



Douglas Township, Montgomery County

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AGENDA – June 5th, 2023

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of May 15th, 2023 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for June 5th, 2023 – additions, corrections, motion for approval.
5. Engineer Report – Khal Hassan
 - a. Madison Walk – Rolph Graf (P/A recommended conditional preliminary approval, with dedication of Road A)
6. Police Report – Chief Barry Templin
 - a. Tuition Reimbursement – Officer Castellucci (\$5,825.58)
7. Solicitor Report – Robert Brant, Esq.
8. Highway Department – Mike Heydt
 - a. 2023 Road Work Projects Update
9. Manager's Report – Peter Hiryak
 1. Schedule of Meetings
 - a. Thursday June 8th, 2023 P/A Meeting @ 7pm – **Workshop 6:00pm** (zoning updates & E. Phila Ave Mailbox discussions).
 - b. Monday June 12th, 2023 ESB Meeting @ 6pm (T.B.D.)
 - c. Tuesday June 20th, 2023 BOS Meeting @ 7pm, BOS Agenda Meeting @ 6:30pm.
 - d. Revised BOS Summer Meeting Schedule (Approval & Advertisement)
Monday July 24th, 2023 @ 7pm
Monday August 21st, 2023 @ 7pm
Monday September 18th, 2023 @ 7pm
 - e. DEP Meeting (Boyertown Landfill) – Wednesday June 21st, 2023 @ 6:30pm at the GF&R Building.
 2. ZHB – (2) Applications pending: Avante Apts Phase II and 58 Congo Rd – Apartment (hearings scheduled for 6/22/2023 starting @ 5:30pm)
 3. Budget Amendments - Additional ARPA Funding Requests & Building Permit Fees Increase

- a. Police Department – 4 Body Cameras & Docking Station and Intoxilyzer (\$6,867.27)
- b. GACAS – (1) Cardiac Monitor/Defibrillator; (3) Emergency Laerdal Suction Units with disposable canister & (1) CPR Training Set (\$38,151.00)
- c. Additional Building Permit Fees (\$80,000.00)

10. Old Business/New Business

1. Authorization to start process to enact the International Property Maintenance Code
2. Township Manager – Contract/Retirement

11. Public Comment

12. Adjournment

NEXT MEETING 7PM TUESDAY JUNE 20TH, 2023

The meeting of the Douglass Township Board of Supervisors was called to order at 7:00P.M. Attending were Chairman Josh Stouch, Vice-Chairman Sara Carpenter, Supervisor Alan Keiser, Manager Peter Hiryak, Solicitor Robert Brant, Khal Hassan of Pennoni & Associates, Andrew Duncan, Mike Heydt, McKenna Powanda, Chief Templin, Officer Steffie, and approximately 28 residents/developers. A reporter was present.

Mr. Stouch led in the Pledge of Allegiance and announced there was an Executive Session this evening involving personnel matters, no votes or decisions were given.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of May 15th, 2023 Board of Supervisors Meeting. No changes were given.

A motion was made by Mr. Keiser, seconded by Mr. Stouch to approve the minutes of the May 15th, 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 June 5th, 2023 Board of Supervisors Agenda, none were given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the June 5th, 2023 Board of Supervisors Agenda as presented. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Highway Department – Mike Heydt

