



Douglass Township, Montgomery County

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AGENDA – June 20th, 2023

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of June 5th, 2023 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for June 20th, 2023 – additions, corrections, motion for approval.
5. Engineering Report – Allison Lee, Pennoni Engineering
 - a. Road surfacing update
 - b. Growing Greener Gant – MS4 Pollution Reduction Plan Support Letter
6. Solicitor Report – Robert Brant, Esq.
7. Treasurer's Report – Peter Hiryak
 - 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. New Police Officer – Conditional Offer of Employment to John P. Peters (BOS authorization required)
 - b. Police Tuition Reimbursement – Officer Ziegler \$254.04
9. Emergency Services Reports
 - a. GF&R Report
 - b. GACAS Report
 - c. Bally Ambulance Report
10. Manager's Report
 1. Schedule of Meetings
 - a. Thursday July 13th, 2023 P/A Meeting @ 7pm – Workshop @ 6:00pm (Zoning Updates & Mailboxes)
 - b. Monday July 24th, 2023 BOS Meeting @ 7pm, BOS Agenda Meeting @ 6:30pm
 - c. PA DEP Meeting Boyertown Landfill Site Wednesday June 21st, 2023 @ 6:30pm at the GF&R Building.
 - d. ZHB Hearings Thursday June 22nd, 2023 starting at 5:30pm
 2. M. C. 2022 Hazard Mitigation Plan Resolution (www.montgomerycountypa.gov Hazard Mitigation Plan) BOS approval required

11. Old Business/New Business

a. Managers contract extension & retirement date (work in progress)

12. Public Comment

13. Adjournment

NEXT MEETING MONDAY JULY 24TH, 2023 @ 7PM

The meeting of the Douglass Township Board of Supervisors was called to order at 7:00P.M. Attending were Vice-Chairman Sara Carpenter, Supervisor Alan Keiser, Solicitor Robert Brant, Manager Peter Hiryak, Allison Lee of Pennoni & Associates, Andrew Duncan, Chief Templin, McKenna Powanda, Mike Heydt, and approximately 20 residents/developers. A reporter was present.

Ms. Carpenter led in the Pledge of Allegiance and announced that there was an Executive Session this evening from approximately 6:00pm to 6:20pm involving police personnel matters. No decisions or votes were taken.

Mr. Hiryak announced that Joseph Crooker from Troop 505 is in attendance this evening as part of an Eagle Scout merit badge he is working on and he will be recording tonight's meeting.

Ms. Carpenter asked if there were any additions, corrections, or comments to the minutes of June 5th, 2023 Board of Supervisors Meeting. No changes were given.

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

Ms. Carpenter asked if there were any questions, comments, or corrections to the June 20th, 2023 Board of Supervisors Agenda, no changes were given.

A motion was made by Mr. Keiser, seconded by Ms. Carpenter to approve the June 20th, 2023 Board of Supervisors Agenda. Keiser-Aye, Carpenter-Aye. Motion passed.

Engineering Report – Allison Lee, Pennoni Engineering

Road surfacing update – Ms. Lee said they inspected the tar and chip project in the Summer Hill Development after the 1st rain event and last Friday. They found that the road has compacted nicely in the middle of the cartway as well as the sides, some inlets had loose stones, grass debris, and some depressions. Ms. Lee said they will inspect the roads again throughout the summer months. Mr. Caruso asked if the depressions will be fixed, Ms. Lee responded that the depressions will get filled in and compacted so sealing can be done in the fall. Mr. Caruso asked if fog sealing would be done, Mr. Heydt replied that it wasn't in the budget. Mr. Hiryak asked Ms. Lee if she could look at the cul-de-sacs where turning depressions were reported, Ms. Lee stated that they will look at it. Ms. Lee stated the roadcrew will keep checking those areas. No other comment was given.

