

**MINUTES
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
FEBRUARY 12, 2007**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on February 12, 2007. Those present were: Chairman Leo M. Levandowski, Vice-Chairman Michael P. Miller, Supervisor Charles D. Shelton, Supervisor Percy Reynolds, Supervisor Gene Turns, Treasurer Suzie Hamlin, Zoning Officer P.J. Scheese, Secretary Pat Brady and numerous guests.

The Meeting was called to order at 7:00 P.M.

The Pledge of Allegiance was led by Vice-Chairman Miller.

Chairman Levandowski stated he is turning over the Meeting to Vice-Chairman Miller.

Approve Agenda- Motion made by Supervisor Shelton seconded by Supervisor Turns to approve the agenda as presented by the Secretary.

Aye: Shelton, Turns, Levandowski, Miller, Reynolds, Turns Nay: -0-

Public Comment on Agenda- None

Executive Sessions- Vice-Chairman Miller stated there were Executive Sessions as follows:

- 1)- January 10, 2007- BOS, P.J. & Pat Re: employee meeting
- 2)- January 20, 2007 BOS & Bill Weaver Re: employee meeting
- 3)- January 23, 2007 BOS , Richard Dean & Tom Lowrey , interviews
- 4)- February 1, 2007 BOS, Richard O'Brien & Robert Eager, interviews
- 5)- February 7, 2007 BOS, P.J. & Richard O'Brien
- 6)- February 8, 2007 BOS & Winifred Sebastian, Esq. Re: Wicklow

Minutes for Approval-

- 1)- **BOS Special Meeting, December 28, 2006-** Motion made by Supervisor Shelton seconded by Chairman Levandowski to approve the Minutes as presented by the Secretary.

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

- 2)- **Organizational Meeting, January 2, 2007-** Motion made by Chairman Levandowski seconded by Supervisor Turns to approve the Minutes as presented by the Secretary.

Aye: Levandowski, Turns, Miller, Shelton, Reynolds Nay: -0-

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3)- BOS Regular Meeting, January 2, 2007- Motion made by Chairman Levandowski seconded by Supervisor Reynolds to approve the Minutes as presented by the Secretary.

Aye: Levandowski, Reynolds, Miller, Shelton, Turns Nay: -0-

4)- BOS Special Meeting, January 8, 2007- Motion made by Supervisor Turns seconded by Chairman Levandowski to approve the Minutes as presented by the Secretary.

Aye: Turns, Levandowski, Miller, Shelton, Reynolds Nay: -0-

5)- BOS Special Meeting, January 16, 2007- Motion made by Supervisor Shelton seconded by Supervisor Turns to approve the Minutes as presented by the Secretary.

Aye: Shelton, Turns, Levandowski, Miller, Reynolds Nay: -0-

Treasurer's Report- Suzie Hamlin read the report stating that East Nottingham Township's cash assets amount to \$2,580,360.69. Bills for 1/2/2007 totaling \$11,937.45 & bills for 1/16/07 totaling \$11,260.38 were presented for payment from the General Fund. Income received for January 2007 total \$121,562.30 realized from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of 1/31/07 is \$271,146.36.

Susie Hamlin requested approval to return escrow balances as follows: Hickory Hill Treatment Plant in the amount of \$500.00, Stoltzfus Tract in the amount of \$124.64 and Tom Swift in the amount \$500.00. Motion made by Chairman Levandowski seconded by Supervisor Shelton to approve returning the escrow balances as stated above.

Aye: Levandowski, Shelton, Miller, Reynolds, Turns Nay: -0-

Supervisor Shelton suggested if anyone wanted to see the bills before they were approved, it could be arranged for that to happen.

Road Report- Vice-Chairman Miller reported that there are copies of the Road Report on the back table for review.

Zoning Report- P.J. Scheese gave her report.

Welcome Committee Report- None

Police Study Committee Report- None

Comprehensive Plan Committee Report- None

Oxford Area Recreation Authority Report- Joe Bauer gave his report

Oxford Area Sewer Authority Report- Percy Reynolds gave his report

Open Space Committee Report- Clifford Lee gave his report and announced that Rick Orner is a new member of the Committee.

Historic Committee Report- None

Newsletter Committee Report- None

Old Business- None

Escrow Releases- None

Subdivisions-

*Letter of Withdrawal for Tom Swift Subdivision-

***Isaac Stoltzfus- Resolution for Sewage Facilities Planning Module-** Motion made by Supervisor Shelton seconded by Supervisor Turns for Resolution #37-2007 to send it on to DEP.

Aye: Shelton, Turns, Levandowski, Miller, Reynolds Nay: -0-

***Margaret Hart-Williamson- Resolution for Sewage Facilities Planning Module-** Motion made by Supervisor Shelton seconded by Supervisor Reynolds for Resolution #38-2007 to send it on to DEP.

Aye: Shelton, Reynolds, Levandowski, Miller, Turns Nay: -0-

***Hopewell Elementary School- Resolution for Sewage Facilities Planning Module-** Motion made by Supervisor Turns seconded by Chairman Levandowski for Resolution #39-2007 to send it on to DEP.

Aye: Turns, Levandowski, Miller, Shelton, Reynolds Nay: -0-

***E. Mitchell Delp- Resolution for Sewage Facilities Planning Module-** Motion made by Supervisor Shelton seconded by Chairman Levandowski for Resolution #40-2007 to send it on to DEP.

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

***TDT Prime Development, LP-New Preliminary Plan-** Motion made by Supervisor Reynolds seconded by Supervisor Turns to forward this on to our Engineer for comment.

Aye: Reynolds, Turns, Levandowski, Miller, Shelton Nay: -0-

Letters of Extension-

***Hopewell Elementary School-** Table until 3/12/07 BOS Meeting

***Jordan Manor(Tigue Farm)-** Motion made by Supervisor Reynolds seconded by Supervisor Shelton to grant the letter of extension expiring 5/15/07.

Aye: Reynolds, Shelton, Levandowski, Miller, Turns Nay: -0-

***Meadowview Estates-** Motion made by Supervisor Reynolds seconded by Supervisor Turns to grant the letter of extension to expire on 5/15/07.

Aye: Reynolds, Turns, Levandowski, Miller, Shelton Nay: -0-

***Margaret Hart-Williamson-** Motion made by Supervisor Shelton seconded by Chairman Levandowski to grant the letter of extension expiring 5/15/07.

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

***E. Mitchell Delp-** Motion made by Supervisor Turns seconded by Supervisor Reynolds to grant the letter of extension expiring on 5/15/07.

Aye: Turns, Reynolds, Levandowski, Miller, Shelton Nay: -0-

***Clifford Lee-** Motion made by Supervisor Shelton seconded by Supervisor Reynolds to grant the letter of extension to expire on 5/15/07.

Aye: Shelton, Reynolds, Levandowski, Miller, Turns Nay: -0-

***Cook Bros.-** Motion made by Supervisor Turns seconded by Supervisor Shelton to grant the letter of extension expiring 5/15/07.

Aye: Turns, Shelton, Levandowski, Reynolds, Miller Nay: -0-

***Elkdale Green- Preliminary Plan-** Motion made by Supervisor Shelton seconded by Supervisor Reynolds to grant the letter of extension expiring 8/15/07.

Aye: Shelton, Reynolds, Levandowski, Miller, Turns Nay: -0-

TAPE CHANGE- 7:52 P.M.

Supervisors-

A)- Amendment to I-2 District- Motion made by Supervisor Shelton seconded by Chairman Levandowski to send this to Helen Esbenshade and put it on the Work Session agenda.

Aye: Shelton, Levandowski, Miller Reynolds, Turns Nay: -0-

B)- Registration of contractors in ENT- Motion made by Supervisor Turns seconded by Chairman Levandowski to send to Helen Esbenshade to work on for Work Session.

Aye: Turns, Levandowski, Miller, Shelton, Reynolds Nay: -0-

C)- Zoning Map- Motion made by Vice-Chairman Miller seconded by Supervisor Turns to send it to Ron Ragan and have it ready for the Work Session.

Aye: Miller, Turns, Levandowski, Shelton, Reynolds Nay: -0-

D)- Adopt Resolution designating emergency response- Motion made by Supervisor Shelton seconded by Supervisor Turns to adopt Resolution #41-2007.

Aye: Shelton, Turns, Levandowski, Reynolds, Miller Nay: -0-

E)- Building Code Officer & Inspector- Motion made by Supervisor Turns seconded by Supervisor Reynolds to appoint Keystone Municipal Services.

Aye: Turns, Reynolds, