

The meeting of the Douglass Township Board of Supervisors was called to order at 7:05 P.M. Attending were Chairman Tony Kuklinski, Supervisor Alan Keiser, Supervisor Joshua Stouch, Solicitor Robert Brant, Josh Hagadorn of G&A, Chief Templin, Pete Hiryak, Andrew Duncan, Cynthia O'Donnell, Mike Heydt, and approximately 25 residents.

Mr. Kuklinski announced that there was an Executive Session this evening involving personnel no decisions or votes were taken. A reporter from Town & Country was present at this evenings meeting.

Mr. Kuklinski asked if there were any additions, corrections, or comments to the minutes of the October 1st, 2018 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the minutes of the October 1st, 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 October 15th, 2018 Board of Supervisors Agenda, Mr. Kuklinski added the Danny Jake Hallowell Tract Staff Meeting to the agenda. No other changes, corrections, or additions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to approve the October 15th, 2018 Board of Supervisors Agenda with the addition of a Danny Jake Hallowell Tract Staff Meeting approval with Solicitor, Engineer, & Staff with all expenses being paid by Mr. Rosen. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed. Manager Hiryak will set up the Staff Meeting.

Mr. Kuklinski presented Mr. Sell with a Certificate of Appreciation from Douglass Township for his tireless efforts for the American Cancer Society, Relay for Life, and his efforts in receiving the honor of Caregiver of the Year from the Pottstown Cancer Center.

Gilbertsville Ambulance Report-Garry Schmoltze

Chief Schmoltze will give the September and October GACAS Report next month.

Fire & Rescue Report – Chief Rick Smith

Chief Smith gave the Fire & Rescue Report for September 2018: 2 fire alarms/CO2 alarm, 1 EMS assist, 1 vehicle accident, and 2 assists to other depts for a total of 6. Fire & Rescue assisted the police department with their Highway Safety Check and participated in Troop 36 Annual Recruitment Night. We held the semi-annual car seat safety inspection. Upcoming events: Boyertown Halloween Parade with Fire Police, Bally Halloween Parade with Fire Police and our first Trunk or Treat event on October 21st. Fire Marshal Report: On September 18th I completed a fire inspection and fire safety training at Helping Hands located at 415 Hoffmansville Road (1 hour). Chief Smith announced that a consultant was hired by Montgomery County to prepare a Fire Services study and will present his findings to all interested stakeholders, he will be attending this Fire Study Workshop on October 24th at the Fire Academy. Mr. Stouch will also be attending this workshop representing the BOS.

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

Police Department Report – Chief Templin

Chief Templin read the Statistics for September 2018: 418 incidents reported, 10 reportable accidents, 8 non-reportable, 11 criminal investigations, 6 criminal arrests, 30 traffic citations (paper), 59 E-Citations, 2 non-traffic citations, and 1 parking ticket. No questions or comments were given. On September 19th we joined Gilbertsville Cub Scout Pack 36 for their Recruitment Night event that was hosted by Gilbertsville F&R. On September 29, 2018 our police department along with F&R and GACAS held our Child Safety Seat Check Program as part of Pennsylvania's Child Passenger Safety Week. Fire & Rescue hosted the event, 19 child safety seats in 14

vehicles were inspected, it was a great turnout. On October 3rd the Bureau of Justice Assistance informed me that our police department will receive an award under the Bulletproof Vest Partnership program in the amount of \$1,200.00, this was a grant I filed for earlier in the year. This grant pays up to half of each bulletproof vest purchased for one of our officers. On October 11th we participated in Fire Prevention Week at the Gilbertsville Elementary School, Chief Templin thanked the Fire Department Staff for everything. On Saturday, October 27th 10am to 2pm we will be partnering with Giant Food Store in a National Drug Take Back Day. We will be accepting your unused, expired, and unwanted medications at the Giant Food Store located at 173 Holly Road, Gilbertsville, PA. The medications collected will in turn be properly disposed of and destroyed. No comments or questions were given.

Officer Castellucci continuing education request for college incentive allowance – Chief Templin stated that Officer Castellucci has completed the application process for continuing education at Saint Joseph’s University and has been accepted into their Master of Criminal Justice Program with a concentration in Intelligence and Crime Analysis. Officer Castellucci requests that he be approved for the college incentive allowance to enroll in classes for the Spring 2019 semester, starting on January 7th, 2019, the course is to completed online and he assures the Board that this will not affect his duties as a police officer or hinder his service to the residents of Douglass Township.

