



Douglas Township, Montgomery County

1320 EAST PHILADELPHIA AVENUE • P.O. BOX 297 • GILBERTSVILLE, PENNSYLVANIA 19525-0297
PHONE 610-367-6062 • FAX 610-367-7124
www.douglasstownship.org

AGENDA – July 15th, 2024

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Minutes of July 1st, 2024 Special Meeting (additions, corrections, motion for approval)
Minutes of June 17th, 2024 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for July 15th, 2024 – additions, corrections, motion for approval.
5. Police Department Report – Chief Evans
 - a. Swearing In of Officer Mark Delaney
 - b. Swearing in of Fire Police Officers (Tiffany Blavert, Harvey Ernst, Randy Reifsnyder, Roy Olon)
 - c. Monthly Report
 - d. Consideration for Police Bargaining Unit Amendment
6. Treasurer's Report – Cynthia O'Donnell
 - a. Authorization to pay the bills (BOS Approval Required)
7. Engineering Report – Khal Hassan
 - a. 60 Huntsville Drive – Accessory Building Coverage Variance Request (inground pool)
 - b. 115 W. Moyer Rd – Requested Variance for relief from central open space requirement
8. Solicitor Report – Wendy McKenna, Esq.
9. Emergency Services Reports
 - a. GF&R Monthly Report
 - b. GACAS Monthly Report
 - c. Bally Report
10. Public Works – Andrew Duncan
 - a. Consideration of Resolution #07152024-01 for the PennDot Winter Maintenance Services Agreement

11. Manager's Report – Manager Andrew Duncan

a. Schedule of Meetings

1. Monday August 5th, 2024 BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm or consideration to cancel.
2. Thursday August 8th, 2024 P/A Meeting @ 7pm, **Workshop @ 6pm**
3. Monday August 19th, 2024 BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm

b. ESB Meeting Scheduled for August 12th, 2024 is **cancelled**.

c. Long Property – Land Acquisition Opportunity (Open Space)

d. Consideration to hire Building Inspector/Zoning Officer

12. Old Business/New Business

13. Public Comment

14. Adjournment

NEXT MEETING MONDAY AUGUST 19TH, 2024 @ 7PM

The meeting of the Douglass Township Board of Supervisors was called to order at 7:04P.M. Attending were Chairman Joshua Stouch, Vice-Chair Sara Carpenter, Supervisor Don Bergstresser, Solicitor Wendy McKenna, Manager Andrew Duncan, Khal Hassan of Pennoni & Associates, Chief Evans, Cynthia O'Donnell, McKenna Powanda, and approximately 23 residents/developers.

Mr. Stouch led in the Pledge of Allegiance and announced that there was an Executive Session held this evening from approximately 5:45pm to 6:30pm involving personnel and real estate matters, no action was taken.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of the July 1st, 2024 Board of Supervisors Special Meeting, none were given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the minutes of the July 1st, 2024 Board of Supervisors Special Meeting. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of June 17th, 2024 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Bergstresser, seconded by Mr. Stouch to approve the minutes of the June 17th, 2024 Board of Supervisors Meeting. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Stouch asked if there were any questions, comments, or corrections to the July 15th, 2024 Board of Supervisors Agenda, no changes were given.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the July 15th, 2024 Board of Supervisors Agenda. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Police Department Report – Chief Robert Evans

Swearing In Ceremony – The Honorable Judge Saylor administered the Oath of Office to Officer Mark Delaney. Officer Delaney's family was present for the ceremony. Chief Evans commented that Officer Delaney previously worked for the Norristown Borough and congratulated Officer Delaney on his appointment to the Douglass Township Police Department. Chief Evans said he fits in very well already.

The Honorable Judge Saylor administered the Oath of Office to Tiffany Blauert, Harvey Ernst, Randy Reifsnyder, and Roy Olon as Volunteer Fire Police. Fire Chief Duncan stated that he is in the process of scheduling training for these volunteers.

June 2024 Police Statistics: 618 calls for service, 7 reportable accidents, 9 non-reportable accidents, 11 criminal investigations, 2 criminal arrests, 36 traffic citations, and 1 non-traffic citation. Douglass Township Police will be hosting a training on the week of July 22nd, 2024. This training will occur in the training room of GF&R for certifications on the use of Cellebrite software. We thank GF&R for allowing our department to host. Chief Evans stated that we are initiating interest with GM and Patriot GMC regarding a Chevrolet Blazer EV (electric) police vehicle. This will be in future discussions with the Township about this option, which is environmentally friendly and cost saving in terms of vehicle maintenance and rising fuel costs. Discussions are preliminary.