Growing Greener Grant, MS4 Pollution Reduction Plan Support Letter – Ms. Lee stated that as part of the PRP regulatory requirements of part of the Township's MS4 permit she is looking into the Growing Greener Plus Grant for the design and construction of streambank restoration projects for 500LF along Swamp Creek and 100LF along the unnamed tributary to Green Lane Reservoir. The maximum grant amount is \$500,000. The grant match is 25%, of which, up to 5% in-kind services are permitted to be used as part of the grant match. Ms. Lee is asking for support of the project for application and a Perkiomen Watershed Conservancy support letter. Ms. Carpenter asked if this would be budgeted for 2024. Mr. Hiryak responded yes, we will allocate funds during the budget process this fall for next year.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to approve submission of the Growing Greener Plus Grant Application. Keiser-Aye, Carpenter-Aye. Motion passed.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser for a Commitment Letter for funding for the Perkiomen Watershed Streambank Restoration Project in Douglass Township. Keiser-Aye, Carpenter-Aye. Motion passed.

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

Solicitor Report – Robert Brant, Esq.

Mr. Brant submitted a written report to the Board. He also stated that he is working on Mr. Hiryak's contract extension for the July 24th, 2023 meeting and police personnel matters.

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

Treasurer's Report (Authorization to pay the bills) – Peter Hiryak

The unpaid bills as of June 20th, 2023 is \$485,304.00, the unusual bills are Asphalt Maintenance Solutions for tar and chipping projects from liquid fuels, Brown & Brown for our insurances policies, Gilbertsville Fire & Rescue for the police department lease agreement, Patriot Chevrolet for new police vehicle from ARPA fund, Martin Stone Quarries & Bechtelsville Asphalt for road projects from liquid fuels. Copies of the Unpaid Bills Detail Report are available in the lobby. Mr. Hiryak stated that we will be having a 6-month budget review with the department heads. No questions were given.

A motion was made by Mr. Keiser, seconded by Ms. Carpenter for authorization to pay the unpaid bills as of June 20th, 2023 in the amount of \$485,304.00. Keiser-Aye, Carpenter-Aye. Motion passed.

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

Police Department Report – Chief Barry Templin

May 2023 Police Statistics: 373 calls for service, 11 reportable accidents, 11 non-reportable accidents, 11 criminal investigations, 6 criminal arrests, 22 paper citations, 78 e-citations, and 3 non-traffic citations. Mr. Updegrave asked how many speeding tickets were given in May? Chief Templin said he would have to get the breakdown for him. Mr. Updegrave also asked to have the traffic buggy placed on Oberholtzer Road to track speed, however he asked for it to be placed on stealth mode. On June 14th, 2023 Steve Masciantonio of the PA Commission on Crime and Delinquency arrived at our police department for a site visit to monitor our police department's compliance with the federal Juvenile Justice Delinquency Prevention Act when dealing with juvenile offenders. Our police department was found to be in full compliance with the core protections identified within the federal Juvenile Justice Delinquency Prevention Act. On June 20th, 2023 we took possession of our new police vehicle, a 2023 Chev Tahoe, from Patriot Chevrolet. Chief Templin said that Jason Owens gave us a generous break on this vehicle that has been on order since last year. This will be paid through ARPA funds. I have scheduled a day next week to the vehicle lettered and then I will be scheduling installation of the equipment previously purchased. This will be replacing our 2015 Dodge Charger that had approximately 111,000 miles. This vehicle is currently listed on Municibid with the auction ending in three (3) days.

Chief Templin asked for approval by the Board to for a Conditional Offer of Employment to John Patrick Peters, contingent that he pass all conditions for employment per the police contract. Chief Templin said this starts the hiring process.

A motion was made by Mr. Keiser, seconded by Ms. Carpenter fir a Conditional Offer of Employment to John Patrick Peters contingent that he passes all the conditions for employment per the police contract. Keiser-Aye, Carpenter-Aye. Motion passed.

Police Tuition Reimbursement (Officer Ziegler \$254.04) – Mr. Hiryak stated that Officer Ziegler received a 99% grade on his final Criminal Justice course to complete his Criminal Justice Degree Program, per the PBU contract this is refunded to the officer.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to approve tuition reimbursement for Officer Ziegler in the amount of \$254.04. Keiser-Aye, Carpenter-Aye. Motion passed.

