

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA**

**BOARD OF SUPERVISORS
MEETING MINUTES**

July 10, 2018

The Caernarvon Township Board of Supervisors held their Monthly Meeting on July 10, 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; Paul Whiteman, Jr., Supervisor; 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. Not present were Chief John Scalia and Maintenance Foreman Keith McGowan.

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:

David Anspach expressed concerns about the Sunoco Pipeline equipment, especially generators, starting up at the Joanna Road work site before 7 A.M. Mr. Anspach is requesting the Township enforce zoning that imposes hours of operation. Supervisors requested Joan Bair, Township Administrator, send a letter to the Sunoco Pipeline contact regarding hours of operation for the Pipeline project. Engineer Scott Anderson noted that the current Sunoco Pipeline Highway Occupancy Permit expires December 2018.

Ivy Fasko expressed concerns about the police response to fireworks complaints. Ms. Fasko explained that she believes the Township needs officers in that community to stop the fireworks. The Supervisors explained that the Officers have been responding to complaints, however, they cannot act on the complaint if they do not see the activity. Supervisor Jeff Vickers explained that Officers have been responding to complaints, he has seen them driving throughout the Township monitoring the situation. Supervisor Paul Whiteman explained that this activity is now difficult to stop since the new law went into effect. Shannon Long from the Public asked if fines will be enforced for illegal fireworks activity. The Supervisors encourage residents to contact the Police Department if illegal fireworks activity is suspected within the Township.

CORRESPONDENCE

The Supervisors were previously emailed the following correspondence. No action was taken. Correspondence is for information purposes:

COG Vehicle Purchase Program Membership – www.dayfleet.com.

DEP Letter – Violations of The Clean Streams Law.

Berks Public Works Association July 19, 2018 meeting reminder.

PSATs News Bulletin for June 2018

MINUTES OF THE PREVIOUS MEETING

- A. Sandy Styer made a motion to accept the minutes of June 11, 2018. Paul Whiteman seconded the motion. All in favor. Motion carried.
- B. Sandy Styer made a motion to accept the minutes of June 26, 2018 Workshop. Jeff Vickers 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 June 30, 2018. Paul Whiteman seconded the motion. All in favor. Motion carried.

EXPENSE LIST

The Supervisors reviewed the bill list for July. Jeff Vickers made a motion to pay the bills on the July 10, 2018 bill list in the amount of \$70,603.37 General Fund, \$4525.45 Street Light Fund, and \$19,355.16 Accrual Fund. Sandy Styer seconded. All in favor. Motion carried.

BUSINESS

- A. Supervisors received a letter from the Elverson-Honey Brook Area EMS requesting yearly grant from Caernarvon Township. Sandy Styer made a motion to approve grant payable to the Elverson-Honey Brook Area EMS in the amount of \$20,062.00. Jeff Vickers seconded motion. All in favor. Motion carried.
- B. Official Township Complaint Form regarding speeding on North Alley was reviewed. Richard Marts, 2953 Main Street, is requesting installation of signs and speed bumps on North Alley because of speeding issues. The Supervisors explained that the Township is not responsible for that location. Chairman Styer previously had a discussion with the owner of Ben's Masonry regarding North Alley speeding issues. Supervisors request that Joan Bair, Township Administrator, send a letter to Ben's Masonry requesting local tenants be advised about North Alley speeding issues.
- C. Official Township complaint form regarding weeds/thistle growth at 318 Shiloh Road was reviewed. Engineer Scott Anderson commented on the impact weeds overgrowth on surrounding farmlands/crops in that surrounding area, primarily Hartz Road. The Supervisors request that Joan Bair, Township

Administrator, forward a letter to the 318 Shiloh Road contact requesting fields be mowed.

- D. Madison Long presented a proposed Girl Scout project for a gaga pit at two (2) Park locations within Caernarvon Township for summer 2019. A gaga pit is 20' in diameter temporary structure, but is not portable. The project would be funded by donations from local businesses. A service team of adults and children would be responsible for the labor work. Ms. Long requests a response by the end of this summer. The Supervisors will forward the proposal to the Maintenance Foreman for review. No action taken at this time.
- E. Chairman Styer is currently working with Ally for the Dodge Durango Lease-Purchase agreement for the Police Department. Solicitor Eric Brown has a draft legal opinion to be included with the lease purchase agreement.
- F. The draft Social Hall Contract will be addressed at future meeting. No action taken at this time.
- G. A follow up regarding the Village of Heather brook on Heather Way parking concerns was provided by Engineer Scott Anderson. The Developer forwarded an offer to the Homeowners Association for the landscaping matter. The Developer is waiting for a response from the Homeowner's Association. No further action required from the Board of Supervisors.
- H. Plans for Lot 4A Heritage Drive are forthcoming. The text amendment has been approved.
- I. The Lighting and Landscaping Ordinance has been advertised for public comments. The proposed Ordinance will be considered by the Board of Supervisors at its meeting on Tuesday, July 24, 2018.
- J. Update for the Valore LLC Proposed Cell Tower was provided by the Township Engineer Scott Anderson. Submission for Stormwater plans and conservation permit are currently in process. No action taken at this time.
- K. The removal of the Morgantown Athletic Association (MAA) Park shed is in process. Paul Whiteman will contact the MAA for an update.