2023 Road Work Projects Update (Summer Hill Development Tar & Chip Update) - Andrew Duncan & Mike Heydt - Mr. Duncan stated that Douglass Township is comprised of 17 square miles and includes about 3,500 residential homes. Our Public Works Department is responsible for the maintenance of 73.08 miles of Township owned public roadways, and winter maintenance on 3 miles of PennDot owned roadways. The 2023 general fund budget line for highway construction and rebuild is \$220,985.00. Mr. Duncan stated that there are two different paving methods commonly used on roadways. First there is traditional asphalt, commonly known as “blacktop”, which features a smooth jet-black finish. The second option is tar and chip seal which possesses a more textured surface. Tar & chip is considerably less per mile than a blacktop overlay, requires far less maintenance & is less prone to deteriorate or form potholes over time. This process is used on low-volume roads that see roughly 2,500 vehicles or fewer per day, is more cost effective, has a shorter cure time than blacktop, offers greater skid resistance providing traction, helps eliminate black ice – water doesn’t pool very easily, tar and chip seal roadways are only rated to last for 7 – 10 years however cracks and potholes do not form as easily, it heals itself by contracting and expanding when water, ice, and extreme temperatures are involved, and requires less maintenance than a blacktop road. Summer Hill is 1.5 miles of roadway, the cost of tar & chip is \$120,380.50. Milling & Overlay for Summer Hill would cost \$475,200.00. The tar & chip process was done in the Summer Hill Development, it was a two-step process with tar and 1/2” stone and then tar w/1/4” stone. The roads will continue to get smoother, the sweeper went through the development today to clear the loose stones and the sweeper will go through again tomorrow. Cross Road was tar & chipped two years ago and is very smooth so as summer goes on the road will get smoother. The Township uses rubber blades on our snowplows so the blades glide on the top surface and do not dig into roads. Mr. Stouch said that Limerick, Red Hill New Hanover, and several other neighboring Townships use this paving method. The tar & chip process has become much more improved over the years. Mr. Hassan agreed that tar & chip is a very good process. Mr. Heydt stated that they will perform curb sealing in the fall when it gets cooler and we will be out again tomorrow for clean-up. Mr. Caruso asked Mr. Heydt if he will be sending out notices when is ready for curb sealing, Mr. Heydt said he will send out notices. Mr. O’Connor from 45 Ava Circle said Summer Hill was never a blacktopped road and never smooth. Mr. Heydt stated that in 2005 the developer used super pave, an approved process by PennDot, in the Summer Hill Development before the Township took dedication of the roads. Mr. Lynch from 100 Summer Hill stated that the road was never finished, the sewer inlets were always above the blacktop, this is just a band aid and you should have left the roads alone.

Mr. Stouch stated that we are using the best practices according to the State, Roadmaster, and Engineer this is what is common. Mr. Stouch asked the public to speak one at a time several times during this discussion. Mr. Lynch stated that it's a dangerous road, it is no good. Mr. Stouch said we will consult with our Engineer & Staff and assess the situation. Mr. Burkett from 60 Jamie Circle complained that the sweeper came in today making doughnuts on the road and tore it up, they did the same thing on Ashley Circle & Ava Circle. A resident on Ashley Circle said that Ashley was paved so why did you tar and chip it. Residents complained that walking, bike riding, and motorcycle riding is dangerous because you wipe out on the stones. Another resident complained that their home values will decrease because it looks like country roads not blacktop. Mr. Stouch disagreed with that and said value is based on its location and market value. Mr. Stouch asked Mr. Hassan if he will look at the roads next week and give his assessment of the project and give a report for the meeting on June 20th if possible, Mr. Hassan said he will try to have a report by then. A resident asked if it would be possible to do a core test on the road to determine if a top coat was put on. Another resident asked when would you fog seal, Mr. Heydt stated that fog sealing must be done in the fall or next year depending on the budget. A resident asked why was Gilbertsville Fire Company paved and not tar and chipped, Mr. Stouch responded that the GF&R lot was a dirt/gravel surface and you need asphalt to apply tar & chip material. Mr. Stouch commented that we have a full meeting schedule this evening so we must move on however you are welcome to stay for the public comment portion of the meeting to voice any of your questions and concerns.

Engineer Report – Khal Hassan

Madison Walk – Rolph Graf (P/A recommended conditional preliminary approval, with dedication of Road A) – Mr. Hassan said the proposal is for 136 units in Douglass Township and 68 units in Colebrookdale Township. Mr. Graf and developer D R Horton gave a brief overview of the project and asked for Preliminary Plan Approval. Mr. Hassan recommended Preliminary Plan Approval excluding waiver for another time. Mr. Graf recommended that Road A be dedicated with a 32ft cart way width and stop signs to calm traffic speed.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize Solicitor Brant to prepare the Preliminary Plan Resolution for Madison Walk. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Police Report

Tuition Reimbursement – Officer Castellucci (\$5,825.58) – Mr. Hiryak asked for tuition reimbursement approval in the amount of \$5,825.58 to Officer Castellucci, per the police contract, for classes successfully completed in Terrorism Threats & Strategies and Drugs & Society. No police report was given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve tuition reimbursement in the amount of \$5,825.58 to Officer Castellucci, per the police contract, for classes successfully completed in Terrorism Threats & Strategies and Drugs & Society. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Solicitor Report – Robert Brant, Esq.

