

The meeting of the Douglass Township Board of Supervisors was called to order at 7:04 P.M. Attending were Chairman Josh Stouch, Vice Chairman Alan Keiser, Supervisor Tom Wynne, Mike Heydt, Peter Hiryak, Chief Templin, Andrew Duncan, and 6 residents.

Mr. Stouch led the Pledge of Allegiance to the flag and asked for a Moment of Silence for Chief Matt Stofflet of West Pottsgrove Police Department who passed away last week.

Reorganization Meeting for the Year 2021

The meeting was turned over to Manager Peter Hiryak as Temporary Chairman to conduct the nominations for Chairman and Vice-Chairman of the Board of Supervisors. The Manager asked for nominations for Supervisor Chairman.

Mr. Keiser nominated Joshua Stouch as Board of Supervisor Chairman, no other nominations were received, and this motion was seconded by Mr. Wynne. Keiser-Aye, Stouch-Abstain, Wynne-Aye. Motion passed.

The Manager asked for nominations for Vice-Chairman of the Board of Supervisors.

Mr. Keiser nominated Tom Wynne as Board of Supervisor Vice-Chairman, no other nominations were received, and this motion was seconded by Mr. Stouch. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Manager Hiryak turned the remainder of the meeting over to Chairman Stouch and he continued with the nominations for Appointments as listed on the Agenda:

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint Robert L. Brant & Associates LLC as Township Solicitor, Robert L. Brant & Associates LLC as Planning Agency Solicitor, Pennoni Engineering as Township General Engineer & Traffic Engineer, Marcy Meitzler as Township Secretary, Cynthia O'Donnell as Treasurer, and the Treasurers Bond set at 2.5 million with H.A. Thomson, Travelers Insurance. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed. The BOS will not take any action on the Conflict Attorney position until needed.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint Peter Hiryak as Township Manager, Michael Heydt as Road Master, and Mark John as Code Enforcement Officer. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to appoint Scott Groff and McKenna Powanda as Road Foreman. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to appoint Barry Templin as Police Chief for Douglass Township (Contract ends 12/31/2022). Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint Detective Robert Evans to Police Sergeant (to be sworn in on 1/19/2021). Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed. Chief Templin stated that he will be retiring in the next five years and this appointment will be for a seamless transition for his replacement.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint Ricky Smith as Fire Marshal at \$15.00 per hour for inspections. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to appoint Betty Musser and Ashley Talarico as Township Secretary. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed. Mrs. Musser will be retiring 1/15/2021 after 32 years of service to the Police Department and Township.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint Andrew Duncan as the Solid Waste & Recycling Coordinator, Assistant Building Code & Zoning Official, the Board of Supervisor Chairman Joshua Stouch & Manager Peter Hiryak to be the Chief Administrative Officers for the Pension Funds, the Montgomery County Health Department as the Sewage Enforcement Officer for all on-site septic systems in the Township, Berkheimer Associates for the Delinquent Per Capita Tax Collection, Berks EIT Bureau as the Earned Income Tax Collector and as the Local Services Tax Collector, Josh Stouch as the Representative to Pottstown COG with Manager Peter Hiryak as a delegate, Tom Wynne and Peter Hiryak as the Representatives to the Pottstown Metro Regional Planning Commission (PMRPC) and the Pottstown Area Regional Recreation Committee (PARRC), and Alan Keiser as Representative to the Agricultural Secure Board. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint Sam Hunter as the Vacancy Board Chairman. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint Captain Don Frantz, Lt. Matt Weller, Jim Scott, Eric Bauer, Bryan Beaulac, Lawrence Bandura, Rick Smith, Andy Duncan, E. J. Henninger, McKenna Powanda, Josh Stouch, Nick Bardman, and Rose Troilo as Special Fire Police, and Andrew Duncan as the Emergency Coordinator for Douglass Township.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint Cody Whitfield as the Assistant Emergency Coordinator for Douglass Township. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint any of the Supervisors, Manager, Roadmaster, and Treasurer as Township Delegates to the State Supervisors Convention, PLAGIT, Great Eastern Management, and Vist Bank as Township Depositories, and to appoint Sam Hunter, Ed Reitz, Tom Wynne, Bill Friel, and Bernie Sell to the ICC Appeals Board. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint Karen Keiser to the Zoning Hearing Board for a three-year term. Keiser-Abstain, Stouch-Aye, Wynne-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Wynne to appoint Ed Reitz and Charles Rick to the Planning Agency each for a four-year term. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed. Mr. Hiryak stated that Mr. Zern has decided to retire from the Planning Agency after 30 years of service to Douglass Township.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to appoint Sara Carpenter to the BMMA Board for a five-year term, to Establish the Standard Mileage Rate at the 2021 Federal Rate of \$.56 cents per mile, Randy Romig, Judith Wills, Bernie Sell, Deb Nester, Josh Stouch, Roger Updegrave, Amy Walesyn, Charles Rick, Jeff Heisey, and Collin Monger to the Recreation Committee, Gary Carpenter, Sam Hunter, Tom Link, Ed Reitz, Tom Wynne, Greg Herb, Roger Updegrave, and Charles Rick to the Act 209 Advisory Committee, and BOS Representative Josh Stouch, Andrew Duncan, Dean Brumbach, Garry Schmoltze, Rick Smith, Barry Templin, Dave Yusko, and Mark John as Representatives of the Emergency Services Board. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

This concluded the 2021 Reorganization portion of the meeting. Mr. Stouch asked if there was any changes or corrections to the December 21st, 2020 Board of Supervisors minutes, no changes or comments were given.

A motion was made to approve the minutes of December 21st, 2020 Board of Supervisors meeting by Mr. Wynne, seconded by Mr. Keiser. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Manager's Report – Pete Hiryak

1. Schedule of Meetings:
 - a. Thursday, January 14th @ 7pm - Planning Agency Reorganization Meeting
 - b. Tuesday, January 19th @ 6:30pm - BOS Agenda Mtg, BOS Mtg @ 7pm.
2. 2021 Non-Uniform Wage Sheet (approval by BOS required) – Manager Hiryak stated that the 2021 Non-Uniform wage sheet reflects a budgeted 3% increase for full time non-uniform employees whereas the Police Contract reflects a 3.5% wage increase for full time uniform employees.

A motion was made by Mr. Keiser, seconded by Mr. Wynne to approve the budgeted Non-Uniform 3% wage sheet increase for full time non-uniform employees. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

3. Public Works Department – Budgeted New Employee at \$15.00 per hour. Manager Hiryak stated that the Board approved, as part of the 2021 budget process, the hiring of two new road crew employees. One will be starting January 4th, 2021 and the second will be starting in June/July. The manager asked for approval to hire Nicholas Heydt at \$15.00 per hour as a full-time road crew worker.

A motion was made by Mr. Stouch, seconded by Mr. Wynne for approval to hire Nicholas Heydt at \$15.00 per hour as a full-time road crew employee beginning January 2021.

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

Public Comment

Mr. Kolb stated that he did not receive a letter about the new trash system. Mr. Stouch stated that letters were sent out by the trash hauler and he noticed that there was an extreme delay in Post Office delivery due to COVID and the Holidays. Mr. Duncan stated that 3500 copies of the letter were made & delivered by Advanced Disposal/Waste Management to the Post Office for delivery and the letter has been posted on the front page of the Township Website since November 2020. Copies of the letter will be available in the lobby. Mr. Updegrove asked if it is possible to get smaller bins, Mr. Hiryak stated that after the new system is in place and running smooth we will try to address issues involving senior citizens like possibly smaller totes. No other questions were given.

Old Business/New Business

No old business or new business was given.

A motion was made to adjourn the meeting at 7:24pm by Mr. Stouch, seconded by Mr. Wynne. Keiser-Aye, Stouch-Aye, Wynne-Aye. Motion passed.

Respectfully submitted by,
Marcy Meitzler