

The Caernarvon Township Supervisors held their meeting on Monday, April 6, 2020 via telephone conference due to the disaster emergency declared by Governor Wolf and in consideration of the health and safety of Township residents. The meeting was called to order by Chairman, Bob Lauffer. Supervisors Terry Hartranft and Terry Martin were present. The supervisors led the meeting in the Pledge of Allegiance and an invocation was given by Bob Lauffer.

Bob Lauffer announced there was an Executive Session held on March 24 regarding litigation.

Terry Hartranft moved to approve **Resolution #2020040601**, the ASA designation of a property owned by Warren Z & Linda M Sensenig, 108.7 acres. Terry Martin seconded the motion, with all voting in favor.

Terry Hartranft moved to approve **Resolution #2020040602**, the ASA designation of a property owned by Reuben A. & Linda Mae Stoltzfus, 10 acres. Terry Martin seconded the motion, with all voting in favor.

Terry Hartranft moved to approve **Ordinance #121** to amend the Caernarvon Township Non-Uniform Pension Plan. Bob Lauffer seconded the motion. Both Terry Hartranft and Bob Lauffer were in favor. Terry Martin abstained from voting.

Terry Hartranft moved to retroactively approve **Resolution #2020031901** establishing a disaster emergency declaration for Caernarvon Township. Terry Martin seconded the motion, with all voting to approve.

Terry Hartranft moved to approve **Resolution #2020040603** to extend the period in which real estate taxes may be paid at the base rate by adopting a penalty of 0% for 2020. Terry Martin seconded the motion, with all voting to approve.

Terry Martin made a motion to approve the signing of the Joint Petition to stay 2020 Upset Tax Sales. Bob Lauffer seconded the motion, with all voting to approve.

Terry Hartranft made a motion to approve the March 2nd, 2020 meeting minutes. Terry Martin seconded the motion, with all voting to approve.

## **VISITORS –**

### **REPORTS:**

- **Road master** – Terry Martin

Terry Martin moved to accept the high bidder of the 2008 Ford F-350 that was for sale on Municibid to Neil Good, Jr, Venture Valley Holsteins, with a price of \$5,503.00. Terry Hartranft seconded the motion, with all voting in favor.

Terry Martin moved to keep the scheduled street sweeping on Wednesday April 15. The contractor requested the Township supply a letter stating that they are supporting a municipality and an essential activity. Terry Hartranft seconded the motion, with all voting to approve.

- **Treasurer** – Kathy Norris – Terry Hartranft moved to pay the bills and approve Treasurer's report for \$91,454.82 for March 2020 from the General Fund. Terry Martin seconded the motion, with all voting in favor.

- **Subdivision & Land Development**

The Lot Add-On Plan for Smucker, 2049 Turkey Hill Road, was tabled at last month's meeting and remains tabled until the May meeting.

- **Zoning Hearing Board**

NOTICE IS HEREBY GIVEN that the Caernarvon Township Zoning Hearing will hold a public hearing on April 16, 2020 at 7:00 p.m. in the Caernarvon Township Municipal Building located at 2147 Main Street/Churchtown, Narvon, PA, to consider the following application:

Case No. 20-6. Harvey Horning of 1817 Spring Hollow Road is requesting Special Exception approval in accordance with §402.O. and §2104.XX. of the Township Zoning Ordinance to operate a Butcher Shop Rural Occupation out of the first floor of the pre-existing barn on the property located in the AG Agricultural Zoning District. In addition, he is requesting a Dimensional Variance for locating the Rural Occupation with 100' of the R-1 Residential District Boundary Line per §2104.XX (9).

Zoning officer, Robin Royer, contacted Mr. Horning and asked for some more information to be included on his zoning hearing application. Mr. Horning agreed to voluntarily postpone his zoning hearing until the May 21<sup>st</sup> meeting date.

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

Valley View Road SWM Plan (Sasso). Upon inquiring recently about this project status, we found out that this plan was completed but was not formally closed out or accepted by the Township. There are items that were not addressed but the bank released the escrow funds without conferring with the Township.

The Supervisors would prefer to have a letter to go out to the Bank since they are the ones that did NOT follow the protocols in releasing the funds before checking with the Township... they do not want to cause further costs onto the property owner when the bank is the one that faltered here. The Supervisors would like John Roche and Susan Peipher to work together in getting such a letter out.