A motion was made by Ms. Carpenter, seconded Mr. Keiser to accept the police department report as presented. Keiser-Aye, Carpenter-Aye. Motion passed.

GF&R Report/GACAS Report/Bally Ambulance Report

Written reports are available in lobby. Mr. Duncan gave a brief overview of the May 2023 Monthly Report for Gilbertsville Fire & Rescue. Mr. Duncan added that GF&R's average response time from dispatch to arrival in Douglass Township is 3 minutes, 46 seconds. The busiest time of day for emergency responses is between 3pm-4pm. Our events committee is working on scheduling some fundraising and public relations events for Fall 2023. Ms. Geisinger-Doran gave a brief overview of the May 2023 GACAS Monthly Report stating they had 155 responses and 85 transports, revenue for May was \$48,000. She reported that GACAS was fully staffed for May 2023 and is \$24,000 ahead of last year at this time. They were approached by Jamie Gwynn from New Hanover Township to discuss a fully funded ambulance service. There was no report for Bally Ambulance.

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

Manager's Report – Andrew Duncan

1. Schedule of Meetings:
 - a. Thursday July 13th, 2023 P/A Meeting @ 7pm – Workshop @ 6:00pm (Zoning Updates & Mailboxes on E. Phila Ave).
 - b. Monday July 24th, 2023 BOS Meeting @ 7pm, BOS Agenda Meeting @ 6:30pm
 - c. PA DEP Meeting about Boyertown Landfill Site – Wednesday June 21st, 2023 @ 6:30pm at the GF&R Building to discuss water testing at surrounding homes, public is welcome to attend.
 - d. ZHB Thursday June 22nd, 2023 starting at 5:30pm (Avante Apartments, Congo Road Garage Apartment)
2. M. C. 2022 Hazard Mitigation Plan Resolution (www.montgomerycountypa.gov Hazard Mitigation Plan) BOS approval required. This resolution opens funding for the Township and residents in the event of a declared emergency situation in the County.

A motion was made by Mr. Keiser, seconded by Ms. Carpenter to adopt Resolution #06202023-01 Montgomery County 2022 Hazard Mitigation Plan (Municipal Adoption Resolution). Keiser-Aye, Carpenter-Aye. Motion passed. No questions were given on the Manager's Report.

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

Old Business/New Business

No business was given.

Public Comment

No public comment was given.

A motion was made by Ms. Carpenter, seconded by Mr. Keiser to adjourn the meeting at 7:35pm. Keiser-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, July 24th, 2023 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler



Gilbertsville Fire and Rescue Company

Monthly Fire Report

May 2023

Incidents by type:

111 - Building fire: 3

131 - Vehicle Fire: 1

140 - Mulch Fire: 2

311 - Medical Assist: 2

322 - Motor vehicle accident with injuries: 4

323 - Vehicle Accident vs. Pedestrian: 1

352 - Vehicle Rescue: 1

412 - Gas Leak - 1

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

745 - Fire alarm: 5

911 - Citizen Complaint: 1 (burning ordinance)

Total Incidents for May 2023: 24

Fire Company in Service Time: 57 hours, 49 minutes

Call total for 2023: 128

Fire Company in Service Time Year to Date: 490 Hours, 18 Minutes

Average response time from dispatch to arrival in Douglass Township: 3 minutes, 46 seconds

Busiest time of day for emergency response: 3:00PM to 4:00PM

Response per Municipality:

Douglass Township Montgomery: 18

Pottstown Borough: 1

Boyertown Borough (Berks County): 3

Lower Pottsgrove Township: 1

New Hanover Township: 1

Upper Pottsgrove: 1

Training:

1. Engineers night / Equipment Checks
2. Vehicle Rescue Training
3. Pump and Draft Training
4. Ropes and Rigging

Events:

Our events committee is working on scheduling some fundraising and public relations events for Fall 2023.

Respectfully Submitted,

Andrew A. Duncan

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