



Douglas Township, Montgomery County

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AGENDA – June 15th, 2026

1. Call to Order
2. Pledge of Allegiance
3. Public Meeting Policy Announcement
4. Executive Session
5. Minutes of May 18th, 2026 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Agenda for June 15th, 2026 – additions, corrections, motion for approval.
6. Solicitor's Report – Wendy McKenna
 - a. Zoning Hearing Update – Cobblestone Village Crossing
 - b. Advertise PMRPC Withdraw Hearing
7. Engineering Report – Khal Hassan
 - a. Zern Tract Phase III Escrow Release #15 (\$112,845.97)
 - b. Zern Tract Phase II Escrow Release #20 (\$39,543.80)
 - c. MS4 Annual Report – Year 8 Update
8. Police Department Report – Cpl. Mark Dykie
 - a. Monthly Report
9. Treasurers Report – Cynthia O'Donnell
 - a. Authorization to pay the bills (BOS Approval Required)
 - b. 2026 Budget Amendments
 - c. Omega Proposals
 - d. Letter of Resignation
 - e. Authorization for Advertisement of Audit
10. Zoning & Code Enforcement

11. Emergency Services Reports – (copies in lobby)
 - a. Gilbertsville Fire and Rescue Monthly Report
 - b. Gilbertsville Area Community Ambulance Monthly Report
 - c. Bally Community Ambulance Monthly Report
12. Manager's Report – Manager David Thompson
 - a. Schedule of Meetings
 1. Monday June 22nd, 2026 P/A Meeting @ 7pm – Workshop at 6pm
 2. Monday July 13th, 2026 EMS Meeting @ 6pm
 3. Monday July 20th, 2026 BOS Meeting @ 7pm, Agenda Meeting @ 6:30pm
 - b. ARLE Commitment Letter
 - c. Urban Participation Letter – Opt In/Out Status
 - d. Roster Certification (GF&R) – Volunteer Tax Rebate
13. Old Business / New Business
 - a. Finance Director - Offer of Employment update
 - b. Trash/Recycling Contract – Bid opening June 1st, 2026 @ noon
 - c. Building Renovation Project – Bid opening June 4th, 2026 @ 3pm
 - d. Discuss Redeployment of Police Lieutenant Position
14. Public Comment
15. Adjournment

NEXT MEETING MONDAY JULY 20th, 2026 @ 7PM

The meeting of the Douglass Township Board of Supervisors was called to order at 7:15 PM. Attending was Chairman Josh Stouch, Vice Chairman Don Bergstresser, Supervisor Sara Carpenter, Solicitor Wendy McKenna, Manager David Thompson, Khal Hassan of Pennoni & Associates, Cpl. Dykie, McKenna Powanda, Cynthia O'Donnell, and approximately 10 residents/developers. Two reporters were present.

Mr. Stouch led in the Pledge of Allegiance and read the Public Meeting Policy Announcement.

Mr. Stouch announced that an Executive Session was held this evening from approximately 6:50pm to 7:10pm involving personnel matters & potential litigation, no decisions were made. An Executive Session was also held at the Planning Agency Meeting on Tuesday May 26th, 2026 from approximately 7:30pm to 8:00pm involving personnel matters, no decisions were made.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of the May 18th, 2026 Board of Supervisors Meeting, none were given.

A motion was made by Ms. Carpenter, seconded by Mr. Bergstresser to approve the minutes of the May 18th, 2026 Board of Supervisors Meeting as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Stouch asked if there were any questions, comments, or corrections to the June 15th, 2026 Board of Supervisors Agenda, Mr. Stouch added 9e. Authorization to Advertise Audit, under the Treasurer's Report.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to add 9e. Authorization to Advertise Audit, under the Treasurer's Report. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to approve the June 15th, 2026 Board of Supervisors Agenda as corrected. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Solicitor's Report – Wendy McKenna, Esq.

Zoning Hearing Update - Cobblestone Village Crossing, 1590 E Phila Ave (hearing held June 1st @ 5:30pm)- Granted requested variances to permit 3 (600ft) amenity buildings, along with a recreational trail, in lieu of providing one ballfield, one tot lot, and one gazebo/picnic area; a variance to permit front entry garage and/or driveways on all units to be the dominant aspect of the building design as seen from the street; a variance to allow front entry garages on the end units without any setback from the front façade; a variance to permit unenclosed parking spaces in the front yard if the driveway area between the dwelling and the internal road is considered to be the front yard; a variance to permit a cul-de-sac length of 1,103ft. with an emergency access to another road (Elm Street), when the ordinance limits cul-de-sac length to 350ft; and a variance to permit multiple rear facades without protrusions or visual breaks.

