

**CAERNARVON TOWNSHIP  
BERKS COUNTY, PA**

**BOARD OF SUPERVISORS  
MEETING MINUTES**

**MAY 9, 2017**

The Caernarvon Township Board of Supervisors held their Monthly Meeting on May 9, 2017 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; Scott Anderson, Great Valley Consultants, Engineer; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; John Scalia, Chief of Police; Jack Griesemer, Treasurer; Keith McGowan, Maintenance Foreman; Randall Miller, Township Administrator/ Secretary.

**CALL TO ORDER**

Chairman Allen Styer called the meeting to order at 7:00 PM. This was followed by the Pledge of Allegiance.

**PUBLIC HEARING**

Solicitor Eric Brown called the Public Hearing to order at 7:01 p.m. EDT. He indicted the Hearing was for the purpose of discussing and adopting an amendment to the Township's Zoning Ordinance for Mini Cell Tower uses. He also stated that the draft Ordinance has been advertised in the Reading Eagle on April 21, 2017, and April 28, 2017; thereby meeting the advertising requirements. Additionally, the draft was available at the Township Building the Reading Eagle, and the Law Library for review.

The substance of the amendment is to allow for Mini Cell Tower installations in the Township. Chairman Allen Styer asked if members of the public had any questions or comments on the proposed amendment. Hearing none for those assembled, he then asked the Supervisors if they had any questions or comments. The Supervisors were satisfied with the amendment as drafted. Solicitor Brown noted that both the Berks County and Caernarvon Township Planning Commissions have reviewed the draft, provided input, and said input was incorporated in the document for passage. Having no further comments, Solicitor Brown close the hearing at 7:04 p.m.

Supervisor Sandy Styer made a motion to adopt Ordinance 286, amending the Township Zoning Ordinance to allow the installation and operation of Mini Cell Towers in the Township, in the form presented. Jack Hess seconded the motion. The motion carried unanimously.

**COMMENTS FROM THE ASSEMBLY**

A. Charles O'Donnell, 19 Hunter's Hill Drive, along with a number of additional other residents of the Highcroft Development, were here to discuss paving the township's residential

streets with tar and chip paving. There is concern about the danger of stones being left behind and children riding bikes and playing in the streets. He feels there is a better way to make paving repairs to the street. Other members of the public present also expressed concern about tar and chipping township streets and roads.

Supervisor Paul Whiteman addressed the issues of performing preventative maintenance on the streets and the costs associated with using blacktop. The Township can complete a larger number of road miles by using tar and chip as compared to bituminous seal coat (blacktop). Engineer, Scott Anderson, noted the Township would try a second coating this year, a slurry that will encapsulate the chips. The appearance is more like a blacktop finish, and there will be less loose stones after the process has been completed. Although this carries some added costs, it is still far less expensive than blacktop.

B. Laura Vilardo, 13 Hunters Hill Drive, also complained, asking about the quality of the work performed by Martin's Paving. She expressed concerns that the final project might be a failure. Supervisor Paul Whiteman and Keith McGowan addressed the issue, noting the Township will be street sweeping, until excess stone is removed.

C. Meredith Pigeon, 14 Hunters Hill Drive asked about the process of a slurry seal coat being applied. Engineer Anderson address this.

D. Robert Davis, 55 Highcroft Drive also expressed concern that Highcroft was "short-changed" in the process of applying the tar and chip surface.

The questions and concerns about paving using the "tar and chip" process was discussed with the Supervisors, Engineer Scott Anderson, and Foreman Keith McGowan. It was notes the Township has over 28 miles of roads to maintain, and a very limited budget with which to maintain them. Additionally, industry standards noted the costs of paving far exceed the costs of tar and chip or slurry seal. The Township Supervisors are looking at the slurry seal top coat as a conceptual design idea, and have asked for the bid specifications to include this process as an option; however, the option of paving with macadam was not requested in the bid specification because of the high cost. The Township will post the bid results on the website, and keep the residents informed of the planned work.

## **MINUTES OF THE PREVIOUS MEETING**

A. Paul Whiteman made a motion to accept the minutes of the April 11, 2017 Board of Supervisors Meeting. Sandy Styer seconded the motion. The motion carried unanimously.

B. Sandy Styer made a motion to accept the minutes of the April 25, 2017 Board of Supervisors Workshop Meeting. Paul Whiteman seconded the motion. The motion carried unanimously.

## **TREASURERS REPORT**

The Supervisors reviewed the Treasurer's Report for April. Treasurer Griesemer noted there were no issues. Paul Whiteman made a motion to accept the Treasurer's monthly report for the period ending April 30, 2017. Sandy Styer seconded the motion. The motion carried unanimously.

## **EXPENSE LIST**

Secretary Miller noted that a large number of invoices were received today, and he therefore added an addendum to the Bill List. The Supervisors reviewed the bill list and the addendum for May. Following this, Sandy Styer made a motion to ratify the paid bills and approve the bill list and addendum for May 9, 2017 to pay the bills in the amount of \$167,249.94 from the General Fund; and \$4,573.78 from the Street Light Fund. Paul Whiteman seconded the motion. The motion carried unanimously.

