or volunteers. Additionally, the cost of the LED lighting will have to be discussed with the contractor because the cost is \$60,000 for five lights. The cost does include the demolition of the old lights and installation of the new lights (conduit is a separate cost). If the Township selects a less expensive light and would demolish the old lights, the price would be reduced. The recommendation includes several alternate line items totaling \$25,210 that I do believe would be covered by grant money, including removing and replacing sidewalk and curbing along the entire frontage along East Philadelphia Avenue, mill and overlay of existing asphalt to create an ADA accessible path, and additional stone for storm water control.

A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to accept the Douglass Park Bid, based on the recommendation of the Township Engineer, of Floyd G. Hersh Inc. in the amount of \$369,406.75 pending confirmation of Floyd G. Hersh Inc. on the reduced scope of work and review of the Township Solicitor of the bid agreement and bond documents. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

*Pollution Reduction Plan* – Mr. Hagadorn reviewed the PRP in accordance with MS-4 Requirements. The Township must request a plan to reduce pollutant discharge into Swamp Creek and the Perkiomen Creek. The PRP must include Public Participation, maps, pollutants of concern, and best management practices to reduce the pollutants. A copy of the PRP Plan is available for public inspection. The DEP will review the plan, questions and public comments can be directed to the Township Engineer and Manager during the 30 day comment period. There is no funding available to municipalities. Comments and questions from residents in attendance were addressed by Mr. Hagadorn. This plan does not address flooding, this plan only reduces sediments getting into the waterways by streambank restoration and stabilization, and by maintaining and enhancing existing forest and riparian buffers. The public comment portion of the presentation was closed. There were no further questions or comments given.

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

**Solicitor's Report – Robert Brant**

Mr. Brant stated that his office has been working with Mr. Hagadorn on the Douglass Park renovations. His office is also working on the Developer's Agreement and Financial Security Agreement involving the Stafy Tract and also working on Police Department and Personnel matters.

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, Stouch-Aye. Motion passed.

**Open Space/Recreation Committee – Randy Romig**

Mr. Romig stated that they discussed the recent trout rodeo and everyone agreed that it was one of our most successful rodeos ever with participation, amount of fish caught, and the size of fish caught. The weather was great. Mr. Romig thanked the Township Staff for their help and Mr. Mashintonio for allowing us to use his pond.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to accept the Open Space/Recreation Committee Report as given. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

**Highway Report- Mike Heydt**

Mr. Heydt stated that they delivered supplies for the fish rodeo, repaired Montgomery Avenue and Miller Road, replaced pipe on Weller Road, cleaned out ditches, and started roadside mowing. Mr. Heydt stated that he received two bids on equipment rental for paving; Reid Paving for 8 hours at \$17,300 per day and Bracalente Construction for 8 hours at \$21,880 per day. Mr. Heydt recommends Reid Paving for 8 hours at \$17,300 per day for Equipment Renal for paving.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to award the Equipment Rental Bid for paving to Reid Paving for 8 hours at \$17,300 per day based on the recommendation of the Road Master. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

Mr. Heydt stated that he received one bid for Tar & Chip; AMS for 8 hours at \$8,200 however Mr. Heydt would like to use AMS 10-12 hours to tar & chip Hill Road, Niantic Road, and Lone Pine Road. This would be paid out of the Liquid Fuels Fund.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to award the Tar & Chip Bid to AMS for 8 hours at \$8,200 based on the Road Master's recommendation however using AMS for 10-12 hours to be paid out of the Liquid Fuels Fund. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

Mr. Heydt stated that he has part time summer help budgeted for this year and since Mr. Duncan already has a part time summer helper, Cody Whitfield, he asked for authorization to use Mr. Whitfield for 20 hours for 13 weeks at \$13.00 per hour per the 2018 budgeted numbers.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize Mr. Heydt to hire Cody Whitfield for part time summer help for 20 hours per week for 13 weeks at \$13.00 per hour. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

Mr. Heydt stated that he will be seeking new fence quotes for the recycling department by next month. No questions were given.

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

#### **Treasurer's Report – Cynthia O'Donnell**

The Treasurer stated that the total bills to be paid for May 2018 amount to \$243,079.80 and asked for authorization to pay the bills for May. Ms. Norton asked what we bought from Denney Electric that cost \$25,000, Ms. O'Donnell replied that it was for a generator for the new highway building. Ms. Norton also asked who ADS-Schwenksville is, Ms. O'Donnell replied that it is our current trash service, Advanced Disposal Service. Mr. Duncan added that we received a grant for the generator cost. No other questions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser for authorization to pay the May 2018 Unpaid Bills in the amount of \$243,079.80. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

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

#### **Manager's Report - Pete Hiryak**

1. The Manager reviewed the upcoming meetings as follows: Monday, June 11<sup>th</sup> ESB Meeting @ 6pm, Thursday, June 14<sup>th</sup>, 2018 P/A Landscape Workshop @6pm, P/A Meeting @ 7pm, Monday June 18<sup>th</sup> BOS Meeting @ 7pm, BOS Agenda Meeting @ 6:30pm. There will only be one BOS Meeting per month in the summer.
2. Interested persons in filling the P/A & BMMA vacancies shall submit letters of interest & resumes to the Township Manager for consideration by the Board of Supervisors.

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

#### **Public Comment**

Mr. Sell thanked Mr. Updegrave for all his help getting donations for the trout rodeo and he also felt it was disappointing that Hollenbach Construction Company built our new highway building and didn't donate anything to the trout rodeo. Mr. Sell said there is still a small tree laying at the bridge, Mr. Heydt replied that he will take care of the tree. Mr. Sell also said there is a huge pothole on Miller Road and a pothole on Henry Road, Mr.

Heydt replied that we are milling and filling in on those roads and will take care of those issues. No other comments were given.

**Old Business/New Business**

None was given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to adjourn the meeting at 8:05pm. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

**The next Board of Supervisor's Meeting will be held on Monday, June 18<sup>th</sup>, 2018 @ 7 pm.**

Respectfully submitted by,  
Marcy Meitzler