

# Douglas Township, Montgomery County

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## AGENDA – May 15<sup>th</sup>, 2023

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of May 1<sup>st</sup>, 2023 Board of Supervisors Meeting
  - a. Additions, corrections, motion for approval
  - b. Agenda for May 15<sup>th</sup>, 2023 – additions, corrections, motion for approval.
5. ZHB Application – 58 Congo Rd, former garage apartment (Jeff Karver, Esq.)
6. Solicitor Report – Wendy McKenna, Esq.
  - a. #2023-04 Fire Prevention/Fire Protection (Public Hearing)
  - b. Waste Management – Schedule Change (Presentation by Don Isabella)
7. Treasurer's Report – Cynthia O'Donnell
  - a. Authorization to pay the bills (BOS Approval Required)
  - b. Copies of Unpaid Bills Detail Report in Township Lobby
8. Police Department – Chief Templin
  - a. General Order – Knox Box Access (procedures for use & security), BOS approval required.
9. Engineering Report – Khal Hassan, Pennoni Engineering
10. Emergency Services Reports
  - a. GF&R Report
  - b. GACAS Report
  - c. Bally Ambulance Report
  - d. ESB Meeting – May 8<sup>th</sup>, 2023
    1. Meeting Minutes ready for approval.

11. Manager's Report

1. Schedule of Meetings
  - a. Monday June 5<sup>th</sup>, 2023 BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm.
  - b. Thursday June 8<sup>th</sup>, 2023 P/A Meeting @ 7pm – Workshop @ 6:00pm (Zoning Updates & Mailboxes)
  - c. Monday June 12<sup>th</sup>, 2023 ESB Meeting @ 6pm T.B.A.
2. Park & Recreation Summer Help – June to September, budgeted for \$17.00/hour (BOS Approval Required)
3. Resolution #051523-01 Township Administration Municipal Records Disposition & Resolution #051523-02 Gilbertsville Fire Co #1 Financial Records Disposition per the Municipal Records Manual (BOS Approval Required)
4. Tuition Reimbursement – Building Code Official \$1,432.00

12. Old Business/New Business

13. Public Comment

14. Adjournment

**NEXT MEETING MONDAY JUNE 5<sup>TH</sup>, 2023 @ 7PM**

The meeting of the Douglass Township Board of Supervisors was called to order at 7:16P.M. Attending were Chairman Joshua Stouch, Vice-Chairman Sara Carpenter, Supervisor Alan Keiser, Solicitor Wendy McKenna, Manager Peter Hiryak, Khal Hassan of Pennoni & Associates, Andrew Duncan, Chief Templin, McKenna Powanda, Mike Heydt, Cindy O'Donnell, and approximately 14 residents/developers. A reporter was present.

Mr. Stouch led in the Pledge of Allegiance and announced that there was an Executive Session this evening from approximately 6:50pm to 7:10pm regarding personnel matters, no decisions or votes were given.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of May 1<sup>st</sup>, 2023 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the minutes of the May 1<sup>st</sup>, 2023 Board of Supervisors Meeting. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Stouch asked if there were any questions, comments, or corrections to the May 15<sup>th</sup>, 2023 Board of Supervisors Agenda, no changes were given.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to approve the May 15<sup>th</sup>, 2023 Board of Supervisors Agenda. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

**ZHB Application – 58 Congo Rd, former garage apartment (Jeff Karver, Esq.)**

Mr. Karver was not present. Mr. Hiryak gave a brief overview stating that this is an existing property located next to the Gilbertsville Elementary School with a home and detached garage w/apartment. The property and buildings are in disrepair and is being restored by the current owner. A use variance is requested to restore the apartment above the garage with interior renovations to the 2 bedrooms and 1 bathroom. The front property is connected to public sewer and they plan to connect the garage to public sewer also. The current owner has done a good job in cleaning up the property. Mr. Hiryak said that the P/A recommended support for this variance contingent upon approval of all necessary building permits and bringing the building up to construction codes. The hearing is scheduled for 6/22/2023.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to recommend support for a use variance to restore an existing garage w/apartment at 58 Congo Road, Gilbertsville PA 19525. Keiser-Abstain, Stouch-Aye, Carpenter-Aye. Motion passed.

**Solicitor Report – Wendy McKenna, Esq.**

#2023-04 Fire Prevention/Fire Protection (Public Hearing) – Ms. McKenna stated that this ordinance amends the Douglass Township, Montgomery County Code of Ordinances, to include Fire Prevention and Fire Protection Mechanisms for Emergency and Fire Services and for Inspections and Enforcement of Rules and Regulations to Protect the Residents, Businesses and Visitors of Douglass Township. Exhibit List: B-1 Motion to Advertise (Supervisors draft minutes of April 17, 2023); B-2 Legal Notice (request to advertise emailed to The Mercury on April 20, 2023); B-3 Email correspondence to the Montgomery County Law Library of April 20, 2023 transmitting an attested copy of the Ordinance; B-4 Proof of Publication (April 27, 2023); B-5 Ordinance No. 2023-04 – An Ordinance Amending the Douglass Township, Montgomery County Code of Ordinances, to include Fire Prevention and Fire Protection Mechanisms for Emergency and Fire Services and for Inspections and Enforcement of Rules and Regulations to protect the Residents, Businesses and Visitors of Douglass Township. Mr. Duncan said basically this ordinance combines all current Fire & EMS ordinances and adds commercial enforcement (display & storage) for public safety. No questions were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to adopt Ordinance #2023-04 Amending the Douglass Township, Montgomery County Code of Ordinances, to include Fire Prevention and Fire Protection Mechanisms for Emergency and Fire Services and for Inspections and Enforcement of Rules and Regulations to

Protect the Residents, Businesses and Visitors of Douglass Township. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Waste Management – Schedule Change (Per contract, a change order or addendum is required). Mr. Isabella & Mr. Hollinger were present to give a brief overview of the proposed service day changes eliminating Friday collection that would affect approximately 1100 customers. Saturday collections would no longer be required for holiday weeks, residents with Friday collection would no longer have to worry about having their carts out over the weekend, weather related service delays that may occur Monday-Thursday can be recovered on Friday, additional crew hours will be available each day to address missed trash, reduced truck traffic on Friday by eliminating two trash trucks, efficiencies and cost controls realized with one less service day will be considered in future bid pricing. WM Gilbertsville drivers & site leaders are committed to continued service quality. Service day changes will be effective week of Monday July 10<sup>th</sup>. On 6/5/23 phone/email blasts with announce changes and reminders to check mail for postcards. Postcards will be mailed on 6/12/23 & 6/26/23. Monday-Thursday weeks of 7/10 & 7/17/23 we will recover “old” service day set-outs with reminder of new schedule to be placed on carts if necessary. Residents can access interactive map on Township website to find their service day. Township staff will be provided with “service address by day of week” searchable spreadsheet, and Township social media will be updated with information about service day changes. Ms. Stouch asked at the end of the current contract will any cost savings be passed on to residents, Mr. Isabella replied yes. Ms. McKenna needs authorization from the Board to draft an amendment to the contract for the July 10, 2023 roll-out date.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to authorize Solicitor McKenna to draft an amendment to the contract for Waste Management change of service dates. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

**Treasurer’s Report (Authorization to pay the bills) – Cynthia O’Donnell**

The unpaid bills as of May 15<sup>th</sup>, 2023 is \$542,819.64, the unusual bills are Graber Letterin’ for decals on new Code Enforcement vehicle from ARPA fund, and ballfield banners from General fund, Hess Embroidery & Uniforms for police department badges, New Enterprise Stone & Lime for tar and chip project from State Aid, Sacks & Sons for tar and chip project from State Aid, Sharkan Supply for small tools & equipment for highway department, and Waltz Turf Farm for sod replacement around monument at admin office. Copies of the Unpaid Bills Detail Report are available in the lobby. No questions were given.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser for authorization to pay the unpaid bills as of May 15<sup>th</sup>, 2023 in the amount of \$542,819.64. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

**Police Department Report – Chief Barry Templin**

April 2023 Police Statistics: 363 calls for service, 3 reportable accidents, 12 non-reportable accidents, 11 criminal investigations, 3 criminal arrests, 24 paper citations, 65 e-citations, 6 non-traffic citations, and 1 parking ticket. On April 21, 2023 Chief Templin attended the Safe Driving on Rural Roads Event sponsored by the Montgomery County Farm Bureau. The event was held at the Moser Farm off of Moser Road. Senator Pennycuick and Representative Scheuren also attended the event which is held each year to help raise awareness and reduce the potential for accidents involving Pennsylvania motorists and farm equipment. On April 22<sup>nd</sup>, 2023 we collected 56 lbs. of unused, unwanted and expired medications during the National Drug Take Back Initiative. The next event will be held sometime in October 2023. The Bureau of Justice Assistance announced that the Fiscal Year 2023 Patrick Leahy Bulletproof Vest Partnership Program application period opened. This grant program pays

for half of the cost for a bulletproof vest for each officer. I filed for the grant on May 3, 2023. All applications have to be in by June 26, 2023. Applications for the full-time police officer position closed on May 1, 2023. Our police department received fourteen applications and one has since withdrawn. Criminal backgrounds were completed on all applicants and we will begin conducting oral interviews at the end of May 2023. I will keep the Board apprised of the progression as we narrow down our applicants. Possibly hiring start date of July/August. On May 1, 2023 the area police Chiefs met with Boyertown Area School Superintendent Marybeth Torcia to discuss safety concerns and security issues at the various schools in the school district. On May 17, 2023 our police records are scheduled to be destroyed in accordance with the Municipal Records Retention Act and Township Resolution 041723-01 by Richter Mobile Shredding Company. In September 2023 Marissa Hillegas, a senior from the Boyertown Area High School, will be joining our police department to complete her internship. This is part of her graduation requirements and our police department is certainly happy to help this student achieve this goal. Tonight, I am seeking the Board's approval of General Order: 126.1 Fire Department Access Box (Knox Box). This policy has been discussed at several Emergency Service Board meetings and was submitted to the Board of Supervisors and the Township Solicitor a while ago for review. The policy provides direction on the use of Knox Box keys and the security of such keys.

General Order 126.1 – Knox Box Access (procedures for use & security), BOS approval required. A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve General Order 126.1 – Knox Box Access (procedures for use & security). Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Kolb asked is Fire Police are getting bulletproof vests, Mr. Duncan replied that he has 8 vests at the Fire Company.

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

**Engineering Report – Khal Hassan, Pennoni Engineering**

No report. Mr. Hiryak commented that PennDot is requesting a staff meeting for a 2<sup>nd</sup> right in, right out off of Rt. 100. The Board of Supervisors agreed to the staff meeting. Mr. Hiryak will schedule the staff meeting.

**GF&R Report/GACAS Report/Bally Ambulance Report**

Written reports are available in lobby. Mr. Duncan gave a brief overview of the April 2023 Monthly Report for Gilbertsville Fire & Rescue. Mr. Duncan said our open house & food truck event on Saturday April 29<sup>th</sup>, 2023 was a huge success and thanked the Board and the manager for showing their support by attending the event. The Fund Drive Letter was distributed to all residents of Douglass Township on Friday April 7, 2023. We received 205 responses in the first week for a total of \$15,347.67. Mr. Duncan gave an overview of the ESB Meeting Minutes of May 8<sup>th</sup>, 2023. Mr. Stouch asked if there were any questions, comments, or changes to the ESB Meeting Minutes of May 8<sup>th</sup>, 2023, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the ESB Meeting Minutes for May 8<sup>th</sup>, 2023. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

GACAS Report – Ms. Ginsinger gave a brief overview of the April Ambulance Report: 122 total calls, 62 ALS calls, 54 BLS calls, 2 calls to assist. The membership drive has reached \$100,000.00 and they have received an anonymous donation for \$30,000 which is greatly appreciated. Mr. Stouch said that he attended his 1<sup>st</sup> GACAS Meeting last week and is comfortable where GACAS is right now, they are going in the right direction. No questions were given on the GACAS report.

Bally Ambulance – No Report

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to accept the GF&R Report and the GACAS Report as presented. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Hiryak asked for approval to add EMS Requests for ARPA funding to the next agenda along with the additional Body Cameras requested by the police department. The Board agreed for these items to be placed on the next BOS Meeting Agenda.

**Public Works – Mike Heydt**

No Report

**Manager’s Report – Peter Hiryak**

1. Schedule of Meetings:
  - a. Monday June 5<sup>th</sup>, 2023 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm, Thursday June 8<sup>th</sup>, 2023 P/A Meeting @ 7pm – **Workshop @ 6:00pm** (Zoning updates & E. Philadelphia Avenue mailbox discussions). Monday June 12<sup>th</sup>, 2023 ESB Meeting @ 6pm TBA (will announce schedule June 5<sup>th</sup>, 2023)
2. Park & Recreation Summer Help – June to September 2023, budgeted for \$17/hr. (BOS Approval Required) – Authorization for Jeremy Neiman to be hired as P/T park/open space maintenance worker on June 5<sup>th</sup>, 2023.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to hire Jeremy Neiman as a part time summer park/open space maintenance worker at the budgeted amount of \$17.00/hour, with hire date of June 5<sup>th</sup>, 2023. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

3. Resolution #051523-01 Township Administration Municipal Records Disposition – this is for disposition old financial and purchasing records, administrative and legal records, tax collection and assessment records, payroll records, and personnel records of the Township in accordance with the Municipal Records Manual approved December 16, 2008.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve Resolution #051523-01 for the disposition of Township Administration Municipal Records as set forth in the Municipal Records Manual. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

4. Resolution #051523-02 Gilbertsville Fire Co #1 Financial Records Disposition per the Municipal Records- this is for the disposition of old financial and purchasing records, payroll records, administrative & legal, tax collection and assessment records of Gilbertsville Fire Co #1 in accordance with the Municipal Records Manual approved December 16, 2008.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve Resolution #051523-02 for the disposition of Gilbertsville Fire Co #1 Records as set forth in the Municipal Records Manual. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

5. Tuition Reimbursement – Building Code Official \$1,432.00 – Building Code Official, Matt Wojaczyk, completed a course in Intro to Public Administration from East Stroudsburg University. BOS approval is required for reimbursement.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve Tuition reimbursement in the amount of \$1,432.00 to Building Code Official Matt Wojaczyk for successfully completing the Intro to Public Administration course offered by East Stroudsburg University. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Stouch announced that the Executive Session this evening was involving Mr. Hiryak’s retirement and contract. Mr. Stouch asked the Board to place this on the next meeting agenda. The Board of Supervisors agreed to do so. No questions were given on the Manager’s Report.

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

**Old Business/New Business**

Mr. Heydt informed the Board that he recently sold the Townships 2006 Eager Beaver Trailer to Paradise Township for \$9,400. We purchased this piece of equipment for \$16,000. Ms. O'Donnell added that this was originally purchased out of the State Aid Fund, so the \$9,400 will go back into the State Aid Fund.

**Public Comment**

Mr. Stouch reminded everyone that May 16<sup>th</sup>, 2023 is the Primary Election, vote and make your voice be heard.

A motion was made by Mr. Stouch, seconded by Mr. Keiser to adjourn the meeting at 8:11 pm. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

**The next Board of Supervisor's Meeting will be held on Monday, June 5<sup>th</sup>, 2023 @ 7 pm.**

Respectfully submitted by,  
Marcy Meitzler



Gilbertsville Fire and Rescue Company

Monthly Fire Report

April 2023

**Incidents by type:**

111 - Building fire: 6

162 - Electrical Fire: 1

311 - Medical Assist: 1

322 - Motor vehicle accident with injuries: 1

323 - Vehicle Accident vs. Pedestrian: 1

424 - Carbon Monoxide Incident - 3

511 - Lockout - 1

551 - Assist police or other governmental agency: 3 (Fire Police Call)

552 - Assist Police Department with Lighting: 1

745 - Fire alarm: 1

900 - Special type of incident: 1

911 - Citizen Complaint: 3 (burn ban related complaints)

Total Incidents for April 2023: 23

Fire Company in Service Time: 108 hours, 43 minutes

Call total for 2023: 104

Fire Company in Service Time Year to Date: 432 Hours, 35 Minutes



## Response per Municipality:

Douglass Township Montgomery: 14

Colebrookdale Township (Berks County): 5

Boyertown Borough (Berks County): 1

New Hanover Township: 2

Washington Township (Berks County): 1

## Training:

1. Engineers night / Equipment Checks
2. Tanker Fill Site with New Hanover Fire Company for ISO testing
3. Acquired Structure Training – Upper Frederick Township
4. 16 Hour VFIS Train the Trainer EVOIC Instructor course completed by 3 members (Yingling, Duncan, Swanson)
5. Pump Training
6. Assistant Chief Bardman successfully completed his Firefighter 2 Certification
7. Two junior members started and completed module 1 for Firefighter 1 Certification (Neiman, Herb)

## Events:

1. Food Trucks and Open House Event at Gilbertsville Fire and Rescue was a huge success. Stay tuned for more events coming soon.
2. Fund Drive Letter was distributed to all residents of Douglass Township on Friday April 7, 2023. We received 205 responses in the first week for a total of \$15,347.67.

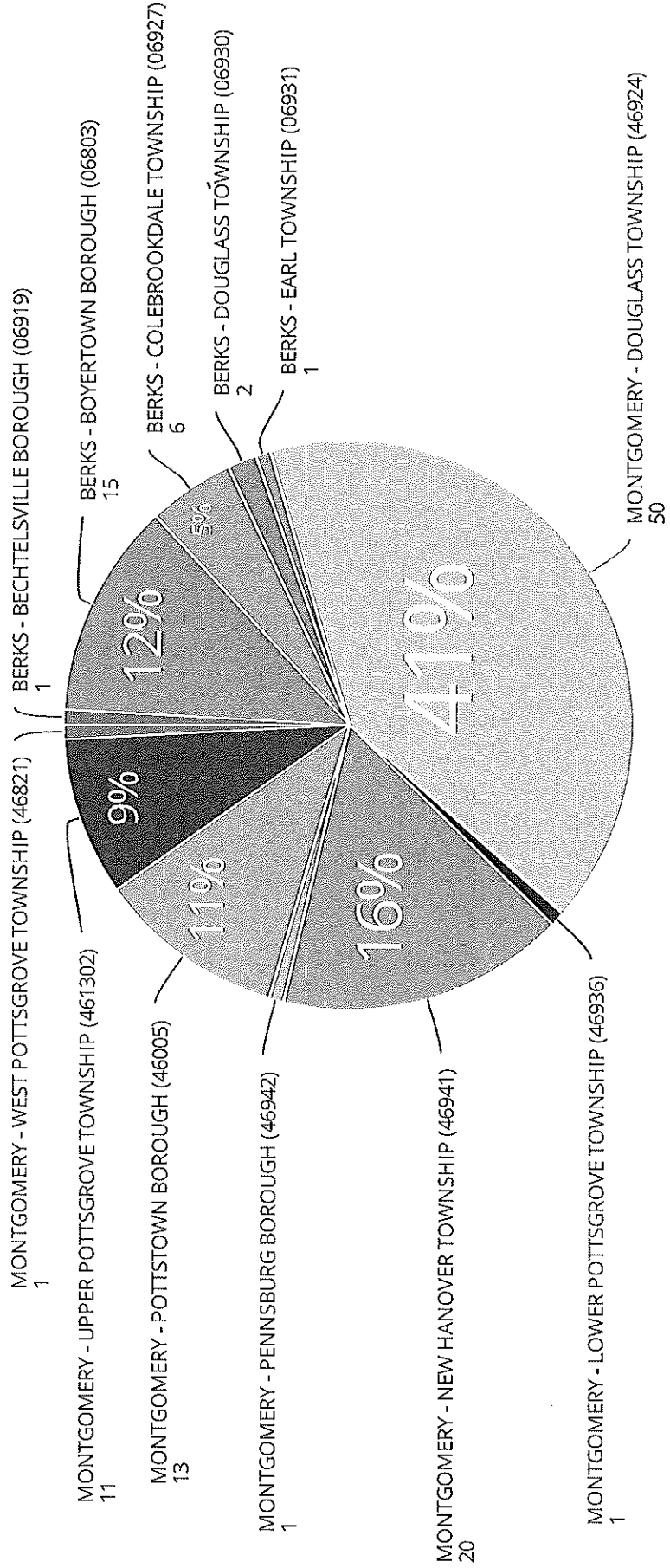
Respectfully Submitted,

*Andrew A. Duncan*

Andrew A. Duncan  
Chief of Fire Operations  
Gilbertsville Fire and Rescue

G.A.C.A.S.

Zone Chart



Total Calls for the month

Total Calls  
**122**

Total ALS Calls

Total ALS Calls  
62

BLS total calls

Total BLS calls  
54

Total Agency, Assist Calls

Total Agency, Assist Calls  
2

Incident Numbr

Scene Zone	Municipal Totals
BERKS - BECHTELSTVILLE BOROUGH (06919)	1
BERKS - BOYERTOWN BOROUGH (06803)	15
BERKS - COLEBROOKDALE TOWNSHIP (06927)	6
BERKS - DOUGLASS TOWNSHIP (06930)	2
BERKS - EARL TOWNSHIP (06931)	1
MONTGOMERY - DOUGLASS TOWNSHIP (46924)	50
MONTGOMERY - LOWER POTTS GROVE TOWNSHIP (46936)	1
MONTGOMERY - NEW HANOVER TOWNSHIP (46941)	20
MONTGOMERY - PENNSBURG BOROUGH (46942)	1
MONTGOMERY - POTTSTOWN BOROUGH (46005)	13
MONTGOMERY - UPPER POTTS GROVE TOWNSHIP (461302)	11
MONTGOMERY - WEST POTTS GROVE TOWNSHIP (46821)	1

Total Recalls

21

Transports by Destination

Destination Location Name	Total incident number
Lehigh Valley Hospital-Cedar Crest	9
Penn State Health St. Joseph Medical Center	2
Phoenixville Hospital - Tower Health	8
Pottstown Hospital - Tower Health	50
Reading Hospital - Tower Health	5
St. Luke's Hospital-Upper Bucks Campus	3

Total ambulance transports

77

May 8<sup>th</sup>, 2023 Page 1

The meeting of the Douglass Township Board of Supervisors was called to order at 6:12PM. Members in Attendance were Supervisor Josh Stouch, Supervisor Alan Keiser, Township Manager Peter Hiryak and Township Treasurer Cindy O Donnell. Also in attendance were Emergency Services Board members including Fire Chief Andrew Duncan, EMS Chief John Doucette, Police Sergeant Brian Steffie, Rick Smith, Kim Stouch, Don Bergstresser, Dean Brumbach and 3 residents.

Chairman Josh Stouch started the meeting with the Pledge of Allegiance.

Chairman Josh Stouch turned the meeting over to Chairman of the Emergency Services Board Andrew Duncan

FIRE –

- a. Lease agreement has been completed and will be removed from agenda.
- b. Fire Prevention and Fire Protection Ordinance – Proof of publication received today. Public hearing will be held on Monday May 15, 2023 at the BOS meeting.
- c. Chief Duncan continued discussions with the Board of Supervisors about Pennsylvania Act 172 of 2016. Act 172 is Pennsylvania law that allows a volunteer firefighter tax credit. Municipalities may offer a local real estate tax credit and/or a local earned income tax credit to volunteer firefighters that live in the township. Chief Duncan presented the Board of Supervisors and Emergency Services Board with three documents. 1. Eligibility document for volunteer firefighters 2. Sample ordinance 3. Sample resolution. Chief Duncan would like to meet with township staff to review the sample ordinance and resolution and report back to the Board of Supervisors when a good sample is available. Chairman Josh Stouch stated that he will abstain from any and all voting in reference to this topic because he is a volunteer firefighter in Douglass Township and could benefit from this.
- d. Continuing discussions with Global Advanced Metals representatives about their fire incident. Cooperative efforts between fire department and GAM continuing to talk about emergency planning, pre-planning buildings and hazards on site and building a working relationship. Chief Duncan is confident that we have their attention and will continue working with them and keeping the Board of Supervisors up to date with progress.
- e. It was mentioned that there was a recent newspaper article in the "Boyertown Bulletin" regarding the former Sassamansville Fire Company and their desire to get formally recognized by a neighboring Municipality so they can be accredited to run fire calls. The article mentioned that they have vehicles, equipment and the volunteers necessary, they just need an opportunity to serve. The ESB had a brief discussion about this and the history of the New Hanover / Sassamansville merger.

POLICE –

- a. Sergeant Steffie reported on some grant funded enforcement programs that the police department is currently working.
  - i. Aggressive driving enforcement grant program provided \$1,352.72 for officer overtime and 43 citations have been issued.
  - ii. Pedestrian Enforcement program is providing \$450.00 for officer overtime to concentrate in heavy foot traffic areas in the township.
  - iii. Click it or ticket will be conducted through the Memorial Day Holiday.
- b. An evaluation for speed limit signs and locations was conducted in the Preserve of Montgomery development. A list of recommended signage was given to the Board of Supervisors and Public Works for review.
- c. Bartman Avenue traffic study number 2 was completed. This time the evaluation was conducted in the 600 block of Bartman Avenue. The results are similar with the same average speed and average number of cars traveling on the road over the last 10 days.