Consideration for Police Bargaining Unit Amendment – the amendment would include a lateral transfer option for a police officer in the police contract.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize Solicitor McKenna's office to review the proposed Police Bargaining Unit Amendment. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Treasurer's Report – Cynthia O'Donnell

The unpaid bills as of July 15th, 2024 are in the amount of \$315,627.51, no questions were given. Ms. O'Donnell went over the unusual bills for the Board.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize payment of the Unpaid Bills as of July 15th, 2024 in the amount of \$315,627.51. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Engineering Report – Khal Hassan

60 Huntsville Drive, R-2 zoning, inground pool, pool decking & wooden deck (requesting variance from allowed 7.5% accessory building coverage to 15.66% coverage) – Mr. Koback stated that his wife needs & benefits from aquatic-based therapy and a pool would give unrestricted therapy access, the extended pool decking is for safety in and out of the pool, and a 740 sq. ft. wooden deck is preferred. Mr. Koback stated if you deduct the square footage for the driveway and sidewalk he could have more coverage allowed on his property. Mr. Stouch explained that you are asking to double the allowed coverage without conceding anything, reducing the pool decking & wooden deck size would help. The Planning Agency's stance was that there are no physical property hardships and they preferred you to reduce your accessory building coverage. Mr. Hassan stated that at this point the Board can recommend no action, support, or send opposition to the zoning hearing.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to oppose the variance request for 60 Huntsville Drive. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

115 W. Moyer Rd, 27 acres, R1-A Zoning District (17 one-acre lots, 1 existing lot) Logan Zysk/Rouse Chamberlin – Requested variance for relief from central open space requirement. Mr. Hassan stated that the developers submitted two sketch plans. Sketch Plan #1 showed the preferred layout providing open space throughout the property however did not address the required centralized common open space. Sketch Plan #2 provided the centralized common open space requirement however the relocation of roads and homes caused concerns of flooding and issues with wetlands. Mr. Hassan recommended Sketch Plan #1 which would require a variance from the centralized common open space requirement.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to remain neutral in their stance with the variance from the centralized common open space requirement deferring to the decision of the Zoning Hearing Board. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Solicitor Report – Wendy McKenna, Esq.

Ms. McKenna presented a written report to the Board of Supervisors. No questions were given.

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

Emergency Services Report

Chief Duncan gave a brief overview of the GF&R Report. Chief Duncan announced that training in June involved Engineers Night – Equipment Training, Preplanning – Global Advanced Metals, Confined Space Training, and Tanker Shuttle/Fill Site. A Comedy Night will be held on 9/28/2024, tickets are \$40 each including dinner provided by Mission BBQ, there will be raffles and it will be BYOB. Raffle Basket donations will be accepted. Ms. Geisinger from GACAS gave a brief overview of the ambulance report and commented that they will be interviewing the candidates for the office manager position and New Hanover has allocated \$48,000 to GACAS. Copies of reports are available in the lobby. No report was given from Bally Ambulance.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to accept the Emergency Service Reports as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Public Works Report – Andrew Duncan

Consideration of Resolution #07152024-01 for the PennDot Winter Maintenance Services Agreement – this was reviewed by Legal and the Board may act on it tonight.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adopt Resolution #07152024-01 for the PennDot Winter Maintenance Services Agreement. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Manager's Report – Andrew Duncan

1. Schedule of Meetings:

- a. Monday August 5th, 2024 BOS Agenda Meeting @ 6:30pm, BOS Meeting @ 7pm or consideration to cancel.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to **cancel** the August 5th, 2024 Board of Supervisors Meeting. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

- b. Thursday August 8th, 2024 P/A Meeting @ 7pm, **Workshop @ 6pm** – this will be for general cleanup of all the zoning updates, our Planner will be going on Maternity Leave.
 - c. Monday August 19th, 2024 BOS Agenda Mtg @ 6:30pm, BOS Mtg @ 7pm.
2. ESB Meeting Scheduled for August 12th, 2024 is cancelled.

3. Long Property (75.74 acres) Jackson Road – Land Acquisition Opportunity (Open Space) – a meeting was held with Heritage Conservancy and the Natural Lands Trust to discuss an opportunity for the Township to obtain a property located in the area of Jackson Road and Route 100 for open space. Grant funding would have to be obtained for the Township to be able to take ownership of the property.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize Solicitor McKenna and Khal Hassan to deliberate with Heritage Conservancy and Natural Lands Trust representatives in obtaining the Long Property. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

4. Consideration to hire Building Inspector/Zoning Officer – Mr. Duncan stated that three candidates were interviewed for the Building Inspector position, two candidates were eliminated. Mr. Duncan recommended to the Board that an Offer of Employment be drafted to hire for the Building Inspector position.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to draft an Offer of Employment to hire a Building Inspector for the Township. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed. Mr. Stouch asked that the Building Inspector Candidate be present at the August 19th, 2024 meeting.

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

Old Business/New Business

Mr. Stouch asked that the Assistant Manager position be placed on the August 19th, 2024 agenda under the Manager's Report.

Public Comment

Mr. Koback commented that he heard that the Planning Agency discussed possibly increasing the allowed accessory building coverage and asked how long it would take to change the coverage. Mr. Duncan explained that the Planning Agency is going through a lengthy process to update zoning ordinances and these updates/changes must be approved, there is no guarantee that any changes will be approved.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 7:52pm. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be held on Monday, August 19th, 2024 @ 7 pm.

