

**CAERNARVON TOWNSHIP  
BERKS COUNTY, PA**

**BOARD OF SUPERVISORS  
MEETING MINUTES**

**FEBRUARY 13, 2018**

The Caernarvon Township Board of Supervisors held their Monthly Meeting on February 13, 2018 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; Sandra Styer, Supervisor; Jeffrey Vickers, Supervisors; Paul L. Whiteman, Jr., Supervisor; John Scalia, Chief of Police; Scott Anderson, Great Valley Consultants, Engineer; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Keith McGowan, Maintenance Foreman; Sandra L Styer Acting, 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.

Chairman Allen Styer announced that Judge Glass was attending to Swear in Chad Eberly as Corporal and Matt Menna as Sergeant

Bill Smith was award for aed unit use and Kyle Tranovich for helping family crises

Executive session was at 7:24pm

Advised this was due to personnel issues

Sandy Styer made a motion to terminate the Employment of Randall P Miller effective immediately. Roll Call was made

Jeff Vickers YES

Jack Hess NO

Paul Whiteman NO

Sandra Styer Yes

Allen Styer Yes

Allen Styer asked for any public comments.

Sandy Styer made a motion for Chairman Allen Styer to Execute and send letter of termination letter

**COMMENTS FROM THE ASSEMBLY**

None.

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### MINUTES OF THE PREVIOUS MEETING

Sandy Styer made a motion to accept the minutes of the January 2, 2017 Board of Supervisors. Paul Whiteman seconded the motion. The motion carried unanimously.

Sandy Styer made a motion to accept the minutes of the January 9, 2017 Board of Supervisors. Paul Whiteman seconded the motion. The motion carried unanimously.

Sandy Styer made a motion to accept the minutes of the January 23, 2017 Board of Supervisors. Paul Whiteman seconded the motion. The motion carried unanimously.

### TREASURERS REPORT

The Supervisors reviewed the period ending January 31, 2018 Treasurer's Report. Revenues for the year totaled \$58,456.40 and expenditures totaled \$153,010.40. Jeff Vickers made a motion to accept the Treasurer's monthly report for the period ending January 31, 2018. Jack Hess seconded the motion. The motion carried unanimously.

### EXPENSE LIST

The Supervisors reviewed the bill list for February. Following this, Paul Whiteman made a motion to approve the bill list for February 13, 2018 and to ratify paid bills and to pay the current bills in the amount of \$106,099.76 from the General Fund; and \$4,636.30 from the Street Light Fund and 2,624.42 from the Accrual Fund. Jack Hess seconded the motion. The motion carried unanimously.

### BUSINESS

- A. Pete Hornberger ask if it would be ok to have a vendor for Beer at the Fire Company Chili Cook-off. Board advised that we would need certificate of insurance listing Caernarvon Twp as additional insured. Pete will obtain from vendor. Sandy Styer made a motion to allow and Jeff Vickers seconded the motion. The motion carried unanimously.
- B. SBRCF Meeting update and resolution 2018-14 Whereas, Caernarvon Township wishes to be included in said Joint Comprehensive Plan Update project at an estimate of \$9,172.60 as our portion of the cost. Paul Whiteman made the motion to accept. Sandy Styer seconded motion. The motion carried unanimously.
- C. MAA and Soccer Agreements will be emailed out to supervisors
- D. MS-965 Liquid Fuels Completion Report needs to be signed by secretary. Pauly Whiteman made a motion to sign. Jack Hess seconded. The motion carried unanimously.

### TOWNSHIP REPORTS

- A. Administrator Audit Board Draft Minutes and Liquid Fuels Audit.

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B. Pauly Whiteman asked for \$1500.00 deposit check for light and sound guy for Carnival Sandy Styer made a motion to pay deposit. Jack Hess seconded. The motion carried unanimously. Pauly noted there is a balance going forward of \$10,423.12 in Carnival account.

