

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
BOARD OF SUPERVISORS
MEETING MINUTES
MARCH 22, 2022**

The Caernarvon Township Board of Supervisors held their Monthly Workshop Meeting on March 22, 2022 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; Paul Whiteman, Jr., Supervisor; Jeff Vickers, Supervisor; Keith Fritz, Supervisor; Paul Whiteman, Sr., Supervisor; Eric Brown, Siana Law; Matt Menna, Police Department; Terry Naugle, 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. This was followed by the Pledge of Allegiance.

ZONING PUBLIC HEARING

Solicitor Eric Brown called the Public Hearing to order at 7:01PM EDT. He indicated that the hearing was for the purpose of discussing and adopting a zoning text amendment to establish an IOP Mixed Use Housing Residential Overlay Zoning District. Solicitor Brown summarized the history of the draft amendment as follows:

February 2021 Developer Berks Homes first filed the amendment with the Township;

March 2021 the Township's Planning Commission reviewed the draft amendment;

June 8, 2021 the Board of Supervisors referred the draft amendment to the County Planning Commission for review and comments;

July 2, 2021 County Planning Commission response was received;

September 21, 2021 the Township Planning Commission conducted a vote regarding a recommendation to the Board of Supervisors;

February 22, 2022 the Board of Supervisors voted to advertise the draft IOP Residential Overlay Zoning Amendment.

Solicitor Brown explained that the draft zoning amendment met advertising requirements and was made available to the public for review.

At this time the Board deliberated over the proposed amendment, and public comments were received.

Curt Wittman from Exeter inquired about the timeframe for airport tenants departure.

Terry Robinson, airport tenant, asked the Board to trust the planning process. He shared concerns about recently approved residential developments in surrounding municipalities.

Doug Thompson, non-resident, asked the Board to consider the what if's such as emergency situations and how the airport property could be utilized to supply needs. Mr. Thompson shared his support for the area's uniqueness when it comes to entrepreneurship and diversity.

James Azutor, Twin Valley resident, is opposed to the proposed residential development and the potential for increased traffic, more crime and strain on Township resources.

Tim Weaver, Terre Hill resident, shared his support for preserving the airport property.

Sheila O'Rourke, Gibbel Kraybill & Hess LLP, GKH, discussed a letter sent from her firm to the Board of Supervisors urging disapproval of the proposed Berks Homes Residential Overlay Zoning Amendment. Ms. O'Rourke discussed the importance of keeping the IOP as commercial zoning. Ms. O'Rourke introduced Tom Comitta, Comitta Associates, and discussed his qualifications as a Professional Planner. Mr. Comitta explained to the Board of Supervisors that he reviewed the proposed Berks Homes Residential Overlay Zoning Amendment and finds that the overlay supersedes rather than supplements zoning uses.

Additionally, Ms. Rourke informed the Board about a report her firm received from Professional Planner, Jerome Skrincosky, Hawk Valley Associates, regarding the proposed Berks Homes Residential Overlay Zoning Amendment. Ms. Rourke explained that Mr. Skrincosky's conclusions and recommendations included the physical impacts of residential use.

Supervisor Paul Whiteman Jr. discussed the previously proposed distribution center for the airport property and explained that there was push back by the public.

Supervisor Paul Whiteman Jr. addressed the non-residents in attendance who expressed their concerns about the proposed Residential Overlay Zoning Amendment.

Chair Styer shared her support for hiring a Professional Planner to guide the Township.

Supervisor Fritz supports making a decision at this time.

Supervisor Vickers supports hiring a Professional Planner to review the proposed Residential Overlay.

Terri Payne, 11 Welsh Lane, inquired about the urgency of making a decision at this time.

Terry Robinson, airport tenant, offered to apply funds towards the hiring of a Professional Planner.

Laura Vilaro, 13 Hunters Hill, supports the Residential Overlay.

Supervisor Paul Whiteman, Sr. supports the landowner's rights to sell property.

Chair Styer asked for the Board's decision on whether or not to take action at this time on the IOP Residential Overlay Zoning Amendment. A roll call was taken:

Jeff Vickers – NO
Paul Whiteman, Sr. – YES
Keith Fritz - YES
Paul Whiteman, Jr. - YES
Sandra Styer – NO

After discussion, Solicitor Brown closed the public hearing at 8:01PM.

Paul Whiteman Sr. made a motion to enact the Industrial Office Park (IOP) Mixed Use Housing Residential Housing Overlay District in form presented. Paul Whiteman Jr. seconded the motion. The motion passed with 3 votes in favor and 2 against.

CORRESPONDENCE

County of Berks, Municipal Government Officials Breakfast on Friday, April 29th

BUSINESS

- A. Resolution 2022-16, Attending a Public Meeting to Record Proceedings – The Supervisors requested striking item #1 and revising item #3 to designate the back and side of meeting room for location of recording devices. No action taken at this time.
- B. 15 Oxford Drive Permit Waiver Request – Easement access discussion took place. After discussion, Paul Whiteman Jr. made a motion to approve the 15 Oxford Drive Zoning Permit Waiver request subject to recorded agreement in a form acceptable to the Township. Jeff Vickers seconded the motion. Motion carried unanimously.
- C. Weeds Ordinance – The Supervisors discussed options for regulating weeds. Solicitor Brown discussed the process for repealing current weeds Ordinance and drafting a new regulation. A draft will be prepared for review at next meeting.
- D. Park Signs for Review – The Supervisors asked that the Draft Amended Parks Ordinance (#188) be reworked as follows: (1) Park hours of sunrise to sunset, with the exception of the basketball court which should remain as 7:00AM to 11:00PM daily.

At this time, the Board discussed options for displaying the Morgantown Sign at the Boston Market location within the Township's Right of Way. No action taken at this time.

- E. Zoning Hearing Board – (1) Keith Fritz made a motion to accept the resignation letter from Zoning Hearing Board Member Brian Fraley. Paul Whiteman Sr. seconded the motion. Motion carried unanimously; (2) Jeff Vickers made a motion to approve Resolution 2022-28 appointing Raymond Redner and Timothy Dutton as Regular Zoning Hearing Board members; (3a) Paul Whiteman Jr. made a motion to approve Resolution 2022-29 appointing Kimberly Long and Jessica Zeigler-Cihlar as

Alternate Zoning Hearing Board Members. Keith Fritz seconded the motion. Motion carried unanimously.

- F. Police Department – (1) Paul Whiteman Jr. made a motion to approve the Vehicle Take Home Policy for Detective Chad Eberly. Paul Whiteman Sr. seconded the motion. Motion carried unanimously; (2) Paul Whiteman Jr. made a motion to approve the presented quote for a laptop and desktop monitor for the Police Department. Keith Fritz seconded the motion. Motion carried unanimously. Additionally, the Supervisors requested a quote for a new desktop computer for the Police Department.
- G. Parks and Recreation Committee February Request List – (1) Keith Fritz made a motion approve the \$500.00 Easter event budget. Jeff Vickers seconded the motion. Motion carried unanimously; (2) Jeff Vickers made a motion to approve revising the Boy Scout Troop Carnival Facility Request Form to include carnival fireworks debris cleanup help. Keith Fritz seconded the motion. Motion carried unanimously.

Carnival contracts for approval: (1) Paul Whiteman Sr. made a motion to approve the 2022 Carnival Fireworks contract. Keith Fritz seconded the motion. Motion carried unanimously; (2) Jeff Vickers made a motion to approve the Jess Zimmerman Band contract, deposit amount of \$1,000.00. Keith Fritz seconded the motion. Motion carried unanimously; (3) Paul Whiteman Sr. made a motion to approve the JB Sound contract, deposit amount of \$1,000.00. Jeff Vickers seconded the motion. Motion carried unanimously.
- H. Fire Alarm System Agreement – No action taken at this time, still under review.
- I. Friendship Park Security Camera and Lighting System Quote – A revised quote is forthcoming, including a quote for food stands electrical wiring.
- J. Valley Ponds Drive Turf Reseeding – The Board asked Road Foreman McGowan to coordinate spreading grass seed.
- K. Payroll Transfer – Paul Whiteman Sr. made a motion to approve the \$60,000.00 payroll transfer. Keith Fritz seconded the motion. Motion carried unanimously.
- L. Administrative Assistant Job Posting – Job posting options were discussed.

EXECUTIVE SESSION

The Supervisors recessed into an Executive Session at 9:29PM. Chair Styer called the meeting back to order at 10:13PM summarizing that the session was to discuss personnel and litigation matters.

Paul Whiteman Jr. made a motion to affirm the Chief of Police recommendation for disciplinary action as outlined in the March 10, 2022 statement of disciplinary charges memorandum. Jeff Vickers seconded the motion. Motion carried unanimously.

SUPERVISORS COMMENTS

No comments.

ADJOURNMENT

Paul Whiteman Jr. made a motion to adjourn the meeting. Jeff Vickers seconded the motion. Motion carried unanimously. Meeting adjourned at 10:15PM.

Respectfully Submitted,

Joan A. Bair
Township Secretary