

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 25, 2023**

The Caernarvon Township Board of Supervisors held their Monthly Workshop Meeting on January 25, 2023 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; 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.

COMMENTS FROM THE ASSEMBLY

No comments.

CORRESPONDENCE

**County of Berks, May 16, 2023 Municipal Primary
New Municipal Leaders Breakfast
Berks County Department of Emergency Services Training Notice
Berks County Planning Commission Notice “Capitalizing on Your Municipality’s
Opportunities”
UGI’s “Ahead of Paving Program” Letter
BARTA Transit Services Public Input Meeting Options
Barley Snyder Correspondence – Magnolia Green PRD Tentative PRD Application**

BUSINESS

- A. Skate Park Proposal– Justin and Jansen Horrocks were present to discuss options for a prefab skate park for the Board’s consideration. Solicitor Brown explained bidding requirements and recommended including the Township Engineer in the review process. The Supervisors inquired about the status of Elverson Borough’s skate park discussions. Justin and Jansen explained that discussions are still underway. The Supervisors will continue reviewing proposals. No action taken at this time.
- B. Morgantown Road Commercial Land Development Plan Decision – Solicitor Brown summarized the Decision including third party approvals, traffic signal agreement requirements, and plotted accessway per the Township’s request. Deborah Roesener, Bursich Associates, was present to discuss the project. After discussion, Keith Fritz made a motion to approve the Morgantown Road Commercial Land Development Plan

Decision as presented. Paul Whiteman, Jr. seconded the motion. Motion carried unanimously.

- C. 20 Pennwood Drive Tree Damage Update – Road Foreman McGowan requested approval to obtain surveyor services through Technicon Enterprises to identify the Township’s open space property pins.
- D. Penn National Casino Tax Assessment Appeal/Intervention – Solicitor Brown summarized the presented tax assessment appeal. The Board requested that this be further discussed during an executive session.
- E. MAA Contract for 2023 – Kim Reinard, MAA President, was present to discuss the future of the Morgantown Athletic Association. Ms. Reinard explained that a merger is in process which she foresees will be a community wide opportunity for the Twin Valley baseball, softball and little league organizations. Supervisor Paul Whiteman, Jr. has requested a meeting with MAA representatives to discuss a contract for the 2023 season.
- F. Resolution 2023-19 – Paul Whiteman, Jr. made a motion to approve Resolution 2023-19, Appropriations of Accrual Funds. Paul Whiteman, Sr. seconded the motion. Motion carried unanimously.
- G. Police Department –
 - (1) Chief requested approval to place an order for a new vehicle from New Holland Ford (CoStars). Paul Whiteman, Sr. made a motion to approve Purchase Order for a new Police Vehicle from New Holland Ford (CoStars) in the amount of \$38,932. Keith Fritz seconded the motion. Motion carried unanimously;
 - (2) Upfit Equipment: Keith Fritz made a motion to approve purchasing the upfit equipment for the new police vehicle in the amount of \$15,821.64 (CoStars vendor). Jeff Vickers seconded the motion. Motion carried unanimously;
 - (3) Authorized Signer: Paul Whiteman, Sr. made a motion to approve Chief Stolz as the authorized signer for the New Holland Ford vehicle purchase. Jeff Vickers seconded the motion. Motion carried unanimously;
 - (4) 2016 Dodge Charger Sale: Paul Whiteman, Jr. made a motion to approve advertising the 2016 Dodge Charger on Municibid, as is (less radio equipment), reserve amount of \$9,000.00. Keith Fritz seconded the motion. Motion carried unanimously;
 - (5) Chief informed the Board that he has received applications for the vacant Full Time Officer position. Jeff Vickers made a motion to approve conducting interviews for the vacant Full-Time Officer position (Officer Karpovich Vacancy). Paul Whiteman, Jr. seconded the motion. Motion carried unanimously;
 - (6) Chief informed the Board about a generous donation from a local business, and requested approval to use the funds for purchasing ballistic shields. After discussion, Jeff Vickers made a motion to approve purchasing three (3) ballistic shields in the total amount of \$4,348.77 (\$1,449.59 each). Keith Fritz seconded the motion. Motion carried unanimously.

- H. Public Works – (1) Upon Road Foreman McGowan’s recommendation, Paul Whiteman, Jr. made a motion to approve the EM Kutz utility body quote in the amount of \$11,331.00 for the K2500/3500 pickup truck. Keith Fritz seconded the motion. Motion carried unanimously; (2) The Board discussed options for truck washing best management practice, and requested that Road Foreman McGowan obtain quotes for a holding tank process; (3) Road Foreman McGowan discussed tot lots maintenance needs. The Board requested that playground equipment in disrepair be removed for safety reasons until new equipment can be installed.
- I. Village Library– Quote for new door is forthcoming.
- J. Electronic Quotes – Quotes are forthcoming.
- K. Carnival Agreement – Paul Whiteman, Sr. made a motion to approve paying a deposit in the amount of \$1,500.00 for the June 15, 2023 Carnival Entertainment by Anthony Baker, and approve Paul Whiteman, Jr. as signer for the performance agreement. Keith Fritz seconded the motion. Motion carried unanimously.
- L. Non-Uniformed Benefits Chart – Under review.

At this time, EMS Chief Welch reintroduced himself and provided an update on ambulance services. Chief Welch reported that the department is in need of financial assistance for a new ambulance.

EXECUTIVE SESSION

Chair Styer requested an Executive Session. At 8:04PM the Board recessed for an Executive Session. Chair Styer called the meeting back to order at 9:14PM indicating that the Executive Session was for personnel and litigation matters.

At this time, Paul Whiteman, Jr. made a motion for the Township to intervene in tax assessment appeal filed by the Penn National Casino (Morgantown Real Property). Keith Fritz seconded the motion. Motion carried unanimously.

SUPERVISORS COMMENTS

No Comments.

ADJOURNMENT

Paul Whiteman, Jr. made a motion to adjourn the meeting. Keith Fritz seconded the motion. Motion carried unanimously. Meeting adjourned at 9:15PM.

Respectfully Submitted,

Joan A. Bair
Township Secretary