A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to approve the college incentive allowance request for Office Castellucci to pursue online classes for a Master of Criminal Justice Program with a concentration in Intelligence and Crime Analysis for the 2019 spring semester, starting on January 7th, 2019. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

Chief Stofflet from West Pottsgrove Police Department reached out to surrounding Chiefs inquiring/inviting our police officers to participate in their No Shave November event. The goal is to allow our officers to wear a well-groomed beard or goatee for the month of November for a \$25.00 pledge. A waiver must be signed by all participating officers, and all proceeds go to the person suffering in silence from cancer. This event selects a local child who has cancer and all proceeds from the event go to the family as well, this is the 10th year for this event. Chief Templin asked to have the Supervisors approval before proceeding with the No Shave November event.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize Chief Templin to proceed with the No Shave November event to raise money for childhood cancer. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

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

Engineer’s Report – Josh Hagadorn, Gilmore & Associates

Douglass Park Improvement Update/Change Order/Payment Request #4 – Mr. Hagadorn stated that he received a request for payment #4 from Floyd G. Hersh in the amount of \$62,508.20 and recommended that approval be held until more information is provided. The Board tabled this decision until the next Board of Supervisors Meeting to allow the contractor time to provide the documents needed for review for release #4. The lighting for the parking lot should be delivered by the end of the month and the Township Road Crew will be completing the base repairs and final surface this month. The landscaping will be completed next year. Mr. Knisley was concerned with the safety of the retention basin in the park, Mr. Hagadorn stated that we are waiting for soils testing to be completed, and after the basin is completed it should only be 2foot deep with no ponding water. Mr. Knisley asked if a safety fence could be put up around it. The Board instructed staff to look into some sort of safety fencing to be installed around the retention basin until completion.

Stafy Tract Escrow Release Request #2 (\$11,323.64 BOS Approval Required) - We found that the reduction request submittal was reflective of the work performed to date with the exception of the top-soiling of the lots. The value of the work performed to date is \$137,870.93. Adding Contingency, Engineering/Inspection and

Administrative/Legal (contingency items) and subtracting retainage of 10% of the value of the work performed to date as well as the amounts previously released results in an amount of \$11,323.64. Mr. Hagadorn stated that we (G&A) recommend reduction of the escrow by this amount, leaving \$215,545.85 remaining in escrow.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize the release of Escrow Release #2 for the Stafy Tract, based on the recommendation of the Engineer, in the amount of \$11,323.64, with \$215,545.85 remaining in Escrow. Keiser-Aye, Kuklinski-Aye, Stouch-Aye. Motion passed.

Flooding Issues – Mr. Hagadorn stated that a staff meeting was held with residents concerning flooding issues on Second Avenue, Oak Street, and Aspen Lane. No decisions were made, this was an informational meeting looking at costs and feasibility. We also met with Mr. Houseknecht on Ammon Avenue flooding concerns from the Gilbertsville Veterinary Expansion site. Mr. Kern asked about the Second Avenue flooding and what is going to be done about it, Mr. Brant stated that he gave the Board his report and he feels that the Township does not have responsibility or liability, it was existing. An Engineering solution would be costly. Mr. Kern asked did you request official engineering plan for the park work, how can you determine that the Township is not responsible. Mr. Brant stated that it was reviewed by the Township Engineer and I reviewed Municipal Storm Water Law for Pennsylvania and we determined it is not the responsibility of the Township and I reviewed and reported that to the Board. At the staff meeting the Engineer explained in detail his analysis of the matter which included historic storm water flow and the subdivision plan of the area as originally laid out, and produced estimates as to any potential solutions even though it is the collective opinion of staff that the Township is not liable for the recent excessive rainfall and storm water runoff, the Township spent an estimated amount of \$10,000 looking at this situation. Mr. Kern asked for a right to know for the plans. The manager stated that he has the file and you can make an appointment to see the file. Mr. Kern stated that this couldn't possible have been engineered properly and a member of the staff suggested moving a pipe, we wanted to add ground to the area but the manager wanted us to wait. The manager stated that he doesn't think that dirt should be piled around the house without a grading plan reviewed by the Township Staff. Mr. Brant advised the Township that, although we are sympathetic to the situation, we have no liability and without the proper permits from the Township there should be no pipes installed or additional ground placed around the homes.

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 introduced his intern, Devon Rauch, attending tonight's meeting and stated that she is studying Municipal Law.

Master Traffic Ordinance – Mr. Brant is looking for Authorization for Advertisement at a November meeting.

Proposed Lockbox Ordinance – Scheduled for November 5th, 2018 meeting.

Fireworks Complaint- Mr. Brant stated that he is reviewing PA Law and the Amity Township Ordinance, however it looks like Amity adopted the State Law. We may be looking at proposing a draft ordinance for fireworks. A resident asked if it is enforceable by the police, Mr. Brant stated that we are looking at possibly adding another layer for enforceability. Ms. Bauer asked if there is any prohibition of size or loudness, Mr. Brant stated that there is restrictions on size of explosive device. The problem is the large explosive devices are set off first and there is no evidence left after explosion. Chief Templin asked for the residents to please call the police when it happens and we will come out and investigate the issue. Ms. Bauer asked if citizens can start a petition about the loudness, the Board stated that she could see Rep. Marcy Toepels office about petitions. Another resident asked if they should call 911 or the police station, Chief Templin stated to call 911 that way it gets reported, just tell dispatch it's not an emergency. Mr. Link stated that the fireworks that are set off near Chandler's Crossing makes the windows rattle. No questions or comments were given on the Solicitor's Report.

Applications which are pending but inactive:

Danny Jake – Hallowell - inactive 2 years

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

Open Space/Recreation Meeting – Randy Romig

Mr. Romig stated that Roger Updegrave, Judy Wills, and Amy Walesyn attended meeting tonight. Mr. Romig stated that the committee discussed the Christmas Tree Lighting Ceremony. Last year's event was very well received by our Township residents and everything went pretty well for the first time we did it. We had quite a few suggestions immediately after the event for ways to improve the event for this year. Manager Hiryak suggested the date of December 7th, 2018 for this year's event. We also need to have a short meeting with Manager Hiryak, and/or other Township Staff concerning what changes we will be making and who is responsible for putting the event together. Mr. Kuklinski said he knows someone who has a horse drawn sleigh to bring Santa to town. No other comments were given.

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

Highway Report- Mike Heydt

Mr. Heydt stated that the Brian and Thomas Road pipe work and road paving is completed. The road crew cleaned out ditches, performed roadside mowing, and repaired guiderails. Also fixed potholes and helped New Hanover pave some trails. Line painting by A-1 Traffic will hopefully be in 2 weeks as their work schedule has been pushed back due to the amount of rainfall this year, we have 20 miles of road on the schedule for line painting. No questions were given.

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

Recycling Report – Andrew Duncan

Mr. Duncan announced that leaf collection will begin on Monday, October 29th and end on Friday, December 7th. Mr. Duncan stated that he has been notified that we will be receiving a 902 Grant in the amount of \$99,807. A resident asked if they should still recycle the glass and plastic products or has the procedure changed, Mr. Duncan replied that our current recycling contract will remain the same until 2020. The next ESB Meeting will be Monday, October 22nd, 2018 at 6pm. No other questions were given.

A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to accept the Recycling 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 September 2018 total \$629,535.61 including Pension payments and Fireman's Relief Fund Payment. No questions were given on the bills.

A motion was made by Mr. Keiser, seconded by Mr. Stouch for authorization to pay the September 2018 Unpaid Bills in the amount of \$629,535.61, and 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, November 5th, 2018 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm, Thursday, November 8th, 2018 P/A Workshop @ 6pm, P/A Meeting @ 7pm, 2019 Budget Meetings from 3pm-5pm Monday October 22nd Police & 2019 Income, Wednesday October 24th Trash/Recycling, Monday October 27th Highway & Liquid Fuels, Building Repairs, and Wednesday October 31st Administration & Zoning.
2. BMMA Projects – Montgomery Avenue is completed. Grosser Road base repair and overlay week of October 15th weather permitting. Traffic will be affected during the paving work.

3. PennDot Bridge Update – Congo Road; PennDot will attend BOS Agenda Meeting and Public Meeting on 11/5/18, PennDot wants meeting with all local departments on road shutdown and construction schedule.
4. Building/Zoning Department September 2018 Report – Manager Hiryak reported that there were 8 permits with the total construction value of \$54,706.00.
5. Manager Hiryak announced that Rep. Marcy Toepels December meeting appearance was cancelled.

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. Hunter asked when the Danny Jake Staff Meeting is going to be, the manager stated that it is to be determined and he will notify Mr. Hunter when it is scheduled. Mr. Knisley commented that he appreciates the signs in the alley way, are they enforceable? Chief Templin stated that it is not in the Master Traffic Plan. Mr. Link, talking about fireworks, thought that regulations for setting off fireworks were you had to be 150 feet away from occupied structures, a rental property is setting off fireworks 30ft within occupied structure. Mr. Link was told to call Chief Templin when it happens. No other comments were given.

Old Business/New Business

Ms. Walesyn stated that the flooding caused some issues with debris on the trails for the Healthy Kids Running Series in the park, could these conditions be addressed for next summer. The Township will look into the problem. No other old business or new business was given.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to adjourn the meeting at 7:50pm. Keiser-Aye, Kuklinski-Aye, Stouch-Aye.

The next Board of Supervisor's Meeting will be held on Monday, November 5th, 2018 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler