

The meeting of the Douglass Township Board of Supervisors was called to order at 7:03 P.M. Attending were Chairman Alan Keiser, Vice Chairman Joshua Stouch, Supervisor Tony Kuklinski, Solicitor Blake Dunbar, Josh Hagadorn of G&A, Pete Hiryak, Andrew Duncan, Cynthia O'Donnell, Chief Templin, Mike Heydt, and approximately 20 residents.

Mr. Keiser led in the Pledge of Allegiance. A reporter was present at this evenings meeting. Mr. Keiser asked if there were any additions, corrections, or comments to the minutes of the April 1<sup>st</sup>, 2019 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the minutes of the April 1<sup>st</sup>, 2019 Board of Supervisors Meeting. Kuklinski-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Mr. Keiser asked if there were any questions, comments, or corrections to the April 15<sup>th</sup>, 2019 Board of Supervisors Agenda, Mr. Kuklinski asked to amend the agenda adding item c under the Solicitor's Report for Excess Property inside the firehouse.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve the April 15<sup>th</sup>, 2019 Board of Supervisors Agenda adding item c under the Solicitor's Report for Excess property inside the firehouse. Kuklinski-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

Mr. Keiser announced that an Executive Session was held this evening at approximately 6:05pm until approximately 6:23pm on Police Matters, a 2-day disciplinary suspension without pay was recommended by Chief Templin to a Police Officer.

A motion was made by Mr. Kuklinski, seconded by Mr. Stouch for a 2-day disciplinary suspension without pay for the police matters discussed in tonight's Executive Session. Kuklinski-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

#### **Gilbertsville Area Community Ambulance- Garry Schmoltze**

Mr. Schmoltze presented the March 2019 GACAS Report. 77 patients transported, 2 public assists, 5 Unit Assists, 18 cancelled, 1 dead on scene, 5 patients evaluated no treatment/transport required, 7 patient refusals, 1 patient treated and released, and 2 fire standby for a total of 118 calls for service. Service by Municipality: 40 Douglass Twp, 29 New Hanover, 15 Upper Pottsgrove, 1 Pennsburg, 4 Pottstown, 3 Upper Frederick, 1 West Pottsgrove, 4 Boyertown Borough, 9 Colebrookdale, 1 Douglass Berks, and 2 Earl. Admissions: 59 Pottstown, 3 Grand View, 8 Lehig, 1 Phoenixville, 5 Reading, 1 St. Luke's Quakertown. No questions were asked.

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

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

Chief Smith gave the Fire & Rescue Report for March 2019: 1 fire, 1 wire, 2 fire alarms/CO2 alarm, 2 hazardous materials, 1 vehicle rescue, 2 fire police, and 2 assist other departments for a total of 11. Training: vehicle stabilization, firefighter CPR, MayDay and Radio Communications. Events: May 10<sup>th</sup> at 4:30pm is the Food Truck event, May 14<sup>th</sup> – 18<sup>th</sup> is our First Carnival. Mr. Knisley asked if the food includes be French Fries, Chief Smith replied yes they will be available at both events. No other questions or comments were given.

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

**Police Department-Chief Barry Templin**

March Statistics: 404 incidents reported, 10 reportable accidents, 12 non-reportable accidents, 11 criminal investigations, 5 criminal arrests, 56 traffic citations (paper), 83 e-citations, and 3 non-traffic citations. On April 3<sup>rd</sup> Nevethaa Rameshkumar completed her Boyertown Senior High School project by job shadowing one of our police officers. On April 3<sup>rd</sup> our new 2019 Ford Explorer (91-2) was placed into service replacing a 2010 Ford Crown Victoria Having 127,000 miles. The Vehicle will be prepped and listed for sale on Muncibid.

A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to authorize the highway department to prep the 2010 Ford Crown Victoria police vehicle and to list the car for sale on Muncibid. Kuklinski-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

On April 27<sup>th</sup> from 10am to 2pm we will be partnering with Giant Food Stores, 173 Holly Road in Gilbertsville for the 1<sup>st</sup> National Prescription Take Back Day of 2019. Everyone will be able to drop off their unwanted, unused, or expired medications for proper disposal (No Sharps). No questions were asked.

Police Policy & Procedures Manual – Chief Templin stated that the police policy & procedures manual has been reviewed and revised. Action is needed by the Board to adopt the manual.

A motion was made by Mr. Stouch, seconded by Mr. Kuklinski to Adopt Resolution 20190415-01 Adopting Revisions to Selected Police Department Standard Operating Procedures. Kuklinski-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

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

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

*538 Congo Road–O&M Agreement for on-site septic system* – Mr. Hagadorn recommends receiving a planning module on this septic system prior to signing the O & M Agreement, he will reach out to the Engineer.  
*Cobblestone Crossing (Beazer Homes) – 18-month Maintenance Agreement Release Request* – All items listed on the Maintenance Period Punch List have been completed and Mr. Hagadorn recommends the release of the Maintenance Bond.

A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to release the 18-Month Maintenance Bond for Beazer Homes Cobblestone Crossing as recommended by the Township Engineer. Kuklinski-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

*MS-4 PRP Implementation Grant Application* – This is the second year of the 5-year MS-4 PRP. The plan involves engineering, surveying, and permitting. There are stream restoration grants available to address sediment in the Swamp Creek and West Branch of the Perkiomen Creek. Deadline for this year is May 31<sup>st</sup>. The BOS will consider applying for this grant next year.

Mr. Hagadorn stated that he is working on reviewing the 151 Holly Road Plan for the May Planning Agency Meeting as well as the Stafy Phase II Plan for the May P/A Meeting. He is also working on Act 209 for the P/A Workshop Meetings projecting into 2035 to implement projects and projected growth. Mr. Kuklinski asked who owns the 151 Holy Road site, Mr. Hagadorn stated that it is still a Gambone owned property under a different name and this development will trigger revised impact studies. No questions were asked.

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

**Solicitor's Report – Blake Dunbar**

*Mix Use Overlay Ordinance* – Mr. Dunbar announced that this ordinance will be advertised for possible adoption at the May 6<sup>th</sup> Meeting.

*Landscape Ordinance* – Mr. Dunbar stated that MCPC will give a presentation to the BOS at the May 6<sup>th</sup> Meeting.

*Gilbertsville Fire Co No.1, Disposal of Personal Property* – a resolution is required to transfer ownership of the internal property at the firehouse to Gilbertsville Fire & Rescue. A nominal fee will be required for the transaction. GF&R will then decide what to do with the property/equipment.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to approve a draft resolution addressing the interior property of the Gilbertsville Fire Co No.1 transferring ownership of interior property to the fire company for a nominal fee to the Township and to allow the fire company to do as they wish with the interior property. Kuklinski-Aye, Keiser-Aye, Stouch-Abstain. Motion passed.

Applications which are pending but inactive:

Danny Jake – Hallowell - inactive 2 years

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

**Open Space/Recreation Meeting – Roger Updegrove**

Mr. Updegrove stated that he would like some sort of sign to display at the fish rodeo thanking the people who contributed to the fish rodeo, Mr. Kuklinski asked the Manager to check into this possibility. The Trout Rodeo is Saturday April 27<sup>th</sup>, 2019. Fish will be delivered on Wednesday April 24<sup>th</sup> @ 6pm-6:30pm. No questions were given.

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

**Highway Report- Mike Heydt**

Mr. Heydt stated that the road crew cleaned up all the snow equipment and stored it until the next season, repaired potholes, performed tree trimming on Grosser, Middle Creek, and Miller Roads. Replaced pipe on Lone Pine Road, repaired holes on the dirt roads in preparation for grading, repaired inlets, and poured concrete at the office. No questions were asked. No other questions were given.

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

**Recycling Report – Andrew Duncan**

Mr. Duncan stated that tub grinding has been completed so there is mulch and leaf compost available at the recycling center free to Township residents. The new Leaf Vacuum has been ordered as well as the security fencing and gate for the recycling center. Mr. Duncan asked for authorization to hire a part-time summer worker at \$13.00 per hour which was budgeted for May through September. Mr. Kuklinski asked if he had someone in mind for the position, Mr. Duncan replied that he would like to hire Cody Whitfield who has worked part time for the Township.

A motion was made by Mr. Kuklinski, seconded by Mr. Stouch to hire Cody Whitfield as part time summer help at 13.00 per hour for May through September as budgeted. Kuklinski-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

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

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

The Treasurer stated that the total bills to be paid for April 2019 totals \$159,229.45. Ms. O'Donnell announced that the cash balance for Cash vs. Actual is in their report packet for review. No questions were asked.

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser for authorization to pay the April 2019 Unpaid Bills in the amount of \$159,229.45. Kuklinski-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

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

**Manager's Report - Pete Hiryak**

1. The Manager reviewed the upcoming meetings as follows: Monday, May 6<sup>th</sup>, 2019 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm. Thursday May 9<sup>th</sup> P/A Workshop @ 6pm, P/A Meeting @ 7pm. ZHB Tuesday May 21<sup>st</sup> @ 6pm, Schlegel Road Seasonal Accessory Use on farm (corn maze, pumpkin patch) P/A recommended.
2. Zoning Officer/Building Code – March/April 2019 Report for the BOS review. (Property Maintenance Issues).
3. Avante Apartments Staff Meeting request by P/A

A motion was made by Mr. Kuklinski, seconded by Mr. Keiser to authorize the Manager to set up a Staff Meeting with representatives of Avante Apartments, P/A, and professional staff contingent upon all fees to do with staff meeting are to be paid by Avante Apartments. Kuklinski-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

4. PaperMill Road Bridge – Final Inspection Tuesday 4/16/19. The manager stated that excavation started at the Henry Road Bridge so that restoration project should be starting soon.

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

**Public Comment**

No comments were given.

**Old Business/New Business**

No old business or new business was given.

A motion was made by Mr. Keiser, seconded by Mr. Kuklinski to adjourn the meeting at 7:30pm. Kuklinski-Aye, Keiser-Aye, Stouch-Aye. Motion passed.

**The next Board of Supervisor's Meeting will be held on Monday, May 6<sup>th</sup>, 2019 @ 7 pm.**

Respectfully submitted by,  
Marcy Meitzler