TOWNSHIP REPORTS

- A. Administrator Joan Bair gave the following reports:

GVC has approved sidewalk permit for 1 Kimball Court.

22 Horseshoe Drive Easement Encroachment agreement was signed by Mr. and Mrs. McMonagle who were present at the meeting. They expressed a concern about other neighbors encroaching easements. The Supervisors explained that letters will be forthcoming to address the encroachments. Sandy Styer made a motion to approve Easement Encroachment Agreement

and to authorize Chairman Allen Styer to sign the agreement. Jeff Vickers seconded motion. All in favor. Motion carried.

Letter has been sent to 434 Swamp Road regarding stormwater runoff.

Letter has been sent to 3420 Main Street regarding weeds overgrowth. David Anspach provided public comments in response to the situation. He explained that the recent zoning hearing board decision for that property included a clause regarding upkeep of the field. The Supervisors authorize Great Valley Consultants to issue a zoning violation notice regarding the overgrowth of weeds.

A Police Pension review meeting is scheduled for July 25, 2018 at 2 P.M. at the Township. Treasurer Jack Griesemer requests a representative from the Bargaining Unit. The Supervisors asked Administrator Joan Bair to contact the Sergeant and inquire about inviting a representative from the Bargaining Unit to the Police Pension Plan review meeting.

A Benecon Information meeting is scheduled for July 12, 2018 at 10:30 A.M. at the Township.

Census 2020 plans are underway. The Census Bureau is encouraging to begin informing the public about the upcoming census. Supervisor Sandy Styer suggested advertising on the Township website and in future Newsletters.

Five (5) Township laptops have been ordered. The purchase will help reduce costs for copier paper and extra printing charges for the copier lease.

Hillside Custom Machining recently inquired about an official address for ordering their promotional items. Township Engineer Scott Anderson is assisting Township with determining the address for Supervisors review and approval.

- B. Paul Whiteman gave a Carnival report. Reports show an increase compared to last year's carnival. Deposits were made for the carnival week and official financial reports are forthcoming.
- C. The Maintenance Department Report for July was received. Sandy Styer noted that Maintenance Foreman Keith McGowan has compiled a list of residences that need to be contacted regarding stormwater and easement concerns.
- D. The SEO report for the month of July was received.
- E. The Library report for the month of July was received.
- F. Tax Collector report for July was not received.
- G. The police report for the month of July was received.
- H. Zoning/Code Enforcement Officer report for July was received. Supervisors asked for an update about zoning violation letter that was sent to Sheds Unlimited. The owner asked GVC questions regarding the submission

requirements. The deadline for building permit response from Sheds Unlimited is due by Sunday, July 15, 2018.

- I. The EMS and Twin Valley Fire Department reports for the month of July were not received.
- J. Parks and Recreation Board met in June. The Supervisors reviewed their meeting minutes. The request list was previously reviewed, items have been covered.
- K. The Planning Commission meeting minutes were reviewed.
- L. The Supervisors reviewed the Report of the Engineer, Scott Anderson of Great Valley Consultants. He discussed his report.

Additionally, he noted that GVC received XTL revised plans for the Planning Commission's review. A traffic study will be needed. XTL is moving ahead with other permitting including Stormwater. Solicitor Eric Brown explained that if more time is needed for approval of final plans, Developer can delay and grant project extension or request conditional approval.

Also, complaints about dust and dirt at the Hillside construction site recently have been addressed. Contractors have been sweeping and spraying area to alleviate concerns.

Street cut ordinance draft was distributed to Supervisors for review and comments. No action taken at this time.

- M. Solicitor's report for July was received. Solicitor Eric Brown gave the following report:

The proposed Ordinance for Casino zoning is on hold, under review for feedback.

Noise Ordinance is on hold, under review for feedback.

Solicitation Ordinance #293 was advertised for public comment July 2, 2018 and is ready for Supervisors voting for enactment. Sandy Styer made a motion to adopt Ordinance #293 and authorize Chairman Allen Styer to sign documentation. Jeff Vickers seconded motion. All in favor. Motion carried.

Home Occupation and Landscaping and Lighting proposed Ordinances were advertised for public comment on July 10, 2018, and will be readvertised July 17, 2018. Both Ordinances will be presented for enacting at the July 24, 2018 workshop meeting.

XTL – Previously discussed under Engineer's Report.

Vegetation dumping in easement and open space areas is currently under review for preparation of draft Ordinance. David Anspach from the assembly asked about the disposal of yard waste. The Supervisors explained that the Landfill is available for disposal of yard waste.

The Draft Berks County Comprehensive Plan is available for review and comments. Supervisors requested Solicitor draft a response letter inquiring about the Ordinance language pertaining to changing zoning district mapping.

EXECUTIVE SESSION

The Supervisors recessed into Executive Session at 8:44 p.m. Chairman Allen Styer called the meeting back to order at 8:47 p.m., indicating the session was for discussing Joint Comprehensive Plan MOU.

SUPERVISORS COMMENTS

There were no comments.

ADJOURNMENT

Sandy Styer made a motion to adjourn at 8:50 p.m. Paul Whiteman seconded motion. All in favor. Motion carried.

Respectfully Submitted,

Joan A. Bair
Township Administrator/Secretary