

**CAERNARVON TOWNSHIP  
BERKS COUNTY, PA**

**BOARD OF SUPERVISORS  
WORKSHOP MEETING MINUTES**

**JANUARY 26, 2010**

The Caernarvon Township Board of Supervisors held a public workshop meeting on January 26, 2010 in the Caernarvon Township Municipal Building located at 3226 Main Street, Morgantown, PA, pursuant to notice according to law.

**ATTENDING OFFICIALS**

Lewis Gable, Chairman; Charles Byler, Supervisor; Dorothy Regetta, Supervisor; Norman Rhoads, Supervisor; Allen Styer, III, Supervisor; Randall Miller, Township Administrator/Secretary; Paul Stolz, Chief of Police; Thomas Hornberger, Maintenance Department.

**CALL TO ORDER**

Lewis Gable 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 the public at this time.

**BUSINESS**

Jeff Biehn from Watkins Architects was present to discuss the four (4) schematics which had been prepared, and to outline various ideas for the renovations. Each of the four schemes was of differing sizes, with smaller additions in the progression. In addition, he presented the Land Development Sketch Plans for each of the schemes. Mr. and Mrs. Schaefer of 4579 North Twin Valley Road, interrupted him several times with outbursts and comments.

Mr. Biehn also compared the total size of the expected building with other municipalities of similar population, indicating the proposed construction was smaller than others. He also discussed expected costs per square foot for the construction. Several questions were asked by residents including Mr. Leonard Smith, 3825 Main Street, and Mrs. Jean Peknoe, 4498 North Twin Valley Road. Their concerns included the need for a Tax Collector Office, as well as the size of the building, number of offices, and cost.

The Supervisors also had questions: utilization of space; need for continued use of the social hall; size of the building; utilization of the old kitchen area, and other areas with low overhead space; buildings structural adequacy; heating and cooling efficiencies; common shared space along with more open areas; mass casualty, and emergency management needs; and the cost of the project.

Mr. Biehn took notes on the concerns and will work to incorporate these issues into the next presentation. In addition, he will draft a scheme 'E' which will show the social room divided into office and meeting space. The Supervisors agreed that Scheme 'A' was not the best for the project; although Mrs. Peknoe urged the Supervisors to build as big as they can now to minimize the need for added construction and costs in the future.

Chief Stolz also made comments along with Secretary Miller about the needs of the Police and Township. Chief Stolz indicated that the rooms submitted for inclusion were the same as the plans drafted in 2002, for the current building, and are necessary for the Police Department to achieve accreditation. Secretary Miller noted that the intent of having a separate meeting room was to house the emergency command center if and when needed; along with the social room as a mass casualty center. He also noted that the social room could be used for additional function in the future.

The Supervisors agreed to keep Scheme 'B' and 'D' as starting designs and show changes to them, along with the previously mention Scheme 'E'; and to have another meeting at their Workshop session on February 23, 2010.

#### **OTHER BUSINESS**

Randall Miller discussed the current copier, stating the contract had expired. He recommended a Ricoh copier from Stratix Systems in Wyomissing. The costs for this copier would be a rental fee of \$167.00 month, and an annual contract of \$615.60. These rates are lower that a similar copier quoted by Fraser Advanced Information Systems. Secretary Miller noted that there would be a cost for returning the current copier to the Cannon Financial location in New Jersey.

Following this discussion, Norman Rhoads made a motion to contract with Ricoh for a copier, and with Stratix Systems for maintenance. Charles Byler seconded the motion. The motion passed unanimously.

#### **SUPERVISORS COMMENTS**

Norman Rhoads discussed the storm grates on Mill Road. Thomas Hornberger indicated the maintenance department would be working on the storm water system when weather permitted and grass growing season starts. Roseanne Thomas asked about a branch growing into the travel lanes along Mill Road. Tom indicated he would check to see if the branch is in the right-of-way, and if so, trim it.

#### **ADJOURNMENT**

Norman Rhoads made a motion to adjourn the meeting. Dorothy Regetta seconded the motion. The motion carried unanimously.

Respectfully Submitted,

Randall P. Miller,  
Township Administrator/Secretary