**REGULAR MEETING**

**CAERNARVON TOWNSHIP SUPERVISORS**

**AGENDA**

**December 4, 2023**

**PLEDGE OF ALLEGIANCE**

**INVOCATION –** Pastor Al Kimball, Brick Lane Community Church

EXECUTIVE SESSION held November 21, 2023 for personnel issues

**MINUTES –** November 6, 2023

**ADDITIONAL AGENDA ITEMS**

**VISITORS -** ELANCO Library, Susan Burke

**REPORTS:**

* **Roadmaster** – Terry Martin

Knobby Hill LCCD Inspection and parking complaints

Boot Jack Road wetland mitigation credit purchase

* **Treasurer** – Kathy Norris – Request to pay bills and approve Treasurer’s report for $171,104.70 from November 3, 2023 through December 1, 2023 from the General Fund.
* **Subdivision & Land Development**
* **Zoning Hearing Board**

Case No. 23-56. The applicant, Ben Beiler, is requesting a Special Exception per §502 of the Township Zoning Ordinance to initiate the operation of a Short-Term Rental Property at 403 Shirktown Road located in the OS/C Open Space/Conservation Zoning District in accordance with Ordinance No. 124, enacted January 16, 2023.

The Planning Commission members had no comments.

The Board of Supervisors had no additional comments.

Case No. 23-66. The applicant, Hammertown Construction, the contractor, is requesting a Dimensional Variance per §1801.2. A. to construct a proposed detached garage that is 1,800sf in size, which is 600sf larger than permitted on a 1.49-acre property located at 472 Edwards Road. The property is located in the R-1 Residential Zoning District.

The PC members have the following comments for the BOS:

\*The square footage is more than permitted, what is the hardship?

\*Storm Water needs to be addressed

\*Where does flow of runoff go?

\*Does infiltration bed interfere with secondary system

\*Check subdivision plan to confirm where replacement OLDS system is located

 The Board of Supervisors agreed with the Planning Commission members’ comments.

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**Supervisors’ Meeting Agenda**

**December 4, 2023**

Case No. 23-68. The applicant, Alvin Zook, is requesting a Dimensional Variance per §501.D(6) of the Township Zoning Ordinance to locate an Echo Housing Unit in the front yard setback in the OS/C Open Space/Conservation Zoning District. The applicant is requesting to locate a 2,400sf Accessory Storage structure in the front yard setback, which requires a

Dimensional Variance from §1801.3. A Dimensional Variance of §1801.2.C. is requested to exceed the maximum of 2,400sf of accessory building footprint area on the lot.

PC Comments:

The applicant and owner did not appear at the meeting; the members said it is difficult to make recommendations without being able to ask questions. They did discuss that the plan submitted does not show adequate information; who is the

owner of the property (application lists Jacob King assessment office lists Frank Hershey); what does the 2400’ accessory building have to do with echo housing; does the shared ROW allow for an additional dwelling. Would like more information on how the proposed buildings will be used. The accessory building is over the permitted sq, will need to show a hardship.

* **Engineer** – Vision Engineering, report submitted.

Consider the following:

1. Knobby Hill Stormwater project.
	1. Pay Estimate # 7.
	2. Certificate of Substantial Completion.
	3. Basin maintenance responsibilities.
2. Oberholtzer SW/LD Plan expiring letter of credit.
* **Planning –** Vision Engineering, report submitted

Consider the following**:**

1. Ford Lot Add On Plan (Ash Rd & Twin County Rd).
	1. Intersection Sight Distance.
	2. Relocation of Ash Road.
	3. Widening of Ash Road.
* **Sewage –** Vision Engineering, report submitted
* **CCSWA** – Bob Watts, reports submitted

2024 User Fee Schedule

Minutes – October 26, 2023

* **Host Municipal Inspector –** Sharon Krock, October 2023 report submitted
* **Planning Commission** – Wanda Good, November 20, 2023 draft minutes submitted
* **Agricultural Advisory Committee** – Bob Lauffer
* **Poole Forge –** Dawn Ekdahl, report submitted

Treasurer’s Report – October 25 – November 11, 2023

Profit & Loss as of November 21, 2023

Approved Meeting Minutes – October 17, 2023

Paymaster’s Report – October and November 2023

* **Caernarvon Historical Society –** Yvonne Styer, no report submitted.

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**Supervisors’ Meeting Agenda**

**December 4, 2023**

* **Old Elementary School Property Committee** – Yvonne Styer, no report submitted
* **Emergency Management Coordinator –** Joe Kennedy, no report submitted
* **Zoning Officer –** Robin Royer, November report submitted

2846 Main Street – Do you want Robin to issue a civil complaint?

**UNFINISHED BUSINESS**

Preliminary Budget

Review Short Term Rental Letter

**CONSIDERATION OF ADDITIONAL AGENDA ITEMS**

**NEW BUSINESS**

ELANCO Regional Comp Plan

Consider appointment of RKL, a certified public accountant to audit the accounts for fiscal year 2023.

**INFORMATIONAL ITEMS**

Caernarvon Fire Company 10-Year Budget Worksheet

Fivepointville Ambulance 2022 Year End Report

Numbers for 2023 are as follows

Total Calls - 664

Calls in Caernarvon  - 57

LCCD – Completeness Letter – Leonard Brubacher

LCCD – Daniel Smucker Stream Crossing

LCCD – Knobby Hill Development

LCCD – PennDOT Engineering – California Road

PA Department of Labor and Industry Audit Report

**CORRESPONDENCE**

Caernarvon Fire Company Thank you

**PUBLIC COMMENT**

**BOS Budget Approval Meeting scheduled for December 18, 2023 at 6:00 pm**

**BOS Re-Organization Meeting scheduled for January 2, 2024 at 7:00 pm**