

**CAERNARVON TOWNSHIP  
BERKS COUNTY, PA**

**BOARD OF SUPERVISORS  
MEETING MINUTES**

**JULY 12, 2016**

The Caernarvon Township Board of Supervisors held their Monthly Meeting on July 12, 2016 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA, pursuant to notice according to law.

**ATTENDING OFFICIALS**

Allen Styer, III, Chairman; Jack Hess, Supervisor; Scott Moyer, Supervisor; Sandra Styer, Supervisor; Paul L. Whiteman, Jr., Supervisor; John Scalia, Chief of Police; Beckie Smith, Witman Engineers & Consultants, Engineer; Eric Brown, Siana Bellwoar McAndrew, LLP, Solicitor; John Griesemer, Treasurer; Randall Miller, Township Administrator/Secretary.

**CALL TO ORDER**

Chairman Allen Styer called the meeting to order at 7:30 PM. This was followed by the Pledge of Allegiance.

**COMMENTS FROM THE ASSEMBLY**

There were several persons present again to discuss the Rock Church Cemetery; Bill Miller, Elverson Borough, Chester County spoke for them. They remain concerned about access, and being allowed to make use of their purchased plots. The Township Supervisors acknowledged their concerns and noted they also have concern; however, the Supervisors, along with Solicitor Eric Brown noted the Township does not have the ability to regulate the cemetery. Additionally, Solicitor Eric Brown noted we have virtually no ability to make real-estate determinations; only a Judge can make that determination. The Supervisors noted the group would best be served by hiring their own real-estate attorney.

**CORRESPONDENCE**

A. Secretary Miller noted a letter was received from the Berks County Conservation District, informing Kidjoy that their NPDES permit has been approved.

B. Secretary Miller noted the Caernarvon Township Municipal Authority and the Caernarvon Township Municipal Sewer Authority have delivered copies of their annual audits for 2014, and 2015.

**MINUTES OF THE PREVIOUS MEETING**

Sandy Styer made a motion to accept the minutes of the June 14, 2016 Board of Supervisors Regular Meeting, as amended. Paul Whiteman seconded the motion. The motion carried unanimously.

## **TREASURERS REPORT**

A. The Supervisors reviewed the Treasurer's Report for June. Jack Hess made a motion to approve the Treasurer's monthly report for the period ending June 30, 2016. Sandy Styer seconded the motion. The motion carried unanimously.

B. The Supervisors then discussed a request to transfer monies from the General Fund to the Accrual Fund. The request was for transfer of \$35,000 from line 430.740 (Major Equipment) to the Accrual Fund for Maintenance Equipment; and \$30,000 from line 431.111 (Snow and Ice Removal) to the Accrual Fund for Emergency Snow Removal. Paul Whiteman made a motion to approve the transfers. However, following the discussions, the motion failed for lack of a second. The Supervisors will discuss again in December.

C. The Supervisors reviewed the Carnival revenues and expenses to the end of June. It was noted that additional deposits have been made in July.

## **EXPENSE LIST**

The Supervisors reviewed the July Bill List. Sandy Styer made a motion to ratify the paid bills and approve the bill list dated July 12, 2016 of \$81,953.48 from the General Fund; \$4,525.45 from the Street Light Fund; \$5,034.76 from the Accrual Fund; and \$9,827.23 from the Building Debt Fund. Paul Whiteman seconded the motion. The motion carried unanimously.

## **BUSINESS**

A. Secretary Miller noted a request was received for Fire Police assistance. Sandy Styer made a motion to ratify Resolution 2016-22, authorizing the Twin Valley Fire Police to assist the Morgantown Community Church with their Annual Carnival. Paul Whiteman seconded the motion. The motion carried unanimously.

B. The Supervisors discussed problems with the maintenance department's Ford Utility truck. Problems with the diesel need to be repaired. After discussion, it was decided to not repair the truck at this time, and proceed with quoting for a new truck.

C. The Supervisors along with Treasurer Jack Griesemer discussed purchasing a police car. Treasurer Griesemer has obtained a lease agreement for the purchase of a Dodge Police Car from Savage 61 for \$24,141, plus an estimated \$6,600 up-fit cost from 10-8 Emergency, plus the bumper-to-bumper warranty. The lease payments would be \$980 per month for 36 months with a one-dollar buyout. Scott Moyer made a motion to purchase the Dodge Police Car from Savage 61 for a lease price not to exceed \$980 per month for 36 months. Sand Styer seconded the motion. The motion carried unanimously. The Supervisors asked the police department to get three quotes for the up-fit, and bring to the next meeting.

## **TOWNSHIP REPORTS**

- A. Administrator Randall Miller had nothing additional to report.
- B. The Maintenance Department Report for June was received.
- C. Supervisor Paul Whiteman gave an updated balance sheet.
- D. The SEO Report for June was received.

E. The Library Report for May was received.

F. The Tax Collector's Report for June was received with \$24,050.91 still outstanding.

G. The Police report for June was received.

H. The Zoning and Code Enforcement Officer report for June was received.

I. There was no Fire Company report.

J. The EMA report for June was received.

K. Secretary Miller noted that the Parks and Recreation did not meet in June. Also, it was noted that 80 children have signed up for camp.

L. Secretary Miller noted that the Planning Commission did not meet in June.

M. Beckie Smith, reporting for the Engineer Bill Witman, discussed his June report. She also discussed having a primer coat put down on Clymer Hill Road South. This primer coat was not priced in the original quote. Paul Whiteman made a motion to approve the primer coat for a cost of \$1,900.800to Martin Paving. Jack Hess seconded the motion. The motion carried unanimously.

N. Solicitor Eric Brown noted the Kidjoy agreement for financial security was still outstanding, and asked the Supervisor for their opinion on a cash escrow. The Supervisors are not opposed to the cash escrow if there is a bank willing to hold the funds. Additionally he discussed bonding Township roads. Solicitor Brown had nothing else at this time, but did ask for an executive session.

### **EXECUTIVE SESSION**

The Supervisors recessed into Executive Session at 8:47 p.m. Chairman Allen Styer called the meeting back to order at 9:47 p.m., summarizing that the session was to discuss a legal issue. Sandy Styer made a motion to have Engineer Bill Witman do core samples on the Township roads for bonding, have Solicitor Brown draft an ordinance to Bond the Township's roads, and to advertise the same. Jack Hess seconded the motion. The motion carried unanimously.

### **SUPERVISORS COMMENTS**

The Supervisors had no additional comments.

### **ADJOURNMENT**

Sandy Styer made a motion to adjourn the meeting. Paul Whiteman seconded the motion. The motion carried unanimously. Meeting adjourned at 9:59 p.m.

Respectfully Submitted,

Randall P. Miller  
Township Secretary