The Supervisors would like to continue to move forward and have John Roche pursue the plans for the Township Garage expansion.

The Caernarvon Township Storm Water Ordinance has language to the effect that “(507) Approval of a SWM Site Plan shall be valid for a period not to exceed three (3) years. This time period shall commence on the date that the Municipality approves the SWM Site Plan. If a Certificate of Completion as required by Section 508 of this Ordinance has not been submitted within the specified time period, then the Municipality may consider the SWM Site Plan disapproved and may revoke any and all permits issued by the municipality. SWM Site Plans that are considered disapproved by the Municipality may be resubmitted in accordance with Section 504 of this Ordinance”. As a general rule, we have never had to enforce this section of the Ordinance, but there is a plan that has been unresponsive for over four (4) years. We would like to know if the Board wants to enforce this for all projects and issue letters notifying applicants accordingly.

Terry Martin suggested that John contact the applicants to give them the opportunity to respond as to what they would like to do. Resubmit, etc. Terry Hartranft and Bob Lauffer both agreed with Terry Martin that John should contact the applicants.

Terry Martin mentioned with all the restrictions with the emergency disaster declared by Governor Wolf, that the Knobby Hill storm water project may not take place until 2021.

- **SEO** – Vision Engineering, report submitted

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- **CCSWA** – Bob Watts, report submitted
- **Host Municipal Inspector** – Sharon Krock, February 2020 report submitted
- **Planning Commission** – Wanda Good, no meeting due to lack of agenda
- **Agricultural Advisory Committee** – Bob Lauffer, no April meeting due to the emergency disaster declared by Governor Wolf
- **Poole Forge** – Dawn Ekdahl, report submitted. All events are postponed until mid-June.
- **Caernarvon Historical Society** –Yvonne Styer, report submitted.
- **Zoning Officer** – Robin Royer, no report submitted

- **UNFINISHED BUSINESS**

Whitestone Associates – Notice of Final Report Submission (Wawa)

- **NEW BUSINESS**

Due to the emergency disaster declared by Governor Wolf, the Supervisors have decided to close the Township meeting room to the public. The April zoning hearing will be held at the Township garage located at 157 Boot Jack Road with limited access to prevent the spread of the virus. All concerned parties will be heard.

The Supervisors are anticipating on delaying the April Planning Commission.

Kathy and Wanda are sending permit applications through email and regular mail to the zoning officer. John has not had a lot of site work for the sewage and can handle the storm water applications through email, working with Kathy and Wanda.

Bob Lauffer made a motion to establish the Township Employee COVID-19 Policy. Terry Hartranft seconded the motion, with all voting in favor.

Terry Martin moved to donate an additional \$5,000 to CrossNet Ministries for the food pantry. Bob Lauffer seconded the motion, with all voting to approve.

County of Berks Planning Commission – Draft Southern Berks Joint Comprehensive Plan – no comments

Caernarvon Fire Company Financial Report and 2020 Budget

Terry Martin made a motion to forego rent for Churchtown Inn on the Paymaster's House starting April 1<sup>st</sup> until the May 4<sup>th</sup> meeting, when it will be discussed again. Terry Hartranft seconded the

motion. Terry Martin stated that once the mandate is lifted, the rent shall be paid. All voted in favor.

MRM Property & Liability Trust Annual Meeting  
MRM Annual Dividends Received

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#### **CORRESPONDENCE**

1. MABA Newsletter – March 2020
2. EHBEMS – February 2020
3. ELANCO Library Update – February 2020
4. LCCD – 2449 Hammertown Road
5. LCCD – 2244 Valley View Road
6. LCCD – 6138 Division Highway
7. LCCD – 2837 Main Street
8. MRM March 2020 Trust Notes
9. MABA Newsletter – April 2020

#### **PUBLIC COMMENT**

Terry Martin thanked Brian Bauer, Deputy EMC, for all of his help during these complex times. Terry Hartranft agreed with Terry Martin. Bob Lauffer that Brian has been a Godsend and very much appreciated. Brian thanked the Supervisors and included that this is an amazing township.

With no further business, Terry Hartranft moved to adjourn the meeting. Terry Martin seconded the motion, with all voting in favor.