C. The Maintenance Department: Keith McGowan and Pete Hornberger will be attending a seminar on the spotted lantern fly.

D. The SEO Report for January was received.

E. The Library Report for January was received.

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

G. The December Police report for January was received.

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

I. The January EMS reports were received.

J. Park and rec

K. Planning commission draft minutes received.

L. The Supervisors reviewed the Report of the Engineer. Additionally, Mr. Anderson Discussed his Engineer's report:

1. Hillside Manufacturing Water Line Connection:

The escrow is currently under review. Eric Brown was asked to determine the Townships involvement with the proposed interconnection of the water line with New Morgan Borough.

2. Kidjoy Escrow Release:

Kidjoy requested a release of their escrow funds. Scott Anderson stated the seeding was not yet acceptable and signed drawings need to be received. The Supervisors voted all in favor of releasing \$157,788.57 in accordance with GVCs February 9, 2018 letter.

3. Heritage Equipment Escrow Release:

Heritage equipment requested a release of their escrow funds. Scott Anderson discussed the basin is in accordance with the approved drawings, but some bushes were agreed to be trimmed/removed by the Owner. The supervisors voted all in favor of releasing the full \$7838.75 in accordance with GVC's February 9, 2018 letter, conditional upon the owner addressing the removal of the necessary bushes.

4. Traffic Impact Fee Study Estimate:

GVC prepared a letter including a cost estimate for their office to prepare the engineering reports needed for a traffic impact fee and ordinance. The Supervisors discussed the costs that would be passed along to developers as an additional fee and that another fee for development was not desirable. The supervisors took no action.

5. Miscellaneous Zoning Notifications:

Frank Pomrinf of GVC spoke to the coffe Owner and is waiting for the necessary permits for the interior renovations. Zoning Officer Terry Naugle of GVC spoke to

Keith Grant who owns the building. The Supervisors clarified that Mr. Grant is to submit for the sign and zoning permits necessary to meet the zoning ordinance and the storm water ordinance. Morgantown Court appeared in front of the Zoning Hearing Board on February 8, 2018. The townhome use was granted conditionally. The written decision has not yet been issued.

6. Twin Valley & Main Street Signal Diagram

Penn Dot approved the Township's request to change the pedestrian signal timings and removal of the no turn on red restriction for Twin Valley Road South. The Supervisors tabled the topic until GVC prepared the necessary Penn Dot forms and resolution needed for approval

7. 433 Swamp Road Storm water Memo.

Dana Ebert (433 Swamp Road) had complained about storm water from the neighbor's driveway on the opposite side of Swamp Road draining onto her property. Keith McGowan and Scott Anderson discussed the Township can improve the swale on the side of swamp Road, but the stone driveway where the storm water is coming from is an issue. The Supervisors recommended a meeting be held with resident of the driveway causing the issue. The Supervisors also recommended a letter be issued to 436 Swamp Road regarding the blocked driveway pipe and maintenance requirements of Ordinance 279. Keith McGowan explained their pipe is blocked and caused water to pond and cause a bad icing issue on Swamp road last week

8. Road Cut Permit, Procedures and Ordinance

The supervisors authorized Scott Anderson to revise the Ordinances associated with street cuts and HOP permits in order to reduce the number of Ordinances and inconsistencies.

9. Lot 4A

Scott Anderson discussed the use was revised to light manufacturing. The building and parking were revised and a letter will be issued to the Planning Commission for their February meeting.

M. Solicitor Eric Brown

**EXECUTIVE SESSION**

There was no Executive Session at this time.

**SUPERVISORS COMMENTS**

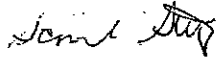
A motion was made to advertise job for Secretary/Admin and a second was made. All were in favor. A motion was made to offer Joan Bair Part-time position not to exceed 20 hours weekly. A second was made and all were in favor. Pauly made a motion to adjourn and was

seconded with all in favor

ADJOURNMENT

9:55pm

Respectfully Submitted,



Sandra L Styer  
Temp Township Secretary

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