EMERGENCY MANAGEMENT –

- a. Tow Policy – approved by Board of Supervisors. Will be removed from agenda.

EMS – EMS

- a. EMS Chief John Doucette presented his April 2023 Gilbertsville Ambulance report. 123 calls for the month.
- b. Grossed \$44,000.00 for the month of April, highest income generating month since Chief Doucette has taken over.
- c. Gilbertsville Ambulance received an anonymous \$30,000.00 donation. Organization would like to thank this generous donor.
- d. Chief Doucette gave an update on attempts to meet with New Hanover Township in reference to ambulance funding, and getting back ambulance territory that was taken from Gilbertsville Ambulance and given to Goodwill Ambulance. New Hanover Township is not willing to come to the table to discuss either topic. The loss of territory is expected to show a loss of \$130,000 in medical billing and another \$50,000.00 in lost revenue in fund drive mailing income. They are stating that it is taking longer than expected to implement their Emergency Services Board. They are also stating that Gilbertsville Ambulance being investigated by law enforcement is also another reason for New Hanover Township not starting discussions with Gilbertsville Ambulance. Chief Doucette wanted to make it very clear that Gilbertsville Ambulance is not under investigation by any law enforcement agency.
- e. Gilbertsville Ambulance held a special meeting to go over 2023 financials year to date. They also went over documents supplied by the township and will be providing all requested information to the township treasurer in the upcoming weeks. Gilbertsville Ambulance is also planning to meet with the Township Treasurer to continue to build a working relationship and ensure that she is receiving all of the information that is needed.
- f. Gilbertsville Ambulance has amended their bylaws to include a Board of Supervisor member from Douglass Township. Currently Douglass Township has two appointed members on the ambulance board. This addition would bring the members from Douglass Township to 3. In the event that New Hanover Township would like to participate on the ambulance board with



representatives, one Board of Supervisor representative would be added to the board. If or when this occurs, one of the Douglass Township appointees would need to step down. This was changed to bring voting powers and transparency to the municipalities in which Gilbertsville Ambulance serves.

- g. With the new by-law change, Gilbertsville Ambulance was looking for the Emergency Services Board to make a recommendation for a Board of Supervisor representative to be recommended for Douglass Township. A motion was made by Rick Smith to appoint Josh Stouch to the Gilbertsville Ambulance Board. This motion received a second from Dean Brumbach. Chairman Stouch wanted to confirm that this board seat does not receive any financial compensation. Chief Doucette stated that this position is not a compensated position with the ambulance.

Upcoming meeting dates for the Emergency Services Board:  
Monday June 12, 2023 @ 6:00PM (meeting may not be needed)

August 14, 2023 @ 6:00PM  
October 9, 2023 @ 6:00PM  
December 11, 2023 @ 6:00PM

The meeting was then turned back over to Chairman Josh Stouch of the Douglass Township Board of Supervisors.

OLD BUSINESS/NEW BUSINESS –

- a. Treasurer Cindy O Donnell gave a brief overview of the to date expenditures from the American Rescue Plan Act. Treasurer O Donnell highlighted the expenses that have already been made and the remaining funds that have been earmarked and assigned to date. There is some remaining money that still has not been earmarked to a specific project. Cindy would like to work with the Board of Supervisors to come up with a plan to earmark the remaining funds to either the building renovation line item, or to other projects that the board may have in mind.
- b. Sergeant Brian Steffie stated that an additional 4 body cameras and a docking station would be helpful so that each officer has their own assigned camera. There is also another item needed for the Intoxilyzer machine that will be needed to become operational. Sergeant Steffie did have some preliminary estimates. If these items could be considered for additional ARPA funding it would be helpful to the police department.
- c. Gilbertsville Ambulance stated that they have a need for a new monitor. The current monitor is about 8 years old and is beginning to not function properly. Chief Doucette will get a quote for this piece of equipment.

PUBLIC COMMENT –

- a. No public comment was made.

A motion was made Chairman Josh Stouch, seconded by Supervisor Alan Keiser to adjourn the meeting. Motion passed.

ADJOURNMENT 7:35PM