



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 – August 17th, 2026

1. Call to Order
2. Pledge of Allegiance
3. Public Meeting Policy Announcement
4. Executive Session
5. Minutes of July 20th, 2026 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval
 - b. Minutes of July 24th, 2026 Special Meeting – additions, corrections, motion for approval
 - c. Agenda for August 17th, 2026 – additions, corrections, motion for approval.
6. Solicitor's Report – Wendy McKenna
7. Engineering Report – Khal Hassan
 - a. Act 14 Notification – Aqua Lohmiller Elevated Water Storage Tank Project
8. Police Department Report – Chief Robert Evans
 - a. Monthly Report
 - b. Lieutenant Position
9. Treasurers Report – David Thompson
 - a. Authorization to pay the bills (BOS Approval Required)
 - b. Engagement Letter – PFM Financial Advisors
 - c. PARRC Renewal
 - d. Offer of Employment – Kelly Faith
 - e. 2027 Budget Calendar
10. Zoning & Code Enforcement Report – Andrew Duncan

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. Public Works Report – Roadmaster Michael Heydt
13. Manager's Report – Manager David Thompson
 - a. Schedule of Meetings
 1. Monday August 24th, 2026 P/A Meeting @ 7pm, Workshop @ 6:30pm (Mailboxes)
 2. Tuesday September 8th, 2026 BOS Meeting 7pm, Agenda Mtg @ 6:00pm
 3. Monday September 14th, 2026 ESB Meeting @ 6pm
 - b. Established Standard Mileage Rate Increase (2026 Federal Rate was 72.5 revised to 76 cents per mile as of July 1st, 2026)
14. Old Business / New Business
 - a. Zoning Hearing Board & EMS Board Resignation – Jason Szczurowski
 - b. Manager Employment Agreement
15. Public Comment
16. Adjournment

NEXT MEETING TUESDAY SEPTEMBER 8TH, 2026 @ 7PM

The meeting of the Douglass Township Board of Supervisors was called to order at 7:08 PM. Attending was Chairman Josh Stouch, Vice Chairman Don Bergstresser, Supervisor Sara Carpenter, Solicitor Wendy McKenna, Int. Manager David Thompson, Khal Hassan of Pennoni & Associates, Chief Robert Evans, Andrew Duncan, Cynthia O'Donnell, McKenna Powanda, Michael Heydt and approximately 12 residents/developers. A reporter was in attendance.

Mr. Stouch led in the Pledge of Allegiance and read the Public Meeting Policy Announcement and announced that an Executive Session was held this evening from approximately 6pm to 6:40pm involving real estate matters, potential litigation, and personnel matters, no decisions were made.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of the July 20th, 2026 Board of Supervisors Meeting, none were given.

A motion was made by Mr. Bergstresser, seconded by Ms. Carpenter to approve the minutes of the July 20th, 2026 Board of Supervisors Meeting as presented. Bergstresser-Aye, Stouch-Abstain, Carpenter-Aye. Motion passed.

Mr. Stouch asked if there were any additions, corrections, or comments to the minutes of the July 24th, 2026 Special Meeting of the Board of Supervisors, none were given.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to approve the Special Meeting minutes of July 24th, 2026 as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Mr. Stouch asked if there were any additions, corrections, or comments to the August 17th, 2026 Board of Supervisors Agenda, none were given.

A motion was made by Ms. Carpenter, seconded by Mr. Stouch to approve the August 17th, 2026 Board of Supervisors Agenda as presented. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Solicitor's Report – Wendy McKenna, Esq.

Ms. McKenna submitted a written report to the Board of Supervisors.

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

Aqua Lohmiller Elevated Water Storage Tank Project (Act 14 Notification) – Mr. Hassan said there is a proposed elevated storage tank to be located at 210 Jackson Road (landfill property), we have received the Act 14 Notification form and zoning approval is needed. Mr. Stouch commented that no plan has been received by the Township with what they are doing, only a location plan with no formal submission to the Township. They are trying to pursue a right-of-way or easement, no purchase of the property to install an elevated water storage tank system, they are not pulling water from anywhere. Mr. Stouch was concerned with the significant issues with that landfill property. Mr. Hassan stated that Pennoni has prepared a letter of notification for signatures.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize Mr. Thompson to sign the Act 14 Notification letter prepared by Pennoni Associates. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

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

Police Department Report – Chief Robert Evans

July Statistics – 871 calls for service, 3 reportable accidents, 9 non-reportable accidents, 104 traffic citations, 9 criminal investigations, 67 investigation supplements, 4 search warrants, 0 criminal arrest, and 10 non-traffic citations. Officer Chambers is currently in Field Training with Cpl. Ziegler and doing well. It is expected that he will complete this training by beginning of September based upon his progress. DEA has set the date of Saturday, October 24th, 2026 from 10am to 2pm for the National Take Back Initiative. Pennsylvania's Move Over Law requires drivers approaching or passing an emergency response area to move over. Drivers should safely merge into a lane not adjacent to that of the emergency response area, if possible, unless otherwise directed by an emergency service responder. If you are unable to move over, you are required to slow to no more than 20mph below the posted speed limit. Violations carry hefty fines, license suspension, and even criminal charges. Please be aware of all emergency vehicles when travelling and drive safely. While investigating an accident one of our police vehicles was struck on Rt.100, the police vehicle was out of the roadway beyond the fog line. The officer was not in the vehicle at the time of the accident and was not injured, the accident is being investigated by another department. Unfortunately, the police vehicle is totaled.