## **BUSINESS**

A. Engineer Scott Anderson discussed the 2017 Road Bids, and handed out a summary of the submitted bids. He then gave his recommendation for the work.

Paul Whiteman made a motion to accept the bids and to award the bid for the 2017 Paving/Patching Project to Landis C. Deck & Sons, a subsidiary of the H & K Group, Inc., to include items 'A' thru 'H' inclusive, for a bid price of \$205,688.30, subject to contract compliance with the bid specifications, and to authorize the signing of the contract proposal. Sandy Styer seconded the motion. The motion carried unanimously.

Paul Whiteman then made a motion to accept the bids and to award the bid for the 2017 Bituminous Surface Treatment Project to Asphalt Maintenance Solution, LLC, including items 'A', 'B', 'D' thru 'F', excluding item 'C', and with the alternates for the same items, for a bid price of \$53,254.40, subject to contract compliance with the bid specifications, and to authorize the signing of the contract proposal. Sandy Styer seconded the motion. The motion carried unanimously.

B. Secretary Miller noted requests have been received for Fire Police assistance. The following Resolutions were introduced and acted on:

1. Sandy Styer made a motion to adopt Resolution 2017-17, authorizing the Fire Police to assist New Garden Township with the Chester County Hot Air Balloon Festival, June 23, 24 & 25, 2017. Paul Whiteman seconded the motion. The motion carried unanimously.
2. Paul Whiteman made a motion to adopt Resolution 2017-18, authorizing the Fire Police to assist the American Legion with their BBQ Bike event, June 3, 2017. Sandy Styer seconded the motion. The motion carried unanimously.
3. Sandy Styer made a motion to adopt Resolution 2017-19, authorizing the Fire Police to assist the Chester County Fire Police with the Chester County Half Marathon, May 21, 2017. Jack Hess seconded the motion. The motion carried unanimously.

## **TOWNSHIP REPORTS**

A. Secretary Miller indicated he met with Greg Adams of B B & T investments to review the Uniform Pension Fund. Mr. Miller requested a meeting of the Pension Committee to review recommendations from Mr. Adams. A meeting will be scheduled.

B. Supervisor Paul Whiteman updated the board and residents on the 2017 Carnival.

C. The Maintenance Department Report for April was received. Foreman Keith

McGowan noted the department has been working on base repairs on Mill Road, and in the Pennwood Development.

D. The SEO Report for April was received.

E. The Library Report for April was received. Additionally, Nora Seidel, Liaison, submitted her notes on the last meeting.

F. The Tax Collector's Report for April was received.

G. The April Police report for Caernarvon Township was received.

H. The Zoning and Code Enforcement Officer report for April was received. A question on the property at the corner of Main Street and Morgantown Road was asked. The Supervisors asked that the Zoning Officer be directed to inquire about having the fencing removed.

I. There was no Fire Company Report.

J. The April EMA reports were received.

K. Secretary Miller noted that the Parks and Recreation Board met in April. The Rec Board has submitted a replacement name for the vacancy on their Board. Paul Whiteman made a motion to adopt Resolution 2017-20, naming Frank Payne to a vacancy on the Rec Board with an expiration of the first day of January 2019. Sandy Styer seconded the motion. The motion carried unanimously.

L. Secretary Miller stated that the Planning Commission met in April, and they have submitted recommendations to the Board. The Planning Commission recommended that the Board of Supervisors grant the following waivers for the Morgan Meadows (Morgan Commons) Apartments Land Development Plan.

1. **Waiver Request** – SALDO Section 301.3 to allow the plans as Preliminary/Final;

2. **Waiver Request** – SALDO Section 301.6 to allow a scale of 1" = 20';

Paul Whiteman made a motion to grant a waiver from SALDO Section 301.3 and allow the plans to be submitted as Preliminary/Final, and Section 301.6 to allow a scale other than required, of 1" = 20". Sandy Styer seconded the motion. The motion carried unanimously.

Then Sandy Styer made a motion to require a traffic study to be performed. Paul Whiteman seconded the motion. The motion carried unanimously.

M. The Supervisors reviewed the Report of the Engineer, Scott Anderson of Great Valley Consultants. He discussed Ben's Masonry and their discharge of water from their property. They have worked on getting the water to flow so that it limits the impact to Main Street.

Additionally, he informed the Supervisors that a cash escrow exists for the Heatherbrook Development, and the developer is nearing completion.

N. Solicitor Eric Brown gave his report. Additionally, he indicated that an Executive Session was needed.

**EXECUTIVE SESSION**

The Supervisors recessed into Executive Session at 8:34 p.m. Chairman Allen Styer called the meeting back to order at 9:12 p.m., indicating the session was for potential litigation.

**SUPERVISORS COMMENTS**

Supervisor Paul Whiteman asked that the Carnival be advertised on the sign.

**ADJOURNMENT**

Sandy Styer made a motion to adjourn the meeting. Paul Whiteman seconded the motion. The motion carried unanimously. The meeting adjourned at 9:13 pm.

Respectfully Submitted,

Randall P. Miller  
Township Secretary