Advertisement of PMRPC Withdraw Hearing – Ms. McKenna asked for Boards authorization to advertise the withdraw hearing from PMRPC for July 6th, 2026 @ 6pm at the Township Administration Building.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize Solicitor McKenna to advertise the PMRPC withdraw hearing for July 6th, 2026 @ 6pm to be held at the Township Administration Building.

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

Engineering Report – Khal Hassan

Zern Tract Phase III, Escrow Release #15 (\$112,845.97) – Mr. Hassan recommended the release of Zern Tract Phase III Escrow Release #15 in the amount of \$112,845.97.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve Zern Tract Phase III Escrow Release #15, recommended by Pennoni Associates, in the amount of \$112,845.97. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Zern Tract Phase II, Escrow Release #20 (\$39,543.80) – Mr. Hassan recommended the release of Zern Tract II Escrow Release #20 in the amount of \$39,543.80.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to approve Zern Tract Phase II Escrow Release #20, recommended by Pennoni Associates, in the amount of \$39,543.80. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

MS4 Annual Report (Year 8 Update) – Mr. Hassan reported that the Township's MS4 permit became effective on March 16, 2018. Year 8 of the permit ends on June 30th, 2026 with the annual progress report due September 30th, 2026. The DEP has administratively extended the MS4 General Permit again from the September 30th, 2026 deadline for the new permit until permit reissuance. DEP has not provided a date at this time as they are still revising the new permit. A Pollution Reduction Plan (PRP) is required as part of the new permit. The PRP requires a 10% reduction in sediment in Green Lane Reservoir and Swamp Creek. Alternate PRP projects were submitted to PA DEP for review and approval. Pennoni will continue Coordinating with Township staff and PA DEP on alternate PRP project sites for MS4 PRP compliance. Six (6) Minimum Control Measures are required to be met to be in compliance with the MS4 permit: Public Education & Outreach; Public Involvement & Participation; Illicit Discharge Detection & Elimination; Construction Site Runoff Control; Post-Construction Runoff Control; Pollution Prevention/Municipal Good Housekeeping. Stormwater information is available on the Township's website. The Township has continued partnership with the Perkiomen Watershed Conservancy for educational materials and training, stream clean-ups, and outreach opportunities. All stormwater outfalls in the Township are required to be screened once during the permit coverage term. Field screening of all outfalls was completed. Township BMP inspections are completed in accordance with the BMP inspection schedules (once every 3 years).

Mr. Stouch asked Mr. Hassan to give an update on the County Line Road Bridge. Mr. Hassan explained that there was a site meeting with the utility companies and a virtual meeting with PennDot. The Township needs to update permit & approvals with PennDot & DEP. PennDot is okay with everything, DEP needs a completed form & update on any endangered species (bats) in order to move forward with the project, possibly ready for July. If there are any endangered species of bats present DEP must be contacted and the U S Fish & Wildlife Department.

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

Police Department Report – Cpl. Mark Dykie

May Statistics – 797 calls for service, 5 reportable accidents, 7 non-reportable accidents, 69 traffic citations, 9 criminal investigations, 67 investigation supplements, 3 search warrant, 4 criminal arrests, and 7 non-traffic citation. Officer Liam Chambers was recently sworn in before Judge Saylor. Officer Chambers is our newest hire and will begin his Field Training in the near future. He comes to our agency with some police experience with East Lansdowne Police. We are excited to watch him grow in his law enforcement career. Officer Choiniere has completed his Field Training and is doing an outstanding job for our department. He is currently a probationary officer for one year. Police Department new vehicles are available. New Dodge Durango was delivered and lettered. New Chevrolet Tahoe is awaiting delivery in the near future with Patriot Chevrolet. Both vehicles are awaiting upfitting equipment to be installed prior to being placed in service. These are purchases made through receiving funds from our recent grant award. With the purchasing of the two new police vehicles, we will be placing old car #1 (2016 Ford Explorer) out of service. With the resignation of Detective/Corporal Castellucci being accepted, our department has assigned Officer Delaney to the position of Detective. He has been assisting Det/Cpl Castellucci with cases for approximately one year and will do a great job for our

department. We wish Det/Cpl Castellucci good luck with his new law enforcement position with the Montgomery County Detectives. The Douglass Township Police Department is requesting approval from the Board of Supervisors to consider approving a Lieutenant position for our department. With our department growing, along with our Township and community needs, it will greatly aid our department with the necessary leadership and supervision.

