

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
BOARD OF SUPERVISORS
MEETING MINUTES**

July 13, 2021

The Caernarvon Township Board of Supervisors held their Regular Monthly Meeting on July 13, 2021 in the Caernarvon Township Municipal Building, and via Zoom, located at 3307 Main Street, Morgantown, PA, pursuant to notice according to law.

ATTENDING OFFICIALS

Sandra Styer, Chairperson; Paul Whiteman, Supervisor; Allen Styer III, Supervisor; Jeff Vickers, Supervisor; Jack Hess, Supervisor; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Paul Stolz, Chief of Police; Jeffrey Downing, Griesemer Accounting; Eric McCracken, Great Valley Consultants; Keith McGowan, Road Foreman; Joan Bair, Township Administrator/Secretary.

CALL TO ORDER

Chairperson Sandra Styer called the meeting to order at 7:00 PM.

CORRESPONDENCE

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

PSATs News Bulletin June 2021

MABA Newsletter July 2021

Reading Area Transportation Study Meeting on July 15, 2021

COMMENTS FROM THE ASSEMBLY

Gary Raser, 36 Fleishman Drive Birdsboro, discussed his opposition to the proposed rezoning for the airport property.

Michelle Raymond, Lenape Drive resident, opposed Mr. Raser's comments.

Terry Robinson, Morgantown Airport Renter from West Chester, informed the Board about a poll that was done at the Walmart location regarding the IOP rezoning for the Airport property. He stated that the poll results show that approximately 300 citizens, 75% of the poll, are opposed to rezoning the airport property due to traffic concerns and the impact on local taxes.

Patty Brann, Trappers Run resident, corrected a statement she made during a recent Township meeting.

Ms. Patel, Red Carpet Inn, requested an update regarding her complaint about tall grass at a neighboring property. Engineer McCracken explained that a meeting between Great Valley Consultants representatives and the property owner is in process. Township Solicitor Eric Brown pointed out that official legal action should be taken if property owner doesn't resolve the matter within 30 days of receiving violation notice.

Michelle Raymond, Lenape Drive, expressed her opposition to the Township video recordings policy.

MINUTES OF THE PREVIOUS MEETING

- A. Paul Whiteman made a motion to accept minutes of the June 8, 2021 Regular meeting. Jack Hess seconded the motion. Motion carried unanimously.
- B. Jeff Vickers made a motion to accept minutes of the June 22, 2021 Workshop meeting. Jack Hess seconded the motion. Motion carried unanimously.

TREASURERS REPORT

The Supervisors reviewed the Treasurer's report. Treasurer Jeffrey Downing summarized the Carnival revenue figures. After discussion, Jeff Vickers made a motion to accept the Treasurers monthly report for the period ending June 30, 2021. Paul Whiteman seconded the motion. Motion carried unanimously.

EXPENSE LIST

Jack Hess made a motion to pay the bills on the July 13, 2021 bill list, amount of \$138,863.66 General Fund; \$4,344.08 Street Light Fund; \$72,872.40 Building Tax Fund; \$8,950.00 Accrual Account. Allen Styer seconded the motion. Motion carried unanimously.

At this time, Supervisor Allen Styer commented on the earlier discussion held regarding the airport property which is located in the IOP (Industrial Office Park) zoning district. Supervisor Styer elaborated on the impact of traffic signal timing for side streets

BUSINESS

A. Certificate of Appreciation – Chief Stolz presented a Certificate of Appreciation to Dr. Slanga (not present) for the generous donation of an animal chip reader. Chief announced that the Police Department recently utilized the chip reader to reunite several lost pets with owners.

B. Lot 4/Dr. Kim LDP Decision – Mr. Merle Stolz, applicant's agent, presented the proposed Dr. Kim land development plan, and requested conditional approval. Solicitor Brown summarized the Decision. Patty Brann, Trappers Run resident, inquired about plans for office buildings. Mr. Stolz explained that Dr. Kim's medical facility will occupy one of the buildings, and two additional pad sites are included on the plans for future business prospects. After discussions, Allen Styer made a motion to approve the Lot 4/Dr. Kim Land Development Decision presented. Paul Whiteman seconded the motion. Motion carried unanimously.

C. Apartments on Main – Township Solicitor Brown informed the Board that a Stormwater Agreement is in process for Developer's signature.

D. Kidjoy Testing Lab LDP – Project Representatives Mr. Brian Havens and Engineer Aristides Otero were present to request approval for Municipal agreements. Project Engineer Otero explained that outstanding items include DEP permits and Water and Sewer Authority approvals. In addition, Engineer Otero requested approval to have Land Development Plans signed at this time. After discussions, Paul Whiteman made a motion to approve the Development, Financial, and Stormwater Agreements for the Kidjoy Testing Lab LDP as presented. Jeff Vickers seconded the motion. Motion carried unanimously. Additionally, Paul Whiteman made a motion to conditionally approve obtaining Township signatures for the Kidjoy Testing Lab Land Development Plan, upon receiving Water and Sewer Authority certifications. Allen Styer seconded the motion. Motion carried unanimously.

E. South Street Minor Subdivision – Township Solicitor Brown summarized the presented agreements for approval. Jeff Vickers made a motion to approve the Stormwater and

Sidewalk/Curbing agreements for the South Street Minor Subdivision as presented. Allen Styer seconded the motion. Motion carried unanimously.

F. Elverson Investors/Taco Bell Letter of Credit Release Request – Township Solicitor Brown recommends as built plans be required prior to release. Jeff Vickers made a motion to conditionally approve the Elverson Investors/Taco Bell Letter of Credit Release in the amount of \$135,450.61, contingent upon Engineer’s approval and receipt of as built plans. Jack Hess seconded the motion. Motion carried unanimously.

G. 120 Settlers Trail Sewage Planning Module – The Board requested additional information regarding the proposed community sewage system presented. Resolution will be presented for approval at next Supervisors meeting.

H. The Board was informed about Text Amendments for review by the Township Planning Commission at their July 20, 2021 meeting. The text amendments currently under review are for: Berks Homes and Morgantown Road Commercial.

I. Fire Police Request for July 16-18, 2021 – Paul Whiteman made a motion to approve the Twin Valley Coffee Fire Police Assistance Request for their July 16-18, 2021 event. Jeff Vickers seconded the motion. Motion carried unanimously.

J. Fire Police Request for August 27-29, 2021 – Jack Hess made a motion to approve the Citadel Country Music Festival Fire Police Assistance Request for their August 27-29, 2021 event. Jeff Vickers seconded the motion. Motion carried unanimously.

K. Act 167 Stormwater Management Act Ordinance Proposed Revisions – Township Solicitor Eric Brown summarized the proposed revisions for the Ordinance. Supervisor Allen Styer inquired about tracking stormwater inspections. After discussions, Jeff Vickers made a motion to advertise the draft Revised Act 167 Stormwater Management Ordinance. Jack Hess seconded the motion. Motion carried unanimously.

L. Solicitation Ordinance – (1) The Supervisors requested public comments be forwarded to the Township Office regarding possible revisions to the current Solicitation Ordinance; (2) The Supervisors requested that the Solicitation Permit Application Form be reviewed for updates. Chief Stolz presented some ideas/suggestions. A proposed revision will be presented to the Board at their next meeting.

M. No Parking Ordinance – Possible revisions are forthcoming.

N. Parks and Recreation Draft Ordinance – Discussion took place regarding the number of members for the committee. Chair Styer requested that this item be added to the Parks and Recreation meeting agenda for their July meeting.

O. Berks County Resolution for Approval – The Supervisors requested a Resolution be prepared for the County’s July 4, 2026 Semi Quincentennial Event. A Resolution will be presented to the Board of Supervisors for approval at their next meeting.

P. Credit Card Application for Approval – Paul Whiteman made a motion to approve a \$5,000.00 Township Credit Card limit authorizing Paul Stolz as a card user with the Department Head preapproval spending amount of \$1,500.00. Jeff Vickers seconded the motion. Motion carried unanimously.

Q. Stormwater/Driveway Pipes Update – (1) Kline & Hopewell Road: The Supervisors requested that Township Engineer McCracken contact DEP regarding permit requirements for this location; (2) North Twin Valley Road Drainage: Township Engineer McCracken explained

that the proposed pipe work would require an easement from a local landowner. Permission for the easement has been requested. Engineer McCracken explained that he is waiting to hear back from the landowner; (3) 371 Swamp Road Driveway: Engineer McCracken informed the Board that the property owner has not corrected driveway issue. He explained that the next step is in process regarding the driveway violation; (4) Hertzler Dr. Driveway: Township Engineer McCracken informed the Board that a follow up letter regarding the driveway matter was sent to the property owner, and that a violation notice will be issued if necessary; (5) 91 Rock Ridge Work: Township Solicitor Brown explained that a property damage claim has been resolved, and that in order to proceed with the recommended stormwater maintenance plan, the Township will need a temporary construction easement from the property owner at that location.

At this time, Road Foreman McGowan updated the Board on the 177 Swamp Road driveway matter.

R. Twin Valley Mariner Grant Update – No update at this time.

S. XTL Update – Township Engineer McCracken informed the Board that the XTL Developer has requested that PennDot meetings for this project be placed on hold for now.

T. Sunoco Road Work Update – Township Engineer McCracken informed the Board that a meeting with Sunoco has been scheduled for next week.

