

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA**

**BOARD OF SUPERVISORS
WORKSHOP
MEETING MINUTES**

April 24, 2018

The Caernarvon Township Board of Supervisors held their Monthly Workshop Meeting on April 24, 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, Supervisor; Paul L. Whiteman, Jr., Supervisor; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; John Scalia, Chief of Police; Joan Bair, 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.

COMMENTS FROM THE ASSEMBLY:

Michelle Raymond inquired about recent updates to the zoning wording for the IOP and Home Occupancy ordinances. Michelle is proposing an Economic and Development Committee. Solicitor Eric Brown recommends consulting with an advisory committee to steer the group. Updates to the IOP and Home Occupancy ordinances continue to be in the review stages.

CORRESPONDENCE

Sandy Styer requested approval for Biker Show Letter of Request for Fire Police Assistance on June 2, 2018. Paul Whiteman made a motion to approve request. Jack Hess seconded motion. All in favor. Motion carried.

BUSINESS

- A. The supervisors reviewed the Parks and Recreation Request List. Sandy Styer made a motion to place order for two plaques. Paul Whiteman seconded motion. All in favor. Motion carried. The request for maintenance to paint foul posts will need to be revisited. Jeff Vickers made a motion to approve Colt Grazioli to start obtaining material and monetary donations for the rebuilding of stage at old carnival grounds. The Township's expense for panel box, meter and conduit not to exceed \$500.00. PPL will be providing a letter to Colt regarding the proposed electrical work. Sandy Styer seconded motion. All in favor. Motion carried.

- B.** The upcoming MAA schedule was discussed and opening weekend for bathrooms. An email is forthcoming from MAA. Maintenance has begun placing Diamond Tech order for fields and also mulch order for parks. In addition, trash near 8x10 shed will need to be removed and MAA will need a key for snack shack.
- C.** Paul Whiteman made a motion to approve purchase of men and women toilets for the North Street Park restrooms. Approximate cost for supplies will be \$142.00. Jeff Vickers seconded motion. All in favor. Motion carried.
- D.** Advertisement for Summer help for two Seasonal Maintenance employees is needed, applicants must be 18 years or older.
- E.** Police Chief requested an additional billing code for Police expenses, Jack Griesemer will provide new code.
- F.** Morgantown Coffee House recently submitted permit applications, supervisors explained that permit process will need to be placed on hold until landlord signs applications and also submits parking lot permit applications. Paul Whiteman will contact Terry Naugle to resolve the matter.
- G.** MRM policy changes were considered. All vehicle collision deductibles were increased to \$1000.00, playground equipment, garage and restrooms values were revised. Further changes will be considered in the near future including traffic light replacement values and the Library square footage to determine the accuracy of value.
- H.** Standard Insurance policy currently does not include coverage for the Chief of Police. Sandy Styer made motion to approve adding Chief. Paul Whiteman seconded motion. All in favor.
- I.** At the April 17, 2018 Planning Commission meeting, a recommendation was made to forward the Heritage Drive Zoning Text to the County. Chairman Styer explained that providing the owner is handling their own product, the use of storage would be allowed. Paul Whiteman made motion to send the Heritage Drive Zoning Text to the County for approval. Sandy Styer seconded. All in favor. Motion carried. In addition, the Board of Supervisors discussed concerns regarding the Draft IOP Zoning ordinance. Ordinance requires further review including the definition of mixed use, fuel sales and compliance with deed, and ensure uses by Conditional Use do not impose conditions that would impact neighbors. Further the Supervisors reviewed the list of Conditional Use categories and chose items for removal which are considered By Right.
- J.** The Hillside Developers are planning a groundbreaking ceremony. There are two outstanding issues to address prior to approval of the Agreement. The two issues are public water and securing easement for parking.
- K.** Chairman Styer is requesting a repeal and replacement of Ordinance #32 to include the provision for alternate Planning Commission members. Sandy Styer made a motion to repeal and replace Ordinance #32. Paul Whiteman seconded motion. All in favor. Motion carried.

- L. Chief of Police advised the Board of Supervisors that at the next Supervisors meeting a list of Co Stars prices for a police car purchase will be provided.

EXECUTIVE SESSION

The Supervisors recessed to Executive Session at 8:45 p.m. Chairman Styer called the meeting back to order at 9:32 p.m., stating the Executive Session was to approve a new hire for Part-Time Police and also temporary Part-Time clerk help in Police Department. Sandy Styer made a motion to approve Part Time Police Officer new hire at the hourly rate of \$21.00. Jeff Vickers seconded motion. All in favor. Motion carried. Sandy Styer made a motion to approve hiring temporary Police Clerk at the hourly rate of \$20.00. Paul Whiteman seconded motion. All in favor. Motion carried. In addition, Solicitor Eric Brown explained the executive session was to render decision granting XTL's application for conditional use relief. The decision is subject to conditions set forth in agreement regarding road/intersection and lighting matters. Sandy Styer made motion for supervisors to sign conditional use ruling. Jeff Vickers seconded motion. All in favor. Motion carried.

ADJOURNMENT

Sandy Styer made a motion to adjourn at 9:45pm. Paul Whiteman seconded motion. All in favor. Motion carried.

Respectfully Submitted,

Joan A. Bair
Township Secretary