

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
BOARD OF SUPERVISORS
MEETING MINUTES
MARCH 13, 2012**

The Caernarvon Township Board of Supervisors held their Monthly Meeting on March 13, 2012 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA, pursuant to notice according to law.

ATTENDING OFFICIALS

Charles Byler, Chairman; Scott Moyer, Supervisor; Norman Rhoads, Supervisor; Allen Styer, III, Supervisor; Paul Stolz, Chief of Police; Bill Witman, Witman Engineers & Consultants, Engineer; Brett Huckabee, Hoffert, Huckabee & Weiler, Township Solicitor; Randall Miller, Township Administrator/Secretary; Thomas Hornberger, Township Maintenance.

CALL TO ORDER

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

COMMENTS FROM THE ASSEMBLY

There were no comments from those assembled.

CORRESPONDENCE

Randall Miller summarized the following agenda items of correspondence for the assembly and the members of the Board of Supervisors:

- A. A letter from MRM Trust announcing their Annual Meeting scheduled for March 30, 2012. No one is interested in attending.
- B. A letter from Pennsylvania Department of Labor & Industry (L & I) discussing the Marcellus Shale Coalition's findings.
- C. An L & I Audit, for Handicap Accessibility, was conducted in the Township. Three properties were audited, and there were some findings. One location was the Township Building, which had three minor findings. Secretary Miller contacted Watkins Architects with this information. They will work on having these findings corrected.
- D. The Service Electric rate change brochure has been sent to the Township for review. Chairman Byler asked when the current contract expires with Service Electric.

MINUTES OF THE PREVIOUS MEETING

A. Allen Styer made a motion to approve the minutes of the February 14, 2012 Board of Supervisors Regular Meeting. Scott Moyer seconded the motion. The motion carried unanimously.

B. Norman Rhoads made a motion to approve the minutes of the February 28, 2012 Board of Supervisors Workshop Meeting. Allen Styer seconded the motion. The motion carried unanimously.

TREASURERS REPORT

The Supervisors reviewed the Treasurer's Report. Allen Styer made a motion to accept the Treasurer's monthly report for the period ending February 29, 2012. Scott Moyer seconded the motion. The motion carried unanimously.

EXPENSE LIST

The Supervisors reviewed the bill list for February. A question was asked about the traffic light at Twin Valley Road. Telco was out to repair, and found an issue that is scheduled to be fixed, once parts are available. Following this review, Norman Rhoads made a motion to accept the bill list for March 13, 2012 and to pay the bills in the amount of \$56,185.78 from the General Fund; \$3,994.41 from the Street Light Fund; and \$65,172.94 from the Building Tax Fund. Allen Styer seconded the motion. The motion carried unanimously.

OLD BUSINESS

A. Engineer Bill Witman updated the Supervisors on a site meeting he had with Tom Orr. Additionally, he provided a cost estimate for installing a storm water pipe across Tom Orr's property. This cost estimate was derived from a quote provided by Tom Orr, from a local excavator. Bill would like to meet with the developer to discuss this possible solution. Allen Styer made a motion to authorize Bill Witman to meet with the developer to review this proposed solution. Scott Moyer seconded the motion. The motion carried unanimously.

B. The Generator for the Maintenance Building has been ordered.

C. Engineer Witman says he is ready to advertise for the Mill Road Culvert project. The final piece of the construction data, a water-line stub, has been worked out. The final bid package is being prepared. Allen Styer made a motion to advertise for the Bid of the work for the Mill Road Culvert, to be opened at the Regular Meeting on Tuesday, April 24, 2012. Scott Moyer seconded the motion. The motion carried unanimously.

D. Concerning the Swamp Road water issues, Bill will meet and discuss with the Maintenance Department, and the Supervisors will discuss the possible repairs at the Spring Road Inspection on Saturday March 24, 2012.

E. Chief Stolz discussed the new sign for the Township Building. Updated ideas have been proposed by several vendors; however, the costs are still higher than expected. Chief Stolz will continue to discuss ideas with these vendors, as well as invite other interested parties to quote on the sign.

F. Secretary Miller discussed the proposals received for the projector in the Social Hall. Three vendors have provided specifications and quotes to install the projector and associated equipment. The Supervisors discussed how to split the costs with the Recreation Board. It was decided to ask the Rec Board Members to split the costs, with the Rec Board paying sixty percent. The remaining forty percent will be split evenly between the Township and Police

budgets. Allen Styer made a motion to award the projector project to Vistacom for \$13,000.00, with the provision that the costs are split sixty percent to the Rec Board, twenty percent to the Township, and twenty percent to the Police. Scott Moyer seconded the motion. The motion carried unanimously.

BUSINESS

A. Secretary Randall Miller submitted a draft bid specification for Fuel and Gasoline bidding, to the Supervisors. He stated that Tom Hornberger had reviewed the draft, and made some modifications, and recommendations. Secretary Miller asked the Supervisors to review the draft. Chairman Byler asked about county-wide fuel and gasoline purchasing. Secretary Miller will call the Joint Purchasing Council and inquire about their bidding for fuel and gasoline.

B. Secretary Miller noted the spreadsheets submitted to the Supervisors for review of the Engineers. The Supervisors agreed to wait for Dorothy Regetta to return from vacation before they discuss.

TOWNSHIP REPORTS

A. The Maintenance Department Report was received. Thomas Hornberger discussed having a resolution in place, exempting CDL driving requirements for Township drivers during a declared emergency. A sample from PSATS has been provided. Allen Styer made a motion to pass Resolution 2012-12 to override CDL requirements for Township drivers during a declared emergency. Scott Moyer seconded the motion. The motion carried unanimously.

In addition, Tom asked for permission to fill the salt bin; said permission being granted. He also asked for permission to allow for tree spraying this season. Allen Styer made a motion to authorize tree spraying by Moreno at the ball fields and Morgan Circle for \$1,620.00. Scott Moyer seconded the motion. The motion carried on a vote of three in favor, none opposed with Norman Rhoads abstaining due to conflict of interest.

Tom also asked for permission to purchase a laser level. Allen Styer made a motion to authorize the purchase of a laser level for approximately \$800.00. Norman Rhoads seconded the motion. The motion carried unanimously.

Tom notified the Supervisors he would be proceeding with mowing, and will rent a boom mower. He also discussed issues with the phone, and the ability to call out from the Maintenance Shed and dial "411", "811", and "911". This problem is being addressed.

B. The SEO Report for February was received.

C. The Library Report for February was received.

D. The Tax Collector's Report for February was received.

E. Chief Stolz gave his Police Department Reports for New Morgan Borough and Caernarvon Township. In addition, he discussed a K-9 sweep of the Twin Valley High School. He noted that the New Morgan Borough Council has signed the policing protection agreement for their Borough, and he asked the Supervisors to affirm with their signature.

The Chief also met with Harmony Church to discuss issues with stop signs and clear sight lines at the intersection near the church.

F. The Zoning and Code Enforcement Officer's report for February was received.

G. There was no Fire Company Report for February.

H. Charles Byler submitted the February EMS Report.

I. Secretary Miller noted that the Parks and Recreation Board met on February 24, 2012. The Supervisors reviewed their draft minutes.

J. The Planning Commission's Plan Status Report was reviewed along with the Draft Minutes. The Supervisors also reviewed a letter from the Planning Commission noting the Planning Commission Members recommendations for Taylor Northeast Land Development Plan. The Planning Commission is recommending waivers for Preliminary Plan, and Vertical Curb, and a deferral for sidewalks. Allen Styer made a motion to grant the requests for waivers from Section 301.3 to allow a Preliminary/Final Plan submittal and Section 502.7, vertical curbs, and to allow rolled curbs, as installed; and a deferral from Section 502.15, installing sidewalk, and to add the standard Deferral comment on the plan. Norman Rhoads seconded the motion. The motion passed unanimously.

The Supervisors also discussed the Floodplain Ordinance, and Supervisor Allen Styer made a motion to advertise for a Public Hearing at the Regular Meeting on April 10, 2012. Scott Moyer seconded the motion. The motion carried unanimously.

K. Engineer Bill Witman gave his report. He noted that work has been completed at the intersection of Shiloh Road with California Road. He discussed the Morgan Way bridge repair, and recommended the Supervisors proceed with the low bidder. Allen Styer made a motion to award the bid for repair work of the Morgan Way Bridge to Berg Construction for \$32,977.00. Scott Moyer seconded the motion. The motion carried unanimously. He also noted that Road Inspection is Saturday the 24th at 8:00 am.

L. Solicitor Brett Huckabee noted that settlement for the sale of the properties at 3222 and 3226 Main Street has occurred, and that the proceeds have been deposited.

Solicitor Huckabee discussed the letter from Berks County asking for the Township to sign a Note and Agreement for the joint purchase of the new radios. He recommended the Supervisors wait until the complete dollar figures are finalized before entering into the agreement.

In addition, Solicitor Huckabee asked the Supervisors to advertise amendments to Ordinances dealing with the Friendship Fire Company #1. Since this fire company no longer exists, the Ordinances need to be amended to change the name to Twin Valley Fire Department. Allen Styer made a motion to have the Solicitor prepare and advertise amendments to affected Ordinances, substituting Twin Valley Fire Department were required. Norman seconded the motion. The motion carried unanimously.

EXECUTIVE SESSION

The Supervisors recessed for an Executive Session at 9:32pm. Chairman Byler called the meeting back to order at 9:41pm, noting that the Executive Session was to discuss bargaining with the Police Officers Association.

SUPERVISORS COMMENTS

There were no Supervisor comments.

ADJOURNMENT

Norman Rhoads made a motion to adjourn the meeting. Scott Moyer seconded the motion. The motion carried unanimously.

Respectfully Submitted,

Randall Miller,
Township Administrator/Secretary