

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA**

**BOARD OF SUPERVISORS
MEETING MINUTES**

MARCH 26, 2019

The Caernarvon Township Board of Supervisors held their Monthly Workshop Meeting on March 26, 2019 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; Keith McGowan, Maintenance Foreman; 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

Sam Petersheim, Elverson Resident, spoke in opposition of a casino in Morgantown. He believes property values could adversely be affected, and he has concerns about the affect a casino could have on local schools.

CORRESPONDENCE

The following correspondence items were previously emailed to the Board of Supervisors:

Berks Nature (was forwarded to Park & Rec)
County of Berks – Municipal Government Officials Breakfast, April 26, 2019
Pipeline Safety Brochure
PPL – Community Roots Tree Program
County of Berks Planning Commission Grant Application Notification
Earth Disturbance Report – Pipeline Project
Berks County Redevelopment Authority–Report for Public View & Comment
Chester County Tax Collection Committee – Update
Berks County Public Works Association – April Meeting Notice
State Transportation Commission - Survey

BUSINESS

A. Solicitor Eric Brown provided an update regarding the Morgantown Apartments LDP. Keith Grant, Morgantown Apartments LDP Representative, was present to request approval from the Board for a speed limit reduction to improve safety along the Route 23 corridor between Morgan Way and Valley Road. Paul Whiteman made a motion to authorize the

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Township Secretary to send a letter to PennDot requesting approval for a speed limit reduction from 40 mph to 35 mph along the Route 23 corridor between Morgan Way and Valley Road. Jack Hess seconded motion. Motion carried unanimously.

B. Solicitor Eric Brown informed the Board that the Wexford Court Letter of Credit request will be addressed at the next Regular Township meeting.

C. No updates were provided for the Sheds Unlimited Phase 2 project.

D. Sandy Styer made a motion to acknowledge receipt of the XTL, LDP time extension effective until September 30, 2019. Jack Hess seconded motion. Motion passed unanimously.

E. Solicitor Eric Brown informed the Board that the Multimodal Transportation Grant Agreement is currently under review. No action required at this time. Supervisor Whiteman noted that another truck damaged the guardrail along Shiloh Road.

F. Chairman Styer requested preliminary approval for a new Police Car Lease, 2019 Dodge Durango. He noted that the vehicle has been ordered by Co Stars Dealership New Holland Auto Group. Jeff Vickers made a motion to approve the proposed lease for a 2019 Police Dodge Durango vehicle and authorize John Scalia to sign documentation required for the transaction, amount not to exceed \$35,000.00. Jack Hess seconded motion. Motion carried unanimously.

G. Supervisor Jeff Vickers provided the Board a recommended vendor to consider for security camera upgrade.

H. Administrator/Secretary Joan Bair discussed Insurance Policy updates needed for the May 1, 2019 renewal. The list of covered traffic signals requires revision, the Township has 8 traffic signals, the policy lists 7. An updated policy is forthcoming.

I. Township Solicitor Eric Brown presented the Service Electric Franchise Agreement to the Board for renewal. Sandy Styer made a motion to approve and execute the Service Electric Franchise Agreement. Paul Whiteman seconded motion. Motion passed unanimously. Also, the Board accepted Service Electric's Smart TV donation offer for the meeting room, and approved applying for a Township electrical permit for installation work.

J. The Supervisors approved the 2019 MAA and Soccer agreements ready for signature.

K. Paul Whiteman made a motion to approve the John Deere Loader repair work amount not to exceed \$1,590.00. Jeff Vickers seconded motion. Motion carried unanimously.

L. Township Administrator/Secretary provided a draft Non-CDL job description for the Board's review. Solicitor Eric Brown will be providing guidelines for the physical requirements section.

M. The Supervisors reviewed an email complaint from 11 Rock Ridge regarding a large boulder on the property that was pushed back exposing mud. Road Foreman McGowan explained that the boulder is located within the Township's right of way which is an impediment to road work operations. The Supervisors requested Township Administrator/Secretary send a letter informing the property owner that the boulder is in the Township's Right of Way and is an obstruction to road work operations.

N. Township Administrator/Secretary requested approval for 10 additional shelving units in the archives room, approximately \$80.00 each. The Supervisors approved request.

O. The Supervisors approved the FREE Non-Profit social hall use request for the non-resident hourly rate, application and insurance certificate will be required.

P. The Supervisors approved the Sheetz social hall use request for the resident hourly rate, application and insurance certificate will be required.

Q. Paul Whiteman made a motion to approve the requested readdressing for 203 S Mulberry St. to 203 S Mulberry St. Apt A and 203 S Mulberry St. Apt B. Jack Hess seconded motion. Motion carried unanimously.

R. The Supervisors discussed Swamp road drainage issues and requested Administrator/Secretary to send certified letters to next group of addresses. The Supervisors also requested that any referenced Ordinances be included on the website for public access.

S. The Supervisors were provided an update for the Tourism Improvement District proposal. No action taken at this time.

T. Sandy Styer made a motion to authorize Allen Styer to sign the RKL Representation Letter for the 2018 Audit. Paul Whiteman seconded motion. Motion carried unanimously.

U. Township Administrator/Secretary informed the Board of Supervisors that the PennDot Online Access application was submitted for approval.

V. Chairman Styer noted that he is gathering information regarding possible options for Animal Control Services.

After Business discussions, Road Foreman Keith McGowan discussed the following: (1) fuel pump software upgrades, approximate cost of upgrade is \$3000.00. The Board suggested looking into Fleet Cards option. No action taken at this time; (2) Street Sweeping is planned for the week of April 8th and tree trimming plans are in progress. Supervisor Whiteman recommends the Township inform residents by letter regarding upcoming neighborhood tree trimming work; and, (3) Foreman McGowan received the Board's approval for advertising Summer Help.

EXECUTIVE SESSION

The Supervisors recessed into an executive session at 8:35 pm. Chairman Styer called the meeting back to order at 9:05 pm, indicating that the purpose of the executive session was to discuss personnel matters. Paul Whiteman made a motion to approve the hiring of Part –Time Police Officer Ryan Barr effective March 26, 2019, pay rate \$23.50. Jeff Vickers seconded motion. Motion carried unanimously.

SUPERVISORS COMMENTS

Sandy Styer made a motion to approve a \$1250.00 deposit for SPW Sound Productions, and to authorize Paul Whiteman as the signer for the SPW Sound Productions contract for the carnival. Jack Hess seconded motion. Motion carried unanimously.

Sandy Styer made a motion to approve Paul Whiteman as the signer for the International Fireworks Mfg. Co contract. Jeff Vickers seconded motion. Motion carried unanimously.

Paul Whiteman informed the Supervisors that returning carnival entertainers Elvis and Jess Zimmerman are in the planning stages for this year's carnival. Supervisor Whiteman explained that stage construction work is in progress with the help of Steve Stoltzfus.

ADJOURNMENT

Sandy Styer made a motion to adjourn the meeting. Paul Whiteman seconded the motion. The motion carried unanimously. The meeting adjourned at 9:06 pm.

Respectfully Submitted,

Joan A. Bair
Township Secretary