

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

MAY 24, 2022

The Caernarvon Township Board of Supervisors held their Monthly Workshop Meeting on May 24, 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; Keith Fritz, Supervisor; Paul Whiteman, Sr., Supervisor; Eric Brown, Siana Law; Paul Stolz, Chief of Police; Keith McGowan, Road Foreman; Joan Bair, Township Administrator/Secretary. Absent: Jeff Vickers, Supervisor.

CALL TO ORDER

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

CORRESPONDENCE

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BUSINESS

- A. Weeds Ordinance – Solicitor Brown explained that advertising requirements have been met and that once approved, this Ordinance goes into effect 5 days after passage. Paul Whiteman, Jr. made a motion to approve Weeds Ordinance as presented. Keith Fritz seconded the motion. Motion passed 3-1, Chair Styer opposed.
- B. Friendship Park Security Camera System – Road Foreman McGowan summarized Vector Security’s revised design for the Friendship Park Security Camera System. After discussion, Paul Whiteman, Sr. made a motion to approve the Vector Security Friendship Park Security Camera System quote in the amount of \$10,650.00 CoStars. Paul Whiteman, Jr. seconded the motion. Motion carried unanimously, 4-0.
- C. ID Cards Proposal – The Board concurred with option #1 design. Chief will assist with getting a draft ID for the Board’s review.
- D. EMS Personnel Changes – The Board asked the Township Administrator to print a certificate for Joe Carmen in appreciation for his dedication and service to the EMS Organization.
- E. Public Works –
 - (1) AEDs for Public Works – Paul Whiteman, Sr. made a motion to approve the V.E. Ralph & Son, Inc. CoStars quote in the amount of \$3,154.00 for two AEDs, to be installed at the Public Works Maintenance Building. Keith Fritz seconded the motion. Motion carried unanimously, 4-0;

- (2) Freightliner Financing – Paperwork in process. Road Foreman McGowan informed the Board about a Municipality interested in the 2010 Freightliner;
 - (3) Summer Help – Upon Road Foreman McGowan’s recommendation, Keith Fritz made a motion to approve hiring Cameron Whiteman, Seasonal/Mowing pay rate. Paul Whiteman, Sr. seconded the motion. Motion passed with 3 votes in favor and 1 abstained, Paul Whiteman, Jr., due to conflict of interest;
 - (4) Township Building Landscaping Quote – Paul Whiteman, Jr. made a motion to approve the TriCounty Landscape Creations, LLC quote in the amount of \$2,763.00 for the Main Front Entrance and \$546.50 for front and rear of the building. Keith Fritz seconded the motion. Motion passed, 4-0.
- F. Police Department –
- (1) Chief Stolz summarized the quotes for a new 2022 Police Interceptor Utility vehicle including warranty and upfitting. After discussion, Paul Whiteman, Jr. made a motion to approve the \$50,908.71 amount for the 2022 Police Interceptor Utility (\$37,670.00) with 5 year extended warranty (\$13,238.71), and the \$13,238.71 TRM quote for upfitting package. Keith Fritz seconded the motion. Motion passed unanimously, 4-0. In addition, Paul Whiteman, Jr. made a motion to approve Paul Stolz, Jr. as signer for the 2022 Police Interceptor purchase paperwork. Paul Whiteman, Sr., seconded the motion. Motion carried unanimously, 4-0;
 - (2) Used Equipment – Paul Whiteman, Jr. made a motion to approve advertising Car 32-7 on Municibid with a reserve price of \$20,000.00 as is. Paul Whiteman, Sr. seconded the motion. Motion carried unanimously, 4-0. Additionally, Keith Fritz made a motion to approve posting on Municibid used electronics/communications equipment currently kept in storage and not in use. Paul Whiteman, Sr. seconded the motion. Motion carried unanimously, 4-0.
- G. Fire Police Requests – (1) Paul Whiteman, Jr. made a motion to approve the June 25, 2022 Elverson Borough Fun Run/Walk Event Fire Police Request. Paul Whiteman, Sr. seconded the motion. Motion carried unanimously; (2) Paul Whiteman, Jr. made a motion to approve the June 25, 2022 Vietnam Veteran Welcome Home Celebration Escort Fire Police Request. Paul Whiteman, Sr. seconded the motion. Motion carried unanimously.
- H. Planning Commission Member Resignation – Keith Fritz made a motion to accept Brian Licitra’s resignation letter as a Planning Commission member. Paul Whiteman, Jr. seconded the motion. Motion carried unanimously, 4-0. The Supervisors requested a letter of appreciation for Mr. Licitra’s service to the Planning Commission.
- I. Carnival Transactions – Supervisor Paul Whiteman, Jr. explained that credit card readers have arrived. Road Foreman McGowan discussed staining work to be done to the stage.
- J. Quickbooks Training – Treasurer Diana Patton is offering a 2 day Quickbooks course June 14-15, 2022 to be held in the Township’s Social Hall.

- K. Payroll Week Funds Transfer – Paul Whiteman, Jr. made a motion to approve a \$55,000.00 transfer for payroll. Keith Fritz seconded the motion. Motion carried unanimously, 4-0.

EXECUTIVE SESSION

No Executive Session requested.

SUPERVISORS COMMENTS

Supervisor Paul Whiteman, Jr. informed the Board that Carnival Entertainment spaces have been filled. Openings for vendors are available.

ADJOURNMENT

Paul Whiteman, Jr. made a motion to adjourn the meeting. Keith Fritz seconded the motion. Motion carried unanimously, 4-0. Meeting adjourned at 7:41PM.

Respectfully Submitted,

Joan A. Bair
Township Secretary