

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA**

**BOARD OF SUPERVISORS
MEETING MINUTES**

June 11, 2018

The Caernarvon Township Board of Supervisors held their Monthly Meeting on June 11, 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; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Scott Anderson, Great Valley Consultants; Joan Bair, Township Administrator/ Secretary. Supervisor Paul L. Whiteman, Jr., was not present due to Carnival preparations.

CALL TO ORDER

Chairman Allen Styer called the meeting to order at 7:01 PM. This was followed by the Pledge of Allegiance.

COMMENTS FROM THE ASSEMBLY:

Chester Stepien in attendance inquired about the Sunoco Pipeline work status on Joanna Road. Mr. Stepien expressed concerns about mud and sediment along Joanna Road. The Township Engineer Scott Anderson noted that Joanna Road conditions during the day are clear. Scott explained that there is some remaining pipe work to be done along Joanna Road and Clymer Hill Road. The pipeline project is nearing completion. Scott will speak to the Pipeline contractor regarding excess mud and sediment cleanup along Joanna Road.

CORRESPONDENCE

The Center for Excellence donation request was reviewed by the Supervisors. Sandy Styer made a motion to make a donation in the amount of \$100.00 payable to Albright College. Jack Hess seconded the motion. All in favor. Motion carried.

The Supervisors received official complaint dated May 24, 2018 regarding feral cats on Quarry View Drive. Solicitor Eric Brown explained that the Township could enforce a ban if complaint was warranted as a nuisance. However, monitoring feral cats would be a challenge. The Supervisors did not further take action on the official complaint.

The Supervisors reviewed correspondence for an upcoming meeting with PennDot Connects at the Township Building on Monday, June 18, 2018. Keith McGowan and Scott Anderson will be in attendance at the meeting. The scope of the meeting is upcoming bridge work on SR 10.

The DEP inspection report for 60 Thousand Oaks Boulevard was received.

A reminder letter from the Pennsylvania Turnpike Commission regarding encroachment problems on Turnpike property was received. Chairman Styer noted upcoming turnpike

construction and encroachment. Noise level concerns have been expressed by residents. Engineer Scott Anderson explained that he has not been informed about installation of sound walls in response to the noise concerns. Noise studies show that the impact of the project noise would not justify procurement of sound barriers.

MINUTES OF THE PREVIOUS MEETING

- A. Sandy Styer made a motion to accept the minutes of May 8, 2018 Board of Supervisors meeting with revisions noted by Solicitor Eric Brown. Revisions include correcting a run on sentence, and noting the Board of Supervisors voting in public regarding the zoning relief application submitted to the Zoning Hearing Board. Jeff Vickers seconded the motion. All in favor. Motion carried.
- B. Sandy Styer made a motion to accept the minutes of May 22, 2018 Workshop. Jack Hess seconded the motion. All in favor. Motion carried.

TREASURERS REPORT

The supervisors reviewed the Treasurer's report. Sandy Styer made a motion to accept the Treasurers monthly report for the period ending May 31, 2018. Jeff Vickers seconded the motion. All in favor. Motion carried.

EXPENSE LIST

The supervisors reviewed the bill list for June. Sandy Styer made a motion to pay the bills on the June 11, 2018 bill list in the amount of \$218,483.26 General Fund, \$4,600.43 Street Light Fund, \$82,225.58 Building Tax Fund, and \$5,623.49 Accrual Fund. Jeff Vickers seconded. All in favor. Motion carried.

BUSINESS

- A. Proposed Social Hall contract was tabled for this meeting.
- B. Engineer Scott Anderson noted that parking negotiations are currently underway for the Village of Heatherbrook on Heather Way.
- C. Comments received for the Zoning Ordinance Amendments were reviewed. Union Township had no comments for the zoning amendment. County of Berks Planning Commission provided comments for the I-O-P Zoning Amendment. A correction is needed to allow fuel sales either by right OR by special exception for convenient stores. Also the Berks Planning Commission staff recommends not increasing the permitted percentage of impervious coverage. Chairman Allen Styer requests Solicitor Eric Brown contact the staff for a greater explanation and present results at the next Township Planning Commission meeting. Current percentage requirement for total impervious area seems to be inaccurate when considering buildings, etc.

- D. Lot 4A Heritage Drive IDP zoning ordinance will be ready for June 26, 2018 Workshop. Michelle Raymond inquired about public notices for ordinances and more accessibility to the information. Solicitor Eric Brown explained that current legislation has a proposal making public/legal notices available at no cost. More to come regarding this pending legislation.
- E. Hillside Custom Machining plans currently require erosion control improvements before Land Development work can begin. Township Engineer Scott Anderson will contact project coordinator regarding improvements needed.
- F. IOP Ordinance to provide for storage will be presented at the Board of Supervisors meeting on June 26, 2018.

TOWNSHIP REPORTS

- A. Administrator Joan Bair had nothing to add at this time.
- B. Paul Whiteman was not present due to Carnival preparations.
- C. The Maintenance Department Report for June was received. Sandy Styer inquired about traffic light agreements and the establishment of escrow accounts from the responsible parties. Joan Bair will provide Solicitor Eric Brown with copies of traffic light agreements for escrow information.
- D. The SEO report for the month of June was received.
- E. The Library report for the month of June was received.
- F. The Tax collectors report for June was received.
- G. The police report for the month of June was received. Jack Griesemer reported that there is \$12,000.00 available of the \$18,000.00 accrual account balance. Sandy Styer made a motion for Solicitor Eric Brown to coordinate a municipal lease agreement for a new Dodge Durango vehicle for the Police department. Jeff Vickers seconded motion. All in favor. Motion carried. Solicitor Eric Brown explained that the official vehicle lease agreement will need to be voted on at a later Board of Supervisors meeting.
- H. Zoning/Code Enforcement Officer report for June was received.
- I. The EMS and Twin Valley Fire Department reports for the month of June were received. The Supervisors received a thank you note from the Twin Valley Fire Department for the use of the Friendship park for their annual barbeque competition.
- J. Parks and Recreation Board met in May. The Supervisors reviewed their meeting minutes. Supervisor Sandy Styer confirmed with the Board that for the interim, Joan Bair will not be the recording Secretary for the Parks and Recreation meetings. More time is needed to catchup on Township Office items.

- K. The Planning Commission meeting minutes were reviewed. Extension letter is forthcoming from MGT for Morgantown Apartments LDP. In addition, XTL LDP submittal is forthcoming. Road improvements requiring PennDot's review is not expected. The plan is to keep the right of way as is.
- L. Scott Anderson gave his engineers report. The 2018 Street Work is projected to be completed prior to the first day of school.

Scott noted that GVC continues to review the grading requirements for Wexford Court.

Kidjoy Company, LLC Development escrow release request was received. Sandy Styer made a motion to release remaining funds in the amount of \$18,123.82 contingent upon payment of any outstanding expenses due to the Township and as built submission. Jeff Vickers seconded motion. All in favor. Motion carried. For Phase 2 (improvements), an escrow will be requested from the Developer for expenses billed to the Township for the project. Escrow amount will be determined at a later date.

No action was taken for the street cut ordinance revisions.

Scott is currently working on completing the application for the water quality grant from Mariner East 2 Pipelines Penalty. Swamp Road and Twin Valley stormwater conditions would qualify for the grant. Land Use review to the County will be required as part of the application process.

Scott mentioned that zoning requirements for the Morgantown Coffee parking lot permit application have not been met. In addition, the landlord's 30 day window for zoning notice compliance has expired. The Board of Supervisors authorize zoning officer to issue a letter to applicant regarding outstanding items for the driveway permit application submitted to GVC.

Sheds Unlimited Properties discussion took place regarding use and occupancy permits needed for occupied building in use for conducting business. The Board of Supervisors authorize the zoning officer to issue a notice of violation.

- M. Solicitor's report for June was received. The proposed Ordinance for Casino zoning is on hold for 30 days. Lighting and Landscaping standards are under review.

No action was taken for the Noise Ordinance. Board of Supervisors are still considering proposed revisions.

Road Opening "Street Cut" Ordinance is still under review. No action taken.

Solicitation Ordinance revisions were presented to the Supervisors. Revisions include removal of 7 day time limitation, special events were exempted from the licensing requirement in Section 4, and carnivals incorporated into the definition of special event. Sandy Styer made a motion authorizing Solicitor Eric Brown to advertise Solicitation Ordinance with noted revisions.

Home Occupation and IOP Ordinances are currently under review, comments from Berks County were received. Chairman Allen Styer requested Solicitor send an inquiry to Berks County regarding the staff's recommendation of "not increasing the permitted percentage of impervious coverage".

XTL project update was presented as part of the Township Engineer's report.

Solicitor Eric Brown and Maintenance Foreman Keith McGowan are currently working on developing an ordinance for vegetation dumping in easement and open space areas. Since Parks are regulated a review of current ordinances is underway.

EXECUTIVE SESSION

There was no executive session at this time.

SUPERVISORS COMMENTS

Two laptop options were reviewed. Supervisors request estimates for purchase including WIFI upgrade for Township. Joan Bair will work on estimates and report back to the Supervisors.

ADJOURNMENT

Jeff Vickers made a motion to adjourn at 8:37pm. Jack Hess seconded motion. All in favor. Motion carried.

Respectfully Submitted,

Joan A. Bair
Township Secretary