

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA**

**BOARD OF SUPERVISORS
MEETING MINUTES**

DECEMBER 13, 2016

The Caernarvon Township Board of Supervisors held their Monthly Meeting on December 13, 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; Keith McGowan, Maintenance Foreman; 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 no comments from those assembled.

CORRESPONDENCE

A. A letter was received from the Caernarvon Township Municipal Sewer Authority informing the Township of their future project to replace a belt press at the sere treatment facility. No action was taken.

B. A copy of a letter was received from the Berks County Conservation District to Shed's Unlimited, informing them of technical deficiencies in their application for a permit. No action was taken.

MINUTES OF THE PREVIOUS MEETING

A. Sandy Styer made a motion to accept the minutes of the November 8, 2016 Board of Supervisors Regular Meeting. Paul Whiteman seconded the motion. The motion carried unanimously.

B. Sandy Styer made a motion to accept the minutes of the November 22, 2016 Board of Supervisors Workshop Meeting. Paul Whiteman seconded the motion. The motion carried unanimously.

TREASURERS REPORT

The Supervisors reviewed the Treasurer's Report for November. They inquired of the Treasurer an updated status of finances. Treasurer Griesemer indicated the Township was in good shape. Sandy Styer made a motion to approve the Treasurer's monthly report for the period ending November 30, 2016. Jack Hess seconded the motion. The motion carried unanimously.

EXPENSE LIST

The Supervisors reviewed the December Bill List. A discussion on the Engineers invoice occurred. Supervisor Scott Moyer was concerned about the issues with the road project bidding, and wondered if the Township was billed fairly. He requested a credit of \$120.00 from the Engineer. Beckie Smith addressed concerns as best she could. Following discussion, Scott Moyer made a motion to ratify the paid bills and approve the bill list dated December 13, 2016 of \$168,331.02 from the General Fund; \$4,524.69 from the Street Light Fund; \$980.84 from the Accrual Fund; and \$82,314.02 from the Building Debt Fund. Sandy Styer seconded the motion. The motion carried unanimously.

BUSINESS

A. Secretary Miller noted the 2017 proposed budget has been advertised. No comments have been received. Sandy Styer made a motion to ratify Resolution 2016-32, adopting the 2017 Budgets of \$2,383,920.00 General Fund; \$172,601.00 Liquid Fuels Fund; \$494,746.00 Building Debt Fund; and \$192,535.00 Street Light Fund. Paul Whiteman seconded the motion. The motion carried unanimously.

B. Secretary Miller noted the 2017 Property Tax Resolution was prepared. The Supervisors verified that the tax millage was the same as last year. Paul Whiteman made a motion to ratify Resolution 2016-33, adopting the 2017 Property Taxes as general purposes, the sum of "1.9817 Mills"; \$0.19817 on each \$100 of assessed valuation; and purpose of paying debt service on the refurbished Township Building, the sum of "0.50 Mills"; \$0.05 on each \$100 of assessed valuation. Sandy Styer seconded the motion. The motion carried unanimously.

C. Secretary Miller noted the 2017 Street Light Assessment Resolution is ready for passage. The Supervisors verified that the Street Light Assessments are the same as last year. Sandy Styer made a motion to ratify Resolution 2016-34, adopting the 2017 Street Light Assessments as \$0.69 for Above Ground locations; \$0.81 for Below Ground locations; \$0.25 for undeveloped locations for each foot of frontage. Jack Hess seconded the motion. The motion carried unanimously.

D. Solicitor Eric Brown noted that an agreement for weight loads has been forwarded to SUNOCO. The Township is awaiting a signed, returned copy of the agreement.

TOWNSHIP REPORTS

A. Administrator Randall Miller had nothing additional to report.

B. The Maintenance Department Report for November was received. Additionally, Foreman McGowan noted that repairs on Swamp Road have been completed.

C. The SEO Report for November was received.

D. There was no Library Report.

E. The Tax Collector's Report for November was received with \$16,629.44 still outstanding.

F. The Police report for November was received. There was nothing else reported.

G. The Zoning and Code Enforcement Officer report for November was received. It was noted that the Zoning Officer has sent a letter to Stoltz Manufacturing about a building they would like to build on their property along Morgan Way at Willow Glen Road. They do not have enough

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setback for the building. No action was taken.

E. There was no Fire Company report. Secretary Miller noted that the 2017 Annual Contract was received. Sandy Styer made a motion to approve the 2017 Annual Contract with the Twin Valley Fire Department for \$120,015.00. Paul Whiteman seconded the motion. The motion carried unanimously.

H. The EMA report for November was received.

I. Secretary Miller noted that the Parks and Recreation did not meet in November. Supervisor Paul Whiteman briefly discussed having a holiday decoration/light completion next year.

J. Secretary Miller noted that the Planning Commission did not meet in November.

K. Beckie Smith, reporting for the Engineer Bill Witman, discussed the November report.

L. Solicitor Eric Brown requested an executive session.

EXECUTIVE SESSION

The Supervisors recessed into Executive Session at 8:08 p.m. Chairman Allen Styer called the meeting back to order at 9:18 p.m., summarizing that the session was to discuss personnel issues and litigation.

Sandy Styer made a motion to intervene in the XTL appeal of the Zoning Hearing Board. Jack Hess Whiteman seconded the motion. The motion carried unanimously.

SUPERVISORS COMMENTS

Well wishes for the Holiday Season were expressed by the Supervisors.

ADJOURNMENT

Sandy Styer made a motion to adjourn the meeting. Paul Whiteman seconded the motion. The motion carried unanimously. Meeting adjourned at 9:19 p.m.

Respectfully Submitted,

Randall P. Miller
Township Secretary