

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA**

**BOARD OF SUPERVISORS
MEETING MINUTES**

April 9, 2019

The Caernarvon Township Board of Supervisors held their Regular Monthly Meeting on April 9, 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; Paul Whiteman, Supervisor; Sandra Styer, Supervisor; Jeffrey Vickers, Supervisor; Jack Hess, Supervisor; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Scott Anderson, Great Valley Consultants; John Scalia, Chief of Police; Road Foreman, Keith McGowan; 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:

The assembly was invited to provide comments. The Chairman requested that any comments regarding the Casino LDP be held until the Board gets to that agenda item for this meeting. Jere Brady, Resident, asked about plans for a 2020 celebration in honor of the Township's 250th Anniversary. The Supervisors proposed a committee be formed for planning this event, and they asked Mr. Brady to provide his suggestions/ideas for the event.

Liza Grundy, Resident, inquired about Solicitation activity within the Township. The Supervisors explained that approved solicitors within the Township are required to wear identification lanyards issued by the Township Office.

CORRESPONDENCE

The following correspondence was previously forwarded to Supervisors for review, no further comments:

Mariner East 2 News & Views Publication
Service Electric Product Updates
Reading Area Transportation Study Meeting Notice
PA Department of Environmental Protection Permit for Energy Developments
BCPWA Proposed By-Laws Changes
Berks County Cooperative Purchasing Council Draft Agenda for April 9th
Excellence in Government News Bulletin
R.S. Services – Air Quality Permit Notice
National Fish and Wildlife Foundation – Survey Forthcoming
Windstream Letter – “Notice of Commencement”
MABA Newsletter
PennDot Connects Workshop

MINUTES OF THE PREVIOUS MEETING

- A. Paul Whiteman made a motion to accept the minutes of March 12, 2019 Board of Supervisors meeting. Sandy Styer seconded the motion. Motion carried unanimously.
- B. Sandy Styer made a motion to accept the minutes of March 26, 2019 Board of Supervisors Workshop meeting. Jack Hess seconded motion. Motion carried unanimously.

TREASURERS REPORT

The Supervisors reviewed the Treasurer's report. Sandy Styer made a motion to accept the Treasurers monthly report for the period ending March 31, 2019. Jeff Vickers seconded the motion. Motion carried unanimously.

EXPENSE LIST

The Supervisors reviewed the bill list for April 9, 2019. Sandy Styer made a motion to pay the bills on the April 9, 2019 bill list, amount of \$128,445.36 General Fund; \$4,273.09 Street Light Fund; \$2500.00 Building Tax Fund; and, \$1250.00 Accrual Fund. Paul Whiteman seconded the motion. Motion carried unanimously.

BUSINESS

A. Chief John Scalia reported that the door system upgrades are completed. He will be attending a class next week to learn more about managing the system.

B. The Supervisors reviewed the MABA correspondence requesting approval for their Memorial Tree Planting Project in honor of Joseph Thomas, Sr. Sandy Styer made a motion to approve and incorporate the proposed MABA Memorial Tree Planting Project into future park plans, tree planting work to be done in coordination with assistance/guidance from Supervisor Whiteman and Foreman McGowan. Paul Whiteman seconded motion. Motion carried unanimously.

C. Engineer Scott Anderson informed the Supervisors that the Morgantown Affiliates plans require minor adjustments. Stormwater matters are being reviewed to ensure parking lot design meets permit requirements.

D. Solicitor Eric Brown provided update for the Morgantown Apartments LDP. Developer's response is needed for the speed limit reduction letter prior to sending request to PennDot. In addition, a PennDot response is needed regarding proposed plans.

E. Paul Whiteman made a motion to defer decision for Wexford Court Letter of Credit Release Request. Jeff Vickers seconded motion. Motion carried unanimously.

F. No update provided for Sheds Unlimited Phase 2 project.

G. Foreman McGowan informed the Supervisors that Swamp Road letters regarding drainage matters were sent. He explained that to date some issues have been corrected.

H. Engineer Scott Anderson requested approval for naming the driveway along McDonald's and the former MOM's Mall location. Paul Whiteman made a motion to approve

St. Thomas Drive as the name for the driveway located along McDonald's and the former MOM's Mall location, and notifications to be sent to County contacts and property owners regarding any readdressing required. Jeff Vickers seconded motion. Motion carried unanimously.

I. Chairman Styer reported that feasible Animal Control Services options are currently under review.

J. Engineer Scott Anderson informed the Supervisors about the upcoming SR10/Shiloh Road Right Turn Kick-Off Meeting scheduled for April 18, 2019, 1:30 pm at the Township Building.

K. Foreman McGowan informed the Supervisors that the estimated cost for the fuel system software upgrades is \$1800.00.

The Supervisors approved Fuel Company forwarding Mill Road/Sewer Authority fuel invoices directly to the Sewer Authority. This change streamlines the billing process for the Township Office.

L. The Supervisors requested Township Administrator inform Bollinger's that portables need to be delivered at Zach Saint Field and John Burdy Park. Foreman McGowan noted that park restrooms will be opened this week. The Supervisors requested that the Police Department close the park restrooms at dusk.

