

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
BOARD OF SUPERVISORS
MEETING MINUTES
OCTOBER 26, 2021**

The Caernarvon Township Board of Supervisors held their Monthly Workshop Meeting on October 26, 2021 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA, and via Zoom, pursuant to notice according to law.

ATTENDING OFFICIALS

Sandra Styer, Chairperson; Jack Hess, Supervisor; Jeff Vickers, Supervisor; Allen Styer III, Supervisor; Paul Whiteman, Supervisor; Eric Brown, Siana Law; Paul Stolz, Chief of Police; Keith McGowan, Road Foreman; Joan Bair, Township Administrator/Secretary.

CALL TO ORDER

Chairperson Sandra Styer called the meeting to order at 7:00 PM. This was followed by the Pledge of Allegiance.

CORRESPONDENCE

State of the Environment Breakfast Invitation

COMMENTS FROM THE ASSEMBLY

No comments.

BUSINESS

- A. Act 65 Presentation – Solicitor Brown gave an overview of the recently approved Act 65 requirements for meeting agendas.
- B. Ordinances for Review/Updates:
 - (1) Ordinance 210, Keeping of Animals – Solicitor Brown summarized suggested revisions. The Board requested more time to review No action take at this time;
 - (2) Ordinance 188, Parks – Solicitor Brown summarized suggested revisions. Discussion took place regarding pets/animals, park hours, and enforcement. Supervisor Whiteman discussed challenges with permitting pets during the carnival. Solicitor Brown explained that the Ordinance can include the provision that for special events the Board reserves the right to prohibit pets/animals. Chair Styer requested that Parks and Rec Committee review proposed revisions. No action taken at this time;
 - (3) Ordinance 30, Nuisance – (a) Solicitor Brown summarized a proposed Ordinance that would repeal Ordinance 30. Discussion took place regarding weeds enforcement, street parades permits, and disorderly conduct. Chair Styer requested that Chief review the recommended revisions. No action taken at this time; (b) Fireworks Ordinance – Solicitor Brown presented a model Ordinance that complies with State Law. After discussion, Jeff Vickers made a motion to

approve advertising the Firework Ordinance as presented. Jack Hess seconded motion. Motion carried unanimously.

- C. SALDO Revisions for Approval – Solicitor Brown presented a proposed Ordinance amending Ordinance No. 108, Section 302 (Distribution of Plans and Supplementary Forms and Data). Allen Styer made a motion to approve advertising the proposed Ordinance amending Ordinance No. 108, Section 302. Paul Whiteman seconded motion. Motion carried unanimously.
- D. Rock Ridge Estimates – Sandy Styer made a motion to approve the Ribson Excavating estimate in the amount of \$5,938.00. Paul Whiteman seconded motion. Motion carried unanimously.
- E. Bridge Repair Notice – The Supervisors discussed Bridge repair notification letter dated October 21, 2021. Road Foreman McGowan discussed condition of the bridge and the overall work needed in the future. The Board acknowledged receipt of the letter and requested that the bridge inspection report be reviewed prior to determining plan of action for repair work.
- F. Maintenance Department – (1) Signer for GIS Quote: Jeff Vickers made a motion to approve Keith McGowan as signer for the ArcGIS Quote in the amount of \$1,450.08. Allen Styer seconded motion. Motion carried unanimously; (2) 20 Pennwood Drive Trees – Road Foreman McGowan explained that an existing stormwater pipe might require removal of trees. The Board requested an update at next meeting regarding the stormwater pipe.
- G. Police Department New Vehicle – Paul Whiteman made a motion to approve the 2021 Chevrolet Tahoe Fulton Bank Lease Quote, financing amount of \$39,475.00 for a 4 year term at rate of 5.54%. Allen Styer seconded motion. Motion carried unanimously. Solicitor Brown explained that a Resolution for the purchase will be ready for the Board’s approval at their next Regular public meeting.
- H. 2022 Animal Services Contract – Jeff Vickers made a motion to approve the Safety Net Sanctuary 2022 Animal Control Services Agreement. Jack Hess seconded the motion. Motion carried unanimously.
- I. Non-Uniformed Retirement Plan Update – The Supervisors approved the draft letter to be sent to the Non-Uniformed employees affected by the BB&T/Truist deposit errors. Supervisor Whiteman requested updates be sent to employees.
- J. Assistant Treasurer Appointment – Administrator Joan Bair explained that the required bond is in process, banking paperwork will be requested upon approval of bond increase.
- K. Draft 2022 Budget (Revision #3) – The Supervisors discussed raising taxes to balance the budget. Supervisor Whiteman shared his views about the projected Casino revenue. Following discussions, the Supervisors recommended the following revisions to balance the proposed budget: (1) For Police Department, cut back new hires from two (2) to one (1) Full Time Officer; (2) Add \$30,000 to the Part Time Patrol budget line item; (3) Increase annual Fire Department contribution to the requested amount of \$139,833; and (4) add good faith estimate for Casino Revenue in the amount of \$317,000.00. Chair Styer requested that the Board take action at their

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November 9th Regular Public Meeting for advertisement of the proposed balanced 2022 budget.

EXECUTIVE SESSION

Chair Styer requested an executive session to discuss personnel issues. The Board recessed for an executive session at 8:07PM.

Chair Styer called the meeting back to order at 8:20PM stating the executive session was for personnel issues.

SUPERVISORS COMMENTS

No comments.

ADJOURNMENT

Paul Whiteman made a motion to adjourn the meeting. Jack Hess seconded the motion. Motion carried unanimously. Meeting adjourned at 8:21PM.

Respectfully Submitted,

Joan A. Bair
Township Secretary