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

Treasurer's Report – Cindy O'Donnell

The unpaid bills as of June 15th, 2026 will be in two separate motions, List #1 for \$337,913.84 is for the remaining June 15th, 2026 bills after excluding the GF&R bills, List #2 is for Gilbertsville Fire & Rescue (June Rent, Fire Tax payments). Ms. O'Donnell noted that she has not received the 2024 990 Form or the Financial Statements. Mr. Bauer said he would get the documents to the Treasurer. Mr. Stouch asked Solicitor McKenna to have a meeting about the documents to make sure we have everything that is needed, for now the GF&R fire tax payment for this month should be tabled and just pay the June rent.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the unpaid bills for June 15th, 2026 List #1 in the amount of \$337,913.84. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

List # 2 – June Rent payment to GF&R in the amount of \$5600.00.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve List #2 June Rent payment to GF&R in the amount of \$5,600.00. Bergstresser-Recuse, Stouch-Aye, Carpenter-Aye. Motion passed.

2026 Budget Amendments #2

General Fund: Adjustments to winter maintenance, police cars & equipment, public safety, dirt road & gravel grant, personnel changes. Adjusted net amount went from a deficit of \$439,000 to a deficit of \$424,000.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve 2026 Budget Amendment #2 for General Fund adjustments as presented by the Treasurer. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Omega Proposals – this item was tabled pending review by the Board.

Letter of Resignation – Ms. O'Donnell submitted her letter of resignation as of July 31st, 2026.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to accept the Letter of Resignation by Ms. O'Donnell for July 31st, 2026. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Authorization for Advertisement – authorization is needed to advertise the audit – no issues were found.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to authorize the advertisement for the audit. Bergstresser-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. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Zoning & Code Enforcement Report

The Board tabled the report.

Emergency Services Report

Written reports only - copies of reports are available in the lobby.

Manager's Report – Manager David Thompson

a. Schedule of Meetings:

1. Thursday June 22nd, 2026 P/A Meeting @ 7pm – Workshop @ 6pm (sidewalk analysis report)
2. Monday July 13th, 2026 ESB Meeting @ 6pm – Meeting Canceled
3. Monday July 20th, 2026 BOS Meeting @ 7pm, Agenda Meeting @ 6:30pm at Township Building

b. ARLE Commitment Letter – this involves applications for traffic light improvement grants for 2027.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the ARLE Commitment Letter. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

c. Urban Participation Letter – Opt In/Out Status for Grant Funding

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to approve an Urban Participation Letter with Opt/In Status. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

d. Roster Certification (GF&R) – Volunteer Tax Rebate

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the Roster Certification for GF&R Volunteer Tax Rebates. Bergstresser-Recuse, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Old Business/New Business

a. *Finance Director* – Offer of Employment update – Mr. David Ware withdrew himself from consideration for the position.

b. *Trash/Recycling Contract* – Bid opening June 1st, 2026 @ noon for a 3 to 5-year contract with an option of extension. Lowest Bid: Whitetail Disposal - 3yrs \$331.00 annually per household (\$82.75/quarter) and 5 yrs \$343.83 annually per household (\$85.95/quarter). Mr. Stouch was in favor of a 5-year contract.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to award the bid to Whitetail Disposal for a 5-year contract with an option of extension for \$343.83 years, \$85.95 per quarter, which is only roughly a \$5.00 increase over our current contract

c. *Building Renovation Project* – Bid opening June 4th, 2026 @ 3pm, estimated cost approximately 4 million. Board is waiting on 60-day window on a 2.2 million grant.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to table the Building Renovation Project bid award. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

d. *Discuss Redeployment of Police Lieutenant Position* – a Lieutenant position was brought up at the ESB Meeting, Chief Evans will give a presentation at next meeting.

Public Comment

No public comment was given

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 8:04pm. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be Monday July 20th, 2026 @ 7 pm

Respectfully submitted by,
Marcy Meitzler