

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 3, 2022**

SPECIAL MEETING

The Caernarvon Township Board of Supervisors held a Special Meeting on January 3, 2022 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, Jr., Supervisor; Keith Fritz, Supervisor; Paul Whiteman, Sr., Supervisor; Jeff Vickers, Supervisor; Eric Brown, Siana Law, Township Solicitor; 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 7:51 PM.

COMMENTS FROM THE ASSEMBLY

No comments.

CORRESPONDENCE

No correspondence

BUSINESS

- A. Banking Authorization Approvals – (1) Paul Whiteman, Sr. made a motion to approve signing Ephrata National Bank forms for check signers. Jeff Vickers seconded motion. Motion carried unanimously; (2) Jeff Vickers made a motion to approve a bank transfer amount not to exceed \$70,000.00 from the Accrual Account to the payroll account for this week’s payroll. Keith Fritz seconded the motion. Motion carried unanimously.
- B. Rescue Funds Resolution – Jeff Vickers made a motion to address this topic at the next Regular Meeting, including the Stonehouse proposal for managing Rescue Funds. Keith Fritz seconded the motion. Motion carried unanimously.
- C. Conrad Siegel Pension Plan – The Board discussed the Pension Plan estimates and requested that Administrator Joan Bair contact Conrad Siegel to begin the process of drafting plan documents.
- D. Maintenance Department New Vehicle (Freightliner) Proposal – Paul Whiteman, Jr. made a motion to authorize Keith McGowan as signer for the 2022 Freightliner Proposal Paperwork. Keith Fritz seconded the motion. Motion carried unanimously. The Supervisors requested Administrator Joan Bair to forward financing options sheet to Treasurer for review and feedback.
- E. 2022 GM Truck Delivery Date – Solicitor Brown informed the Board that no update is available at this time.

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- F. Twin Valley Fire Department Contract – Paul Whiteman, Jr. made a motion to approve the 2022 Twin Valley Fire Department Contract as presented. Keith Fritz seconded the motion. Motion carried unanimously.
- G. Draft IOP Zoning Ordinance Amendment – Solicitor Brown summarized the draft amendment. After discussion, Jeff Vickers made a motion to forward the draft zoning amendment (Section 579.D) to Berks County Planning Commission for review comments. Keith Fritz seconded the motion. Motion carried unanimously.
- H. Planning Commission Recommendation for Planner Services – The Supervisors discussed the Planning Commission’s recommendations for assistance with land development ideas for the Airport property. Supervisor Vickers explained that the recommendation is in response to the public’s request. Paul Whiteman, Jr. made a motion to add this item to the January Workshop agenda. Paul Whiteman, Sr. seconded the motion. Motion carried unanimously.

EXECUTIVE SESSION

Solicitor Brown requested an Executive Session. The Supervisors recessed into an Executive Session at 8:31PM. Chair Styer called the meeting back to order at 8:57PM and stated that the session was for legal advice.

SUPERVISORS COMMENTS

Supervisor Vickers and Chair Styer congratulated the two new Board members on their positions.

Supervisor Paul Whiteman, Jr. looks forward to working with everyone to help bring positive changes.

Supervisor Keith Fritz also looks forward to working with everyone to help bring positive changes.

ADJOURN

Paul Whiteman, Jr. made a motion to adjourn the meeting. Keith Fritz seconded the motion. Motion carried unanimously. The meeting adjourned at 8:58PM.

Respectfully Submitted,

JOAN A. BAIR
Administrator/Secretary