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

Lieutenant Position – Chief Evans asked the Board if they wanted to move forward with this position.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to authorize the Interim Manager to release a letter for application of the Lieutenant Position with the pre-requisite requirements to be submitted no later than 4pm on August 28th, 2026. 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 – David Thompson

The unpaid bills as of August 17th, 2026 list #1 amount to \$430,905.41 excluding GF&R releases and the PARRC payment.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the unpaid bills for August 17th, 2026 in the amount of \$430,905.41 excluding GF&R payments and PARRC renewal payment. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The unpaid bills list #2 for GF&R amounts to \$20,439.88 – approval is needed.

A motion was made by Ms. Carpenter, seconded by Mr. Stouch to approve the unpaid bills list #2 for GF&R in the amount of \$20,349.88. Bergstresser-Abstain, Stouch-Aye, Carpenter-Aye. Motion passed.

Engagement Letter (PFM Financial Advisors)- PFM Advisors gave a brief introductory presentation to the Board stating that they provide the available financing options with both pros and cons, they help evaluate the options based on the need of the Township. They get paid a fixed fee at closing on the transaction at settlement. The Board tabled this discussion until the next meeting on September 8th, 2026.

PARRC Renewal – Mr. Thompson asked the Board if they wish to renew the PARRC Agreement, clarification is needed if we would lose out on any other grant opportunities if we opt out of PARRC or if we could possibly have a separate agreement for future grants.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to table the PARRC membership renewal and to authorize Mr. Thompson to get clarification on PARRC requirements or separate agreements for grants. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

Offer of Employment (Kelly Faith) – Mr. Thompson stated we found a highly qualified replacement for the treasurer position and would like to proceed with an offer of employment, for a hire date of September 8th, 2026 if not before.

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to approve the Offer of Employment for Kelly Faith for a hire date of September 8th, 2026. Bergstresser-Aye, Stouch-Aye, Carpenter-Abstain. Motion passed.

2027 Budget Calendar- approval needed for dates to begin the 2027 budget process.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the 2027 Budget Calendar dates as presented. 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 - Andrew Duncan

July 2026 Statistics – 47 permits issued, 82 inspections completed, 8 pending violations, and 2 violations in July 2026. Grants submitted: DCED Multimodal Grant – Revitalization of the 1200 block of E. Phila Avenue (\$1,579,876.61) with no match requirement.

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

Public Works Report-Roadmaster Michael Heydt

No report given.

Emergency Services Report

GF&R – for the month of July there were 27 incidents, 20 in Douglass. Busiest time of day was 8am-12pm, average time of arrival was 7 minutes and 36 seconds, average personnel per call was 7.4, 13.5 hours of training, 4 hours for meetings, 17 hours for events, 6 hours ladder and hose testing. Training – engineers night/equipment checks, search and rescue-wilderness rescue, vehicle rescue-air bags, pre plan – Global Advanced Metals, NFA Arson – fire as a weapon, and NFA – strategy and tactics company officer.

GACAS Chief Eric Biddle – 157 calls for service (56 in Douglass, 27 in New Hanover, 16 in Upper Pottsgrove, 14 other Montco, and 44 in Berks County). Bally Ambulance – 135 calls for service, 3 in Douglass.

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

Manager's Report – Manager David Thompson

a. Schedule of Meetings:

1. Monday August 24, 2026 P/A Meeting @ 7pm – Workshop @ 6:30pm (mailbox draft ordinance)
2. Tuesday September 8th, 2026 BOS Meeting 7pm, Agenda Mtg @ 6pm
3. Monday September ESB Mtg @ 6pm

b. Established Standard Mileage Rate Increase (2026 Federal Rate was 72.5 revised to 76 cents per mile as of July 1st, 2026)

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to approve the 2026 Established Mileage Rate Increase at 76 cents per mile as of July 1st, 2026. Bergstresser-Aye, 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. *Zoning Hearing Board & ESB Board Resignation (Jason Szczurowski)*- Mr. Szczurowski submitted a letter of resignation to accept a Boyertown School Board position. Mr. Stouch commented that there is an opening on these two Boards, anyone interested should send a letter of interest to Mr. Thompson by the next Supervisors Meeting on 9/08/2026.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter accepting the resignation of Jason Szczurowski from the Zoning Hearing Board and the ESB Board. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

- b. *Manager Employment Agreement (David Thompson)*

A motion was made by Mr. Stouch, seconded by Mr. Bergstresser to approve the Manager Employment Agreement for David Thompson contingent on the Solicitor's review.

Public Comment

A resident asked about the development on Sassamansville Road, Mr. Duncan stated there have been no submissions for Sassamansville Road.

County Line Road Bridge Update – Mr. Stouch commented that there were many questions on the bids for County Line Road Bridge. The bids were extended and will be opened on Wednesday August 26th, 2026 through PennBid.

A motion was made by Mr. Stouch, seconded by Ms. Carpenter to adjourn the meeting at 8:25pm. Bergstresser-Aye, Stouch-Aye, Carpenter-Aye. Motion passed.

The next Board of Supervisor's Meeting will be Tuesday September 8th, 2026 @ 7 pm

Respectfully submitted by,
Marcy Meitzler