M. Township Administrator Joan Bair provided a proposed modification to the Holiday policy wording for the floating holidays. Further revisions were requested by the Supervisors. This item will be reviewed at the next meeting.

N. Foreman McGowan informed the Supervisors that the alligator playground equipment at Friendship park was removed for safety reasons. Replacement cost estimate is \$1200.00. The Supervisors requested additional quotes.

O. No update was provided for the Tourism Improvement District (TID) project.

P. Township Administrator Joan Bair informed the Supervisors that this year the men's tri-county league will likely not have any teams. It was noted that a signature from the Men's Tri-County league is not needed for the 2019 MAA agreement.

Q. The Supervisors reviewed the Chester Tax Collection Committee memorandum. No changes are needed for appointed Township Delegates.

R. Chairman Styer provided a Casino LDP update. At this time, comments from the assembly regarding the Casino were taken:

COMMENTS FROM THE ASSEMBLY

Lisa Joye, Resident, expressed her concerns about a Casino in Morgantown. Ms. Joye suggested that there has been a lack of advertisement regarding the Casino decisions. The Supervisors explained that the Casino matter was advertised through local news media including the Reading Eagle, in accordance with zoning and planning advertising requirements. The Supervisors also addressed Ms. Joye's concerns about potential Casino traffic. It was noted that the Casino plans include in-depth security measures, and the flow of traffic is predicted to be minimal considering the location and hours of operation for the business.

Allan Eagles, Resident, shared his experiences of a Mini Casino. He explained that the facility was a very clean and friendly atmosphere. Mr. Eagles noted that a casino will generate jobs and more business for the community.

Liza Grundy, Resident, shared her views on contingency plans for new businesses. Ms. Grundy advocated for the Twin Valley Area Community Development Association (TVACDA), and invited the Supervisors to attend the next TVACDA meeting scheduled for April 24, 2019.

TOWNSHIP REPORTS

- A. Secretary/Administrator reported the following: (1) The Southern Berks Joint Comprehensive Plan Update committee continues to review the comprehensive plan for updates needed. (2) Prep work begins this week for the 75" smart TV donated by Service Electric for the Township meeting room.
- B. Supervisor Paul Whiteman reported that carnival committee meetings continue weekly. Steve Stoltzfus, Sheds Unlimited, is providing assistance for stage construction work, and Lyons & Hohl will be providing assistance for the carnival grounds grading work.
- C. The Supervisors reviewed the Maintenance Report. Roads Foreman Keith McGowan reported the following: (1) Street Sweeping operations need to be extended through next week due to equipment breakdown, (2) New Morgan Borough road inspection is in the planning stages, (3) Maintenance shed repairs approved in 2018 have not been completed, contractor did not follow up. The Supervisors requested quotes be obtained from other contractors, and a cancellation letter be sent to the formerly approved contractor.
- D. The monthly SEO Report was received.
- E. The monthly Library Report was received.
- F. The monthly Tax Collector Report was received.
- G. The monthly Police Report was received. Chief John Scalia reported the following: (1) The new Police Vehicle will be delivered soon, Resolution will be ready for approval at the next Workshop meeting; and, (2) An incident recently occurred at the Holiday Inn during a job fair involving three Officers, one Officer sustained an injury.

Supervisor Whiteman inquired about the Police Department schedule and the coverage for all shifts.

- H. The monthly Zoning/Code Enforcement Officer Report was received.
- I. The monthly EMS report was received.

- J. The monthly Fire Department report was received.
- K. The Parks and Recreation March 25, 2019 draft minutes and Request List were received.
- L. The Planning Commission March 19, 2019 draft minutes were received.
- M. The monthly Engineer's Report was received. Paul Whiteman made a motion to approve payment to H&K Group, Inc. in the amount of \$22,577.19 which completes the 2018 Streets Work Project. Jeff Vickers seconded motion. Motion carried unanimously. Engineer Anderson reported that open bids advertisement for 2019 Streets Work will be published this week. Supervisor Whiteman asked for an update on the basin grant, Engineer Anderson reported that the paperwork is in progress.
- N. Solicitor Eric Brown reported updates to the Board.

EXECUTIVE SESSION

The Supervisors recessed to Executive Session at 9:04 p.m. Chairman Allen Styer called the meeting back to order at 9:14 p.m. indicating the purpose was to discuss litigation matters.

SUPERVISORS COMMENTS

Paul Whiteman requested approval for street signs purchase order. Jeff Vickers made a motion to approve street signs purchase, amount not to exceed \$3,000.00. Sandy Styer seconded motion. Motion carried unanimously. Paul Whiteman noted invoices were received for electrical work completed at the carnival grounds.

Sandy Styer noted that the Parks and Rec Board provided a request list regarding 2020 plans for the Township's 250th anniversary. The Supervisors noted that once a committee is established, items for discussion should include the Historical Society's 50th anniversary and a parade route.

ADJOURNMENT

Sandy Styer made a motion to adjourn meeting. Meeting adjourned at 9:15 p.m. Paul Whiteman seconded motion. Motion carried unanimously.

Respectfully Submitted,

Joan A. Bair
Township Administrator/Secretary