No report was given.

Manager's Report – Pete Hiryak

Mr. Hiryak reviewed the upcoming meeting schedule as follows:

1. Thursday June 8th, 2023 P/A Meeting @ 7pm - **Workshop @ 6:00pm** (zoning updates)
Monday June 12th, 2023 ESB Meeting (**Cancelled**)
Tuesday June 20th, 2023 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm.
Revised Summer Meeting Schedule (Approval & Advertisement) – Mr. Hiryak asked for the following meeting changes (One Per Month):
Monday July 24th, 2023 @ 7pm

Monday August 21st, 2023 @ 7pm

Monday September 18th, 2023 @ 7pm

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approval the Summer Meeting Schedule and approval for Advertisement. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

DEP Meeting (Boyertown Landfill) – Wednesday June 21st, 2023 @ 6:30pm at the GF&R Building, the manager stated that this is in regard to Hazardous Sites Cleanup involving the Boyertown Landfill on Merkel Road.

2. ZHB – (2) Applications pending: Avante Apartments Phase II and 58 Congo Rd – Apartment (hearings scheduled for 6/22/2023 starting @ 5:30pm)
3. Budget Amendments – Additional ARPA Funding Requests & Building Permit Fees Increase
 - a. Police Department – 4 Body Cameras & Docking Station and an Intoxilyzer (\$6,867.27)
 - b. GACAS - (1) Cardiac Monitor/Defibrillator; (3) Emergency Laerdal Suction Units with disposable canister & (1) CPR Training Set for a total of (\$38,151.00)

A motion was made by Mr. Stouch, seconded by Mr. Keiser to approve the purchase of 4 Body Cameras & Docking Station, and 1 Intoxilyzer for the police department in the amount of \$6,867.27, and the purchase of 1 Cardiac Monitor/Defibrillator; 3 Emergency Laerdal Suction Units with disposable canister & 1 CPR Training Set in the amount of \$38,151.00 to be distributed from the ARPA Fund. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

- c. Additional Building Permit Fees (\$80,000.00) – Mr. Hiryak stated that an additional \$80,000 in permit fees has been received from the Hospital & Medical Office Building.

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

1. Authorization to start process to enact the International Property Maintenance Code – The Board was in agreement to start the process to enact The International Property Maintenance Code.
2. Township Manager (Contract/Retirement) – The manager stated that he is finalizing his contract extension and retirement date with the BOS (April 2024).

Public Comment

Mr. Hammill stated that in Limerick behind where he works there is a 55+ Development that was done with the tar & chip process like the Summer Hill Development and it looks beautiful, the beginning was rough but it gets better and needs little maintenance. Mr. McClellan from 145 Huntsville Drive said this is the second summer that he is limited with what he can get done on his property, Mr. Duncan stated that unfortunately the NPDES permit must be terminated/closed out before permits can be given. Mr. Hassan stated that the site has to be 70% stabilized before the NPDES permit can be closed out. Mr. Brant stated that the Board cannot override this because it is a requirement. Mr. Brant offered to write a letter to the developer and ask when this will be closed out. Mr. McClellan thanked Mr. Duncan for responding to all his questions throughout this waiting process. Mr. Stouch thanked everyone remaining in the room including staff for remaining calm through the tar & chip discussions at the beginning of the meeting, cooler heads prevail and if there is a problem we will correct it. Mr. Stouch mentioned that Manager Pete Hiryak has been here for 33 years, and he asked Mike Heydt if he was next. Mr. Heydt said he has 26, Scott Groff has 28 years, Chief Templin has 30 years, and Marcy Meitzler has 24 years of service. That is a lot of knowledge and experience in Municipal work. No other comments were given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 8:06pm. Keiser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Tuesday, June 20th, 2023 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler