

**CAERNARVON TOWNSHIP  
BERKS COUNTY, PA  
BOARD OF SUPERVISORS  
MEETING MINUTES  
SEPTEMBER 13, 2016**

The Caernarvon Township Board of Supervisors held their Monthly Meeting on September 13, 2016 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA, pursuant to notice according to law.

**ATTENDING OFFICIALS**

Allen Styer, III, Chairman; Jack Hess, Supervisor; Scott Moyer, Supervisor; Sandra Styer, Supervisor; Paul L. Whiteman, Jr., Supervisor; John Scalia, Chief of Police; Beckie Smith, Witman Engineers & Consultants, Engineer; Eric Brown, Siana Bellwoar McAndrew, LLP, Solicitor; John Griesemer, Treasurer; Keith McGowan, Maintenance Foreman; Randall Miller, Township Administrator/Secretary.

**CALL TO ORDER**

Chairman Allen Styer called the meeting to order at 7:30 PM. This was followed by the Pledge of Allegiance.

**COMMENTS FROM THE ASSEMBLY**

A. Caernarvon Township resident Joann Feeney asked about the vacant building at the corner of Main Street and Morgantown Road, and if any progress has been made with contacting the owner and having the property cleaned up. Additionally, Nora Filmore asked about trimming branches from hedges to allow pedestrians access to the crosswalk control button.

B. Kaushal Patel, 2 Hunter's Hill Drive in Highcroft, was here to complain about the use of Tar & Chip maintenance of the Township streets. The Supervisors noted that the maintenance is needed to keep the streets from deteriorating even further. Additionally, the costs of paving with macadam is far more expensive than tar & chip maintenance, and the Township has deficiencies with its streets that hesitate maintenance of this nature. Mr. Patel indicated he would be willing to ask the residents to pay added fees for macadam roads. Solicitor Brown noted the Township could create an assessment district for street taxation. The Supervisors took no action.

**CORRESPONDENCE**

There were no correspondence.

**MINUTES OF THE PREVIOUS MEETING**

A. Sandy Styer made a motion to accept the minutes of the August 9, 2016 Board of Supervisors Regular Meeting. Paul Whiteman seconded the motion. The motion carried unanimously.

B. Sandy Styer made a motion to accept the minutes of the August 23, 2016 Board of Supervisors Workshop Meeting. Paul Whiteman seconded the motion. The motion carried unanimously.

### **TREASURERS REPORT**

The Supervisors reviewed the Treasurer's Report for August. Sandy Styer made a motion to approve the Treasurer's monthly report for the period ending August 31, 2016. Jack Hess seconded the motion. The motion carried unanimously.

### **EXPENSE LIST**

The Supervisors reviewed the September Bill List. Paul Whiteman made a motion to ratify the paid bills and approve the bill list dated September 13, 2016 of \$91,959.74 from the General Fund; \$4,524.69 from the Street Light Fund; and \$3,030.00 from the Accrual Fund. Sandy Styer seconded the motion. The motion carried unanimously.

The Supervisors then discussed with Treasurer Jack Griesemer paying the first installment of the lease agreement for the patrol car. The payment amount would be about \$980.00. The Supervisors discussed, and on the recommendation of the Solicitor, Eric Brown, decided to table the payment of the first lease installment until all paperwork was completed.

The Supervisors also discussed disposing of the old police cruiser that was to be replaced by this purchase. Following discussion, Scott Moyer made a motion to direct Secretary Miller to advertise the sale of the used police cruiser on Municibid with a reserve price of \$2,000.00. Sandy Styer seconded the motion. The motion carried unanimously.

### **BUSINESS**

A. Secretary Miller noted a request was received for Fire Police assistance. Paul Whiteman made a motion to ratify Resolution 2016-23, authorizing the Twin Valley Fire Police to assist Saint Thomas Episcopal Church with a funeral. Sandy Styer seconded the motion. The motion carried unanimously.

B. Secretary Miller noted a request was received for Fire Police assistance. Sandy Styer made a motion to adopt Resolution 2016-24, authorizing the Twin Valley Fire Police to assist Warwick Township with the Annual Cycling Event. Paul Whiteman seconded the motion. The motion carried unanimously.

C. The Supervisors discussed Bonding the Township's Roads and reviewed a recommended change to the Fee Schedule. Sandy Styer made a motion to adopt Resolution 2016-25, amending the Fee Schedule to add a fee for application of Bonding of Township Roads. Jack Hess seconded the motion. The motion carried unanimously.

D. The Supervisors discussed the request from Anthony Cerone of XTL to support a Keystone Opportunity Zone (KOZ) for his property on Shiloh Road. Additionally, a PILOT (pay in lieu of taxes) agreement was discussed. The Supervisors took no action at this time, asking to first discuss the ramifications in executive session with the solicitor.

E. The Supervisors discussed the draft Ordinance for Bonding Township Roads with the Solicitor. During the discussion, it was noted that the weight restriction on Twin Valley road would

prevent local companies that currently traverse the Township via this road, from access. The Supervisors are not generally in favor of limiting local persons from this use. After discussions, the Supervisors chose not to adopt this Ordinance, and directed the engineer to negotiate with companies for restitution of damages due to overweight vehicles that might need to make use of the Township's roads.

## **TOWNSHIP REPORTS**

A. Administrator Randall Miller noted the 2017 Budget worksheets have been distributed.

B. The Maintenance Department Report for August was received. Additionally Foreman Keith McGowan requested a date for fall road inspection. He also discussed ongoing roadwork in the Township and repairs to the MAA ball field.

C. Supervisor Paul Whiteman asked for approval to approve the 2017 contract for entertainment. Chad Reinert of Toneslinger will again be the headliner for the Carnival. A deposit of \$200.00 is needed. Sandy Styer made a motion to approve a \$200.00 deposit to Toneslinger. Jack Hess seconded the motion. The motion carried unanimously.

D. The SEO Report for August was received.

E. The Library Report for July was received.

F. The Tax Collector's Report for August was received with \$19,011.45 still outstanding.

G. The Police report for August was received. Chief John Scalia discussed the striping of the new patrol car with the work to be done locally. He also noted that reports of speeding have prompted the Police Department to step up enforcement on Clymer Hill Road, particularly after school.

H. The Zoning and Code Enforcement Officer report for August was received. It was noted that there are Zoning Hearing Boards scheduled for September 19 and 22. Secretary Miller asked the Supervisors if they would like to go on record at the hearing. The Supervisors agreed to have the Township enter its appearance.

I. There was no Fire Company report.

J. The EMA report for August was received.

K. Secretary Miller noted that the Parks and Recreation met in August. There were no draft minutes.

L. Secretary Miller noted that the Planning Commission met in August, and their draft minutes were attached.

M. Beckie Smith, reporting for the Engineer Bill Witman, discussed his August report. She also discussed a change to traffic light timing for the light at Valley Road. Penn DOT has submitted a new Mylar for signature. Sandy Styer made a motion to approve signing the Mylar. Jack Hess seconded the motion. The motion carried unanimously. The Supervisors asked if loop repairs are covered by the annual maintenance agreement. Ms. Smith noted that these repairs are not covered by the agreement; however, the hourly rates are on the agreement.

Secretary Miller was asked about calls made for repairs to the Mill Road Culvert subsidence by the contractor. He stated the contract would not make any additional repairs.

N. Solicitor Eric Brown noted he would need an executive session.

### **EXECUTIVE SESSION**

The Supervisors recessed into Executive Session at 9:40 p.m. Chairman Allen Styer called the meeting back to order at 11:12 p.m., summarizing that the session was to discuss a personnel issue and litigation. Scott Moyer made a motion to suspend Officer Tranovich for five (5) days without pay, with Solicitor Eric Brown to provide the written notification. Sandy Styer seconded the motion. The motion carried unanimously.

### **SUPERVISORS COMMENTS**

A. The Supervisors took up issues from business discussed earlier:

1. Sandy Styer made a motion to adopt Resolution 2016-26, supporting the KOZ application for XTL, in the form submitted. Paul Whiteman seconded the motion. The motion carried unanimously.
2. Sandy Styer then made a motion to adopt the PILOT agreement with XTL, in the form submitted. Scott Moyer seconded the motion. The motion carried unanimously.

B. Secretary Miller discussed the changes to the Township's medical coverage. The Township will now have an "open enrollment" period. Paul Whiteman made a motion to amend the Township medical plan, adding an open enrollment period. Sandy Styer seconded the motion. The motion carried unanimously.

C. Roadmaster Sandy Styer asked Foreman Keith McGowan about removal of trees along Hopewell Road. He noted that would be an item for review during fall road inspection.

### **ADJOURNMENT**

Paul Whiteman made a motion to adjourn the meeting. Sandy Styer seconded the motion. The motion carried unanimously. Meeting adjourned at 11:18 p.m.

Respectfully Submitted,

Randall P. Miller  
Township Secretary