Respectfully submitted by,
Marcy Meitzler



GILBERTSVILLE FIRE AND RESCUE COMPANY

1454 E. PHILADELPHIA AVENUE P.O. BOX 454 GILBERTSVILLE, PA. 19525

www.gilbertsvillefireandrescue.com | 610.367.0277

Fire Company Report – June 2024

INCIDENTS BY TYPE (857):

- 111 – BUILDING FIRE: 1
- 140 – BRUSH/FIELD FIRE: 2
- 220 – NATURAL GAS VEHICLE: 1
- 311 – ASSIST EMS – 2
- 322 – ACCIDENT WITH INJURIES: 6
- 412 – GAS LEAK: 2
- 440 – ELECTRICAL FIRE OUTSIDE: 1
- 462 – HELICOPTER LANDING: 1
- 551 – FIRE POLICE CALL: 4
- 553 – PUBLIC SERVICE: 1
- 571 – STANDBY / RELOCATE: 1
- 745 – FIRE ALARM: 5
- 911 – CITIZEN COMPLAINT: 2

RESPONSE BY MUNICIPALITY (972):

- DOUGLASS TOWNSHIP: 23**
- POTTSTOWN BOROUGH: 2
- NEW HANOVER TOWNSHIP: 1
- UPPER POTTS GROVE: 1
- WASHINGTON TOWNSHIP (BERKS): 1
- COLEBROOKDALE TOWNSHIP (BERKS): 2
- OTHER: 0

MUTUAL AIDE GIVEN:	6
MUTUAL AIDE RECEIVED:	1
AUTOMATIC AIDE GIVEN:	1
AUTOMATIC AIDE RECEIVED:	3

TOTAL CALLS FOR THE MONTH:	30
CALLS YTD:	179
IN SERVICE TIME:	111 hrs. 28 mins.
IN SERVICE TIME YTD:	580 hrs. 21 mins.

TRAINING FOR THE MONTH

- ENGINEERS NIGHT -EQUIPMENT CHECKS
- PREPLANNING – GLOBAL ADVANCED METALS
- CONFINED SPACE TRAINING
- TANKER SHUTTLE / FILL SITE

DAILY LOG HOURS

Administrative Hours: 37 Hours
Fundraising: 12 Hours
Training Hours: 213 Hours

EMERGENCY RESPONSE

4:00PM – 5:00PM	3 minutes, 37 seconds	3.9 volunteers
BUSIEST TIME OF DAY	AVERAGE TIME FROM DISPATCH TO FIRST ARRIVING UNIT	AVERAGE PERSONNEL PER CALL

Total Calls for the month

Total Calls
139

Total ALS Calls

Incident Number
70

BLS total calls

Incident Number
40

Total Agency, Assist Calls

Total Agency, Assist Calls
1

Zone Breakdown Jul 5, 2024 4:05:20 PM EMS

Incident Numbr

Scene Zone	Municipal Totals
BERKS - AMITY TOWNSHIP (06917)	1
BERKS - BALLY BOROUGH (06918)	1
BERKS - BECHTELVILLE BOROUGH (06919)	2
BERKS - BOYERTOWN BOROUGH (06803)	8
BERKS - COLEBROOKDALE TOWNSHIP (06927)	4
BERKS - DOUGLASS TOWNSHIP (06930)	6
CHESTER-NORTH COVENTRY (15943)	1
MONTGOMERY - DOUGLASS TOWNSHIP (46924)	49
MONTGOMERY - LOWER POTTS GROVE TOWNSHIP (46936)	4
MONTGOMERY - NEW HANOVER TOWNSHIP (46941)	26
MONTGOMERY - PENNSBURG BOROUGH (46942)	2
MONTGOMERY - POTTSTOWN BOROUGH (46005)	15
MONTGOMERY - RED HILL BOROUGH (46945)	1
MONTGOMERY - SALFORD TOWNSHIP	1
MONTGOMERY - UPPER FREDERICK TOWNSHIP (46952)	1
MONTGOMERY - UPPER HANOVER TOWNSHIP (46954)	2
MONTGOMERY - UPPER POTTS GROVE TOWNSHIP (461302)	12
MONTGOMERY - WEST POTTS GROVE TOWNSHIP (46074)	2

Total Recalls

11

Zone Breakdown Jul 5, 2024 4:05:20 PM EMS

Transports by Destination

Destination Location Name	Total incident number
Gilbertsville fire house LZ	1
Grand View Health	1
Lehigh Valley Gilbertsville Campus	23
Lehigh Valley Hospital-Cedar Crest	9
Phoenixville Hospital - Tower Health	4
Pottstown Hospital - Tower Health	44
Reading Hospital - Tower Health	6
St. Luke's Hospital-Upper Bucks Campus	4

Total ambulance transports

Total Ambulance transports
92