U. The Board was informed about a Zoning Hearing Board Member Letter of Interest that is forthcoming for their review and approval.

V. Skate Board Suggestion – No update at this time.

W. Friendship Park Suggestion – The Board requested that this item be placed on the next Parks and Recreation meeting agenda. Supervisor Allen Styer suggested the Parks and Recreation Committee consider surveying the community for parks and recreation suggestions/ideas.

X. Treasurer Memorial Plaque – Paul Whiteman made a motion to approve the 9” x 18” Memorial plaque honoring Treasurer John “Jack” H. Griesemer, Jr., quoted amount of \$363.12. Jack Hess seconded the motion. Motion carried unanimously.

Y. PSATs Centennial Book Ad – Paul Whiteman made a motion to approve a 1/8 page ad for the PSATS’ Commemorative Centennial Book in the amount of \$50.00. Allen Styer seconded the motion. Motion carried unanimously.

Z. MPOETC Extension Request – Chief Stolz explained that the next MPOETC testing date is scheduled for July 22, 2021. Jeff Vickers made a motion to approve a 30 day MPOETC Certification extension for Chief Stolz. Allen Styer seconded the motion. Motion carried unanimously.

TOWNSHIP REPORTS

A. Township Administrator – Administrator Joan Bair informed the Supervisors about the following: (1) American Rescue Plan funds are in process; (2) Police Vehicle insurance claim is in process; (3) Banners Program is in need of additional assistance with hanging banners. A citizen suggested contacting Service Electric; (4) PSATs 2022 calendar will be featuring Public Works photos. Administrator Joan Bair requested the Board’s approval to forward photos for inclusion in the 2022 calendar. The Board concurred.

B. Carnival/Anniversary – Supervisor Whiteman informed the Board that a Carnival Rides vendor is still under review. Supervisor Hess reported that 130 Anniversary books and 70 Tshirts have been sold. Resident Michelle Raymond discussed the Anniversary Book shipment form. Resident Terri Payne offered to sell books for the Township.

C. Maintenance Report – Monthly Maintenance report was reviewed. Road Foreman McGowan discussed County Line ownership for Plumwood/Mountain View. The Board requested that Foreman McGowan contact Honeybrook to discuss options.

D. SEO Report – Monthly report reviewed.

E. Library Report – (1) Monthly report reviewed; (2) The Board discussed the proposed changes/upgrades for restrooms and requested more details regarding the proposal; (3) The Board reviewed the proposed changes for the garden/landscaping, and gave approval to proceed with the project.

F. Tax Collector Report – Monthly report reviewed.

G. Police Department – (1) Monthly Report reviewed. Chief discussed the following: unemployment identity theft; installation of body worn cameras; decals for new vehicle; hiring Part-Time help; and, CODY mobile cost estimate in process. Resident Patty Brann inquired about CRIMEWATCH website updates; (2) Chief informed the Board about a thank you letter from a resident who praised the department for going above and beyond to help them with an issue; (3) Chief explained that the following policies are currently in process: Mutual Aid Agreement; Care, Custody and Control of Prisoners; Arrest Procedures; and Code of Conduct.

H. Zoning/Code Enforcement Officer – Monthly zoning/code report reviewed.

I. EMS report – May and June monthly reports reviewed.

J. Fire Department – Monthly report reviewed.

K. Parks and Recreation – (1) June request list discussed. Road Foreman McGowan explained that the new John Burdy Park Sign has a new color for review and approval. The Board requested Parks and Recreation Committee to provide feedback about sign color.

L. Planning Commission Minutes – Draft minutes reviewed.

M. Water/Sewer Reports – Water Authority minutes for June 2, 2021 and June 23, 2021 reviewed. No Sewer Authority minutes provided.

N. Engineer's Report – Monthly report reviewed. Township Engineer Eric McCracken informed the Board about an upcoming preconstruction meeting for street work.

O. Solicitor's Report – Township Solicitor Brown provided the Board with a Legislative Update. Effective the end of August 2021, meeting agendas will have a 24-hour posting/advertising requirement.

EXECUTIVE SESSION

The Supervisors recessed into an Executive Session at 9:33PM. Chair Sandra Styer called the meeting back to order at 9:43PM stating the executive session was for legal advice.

SUPERVISORS COMMENTS

Chair Styer informed the public that the statement “Point of Order” is reserved for use by the Board of Supervisors only.

Chair Styer discussed an email complaint sent to the Board from Little Mates. The Board requested Chief to look into this matter.

ADJOURN

Jeff Vickers made a motion to adjourn the meeting. Allen Styer seconded the motion. The motion carried unanimously. The meeting adjourned at 9:44PM.

Respectfully Submitted,

JOAN A. BAIR
Administrator/Secretary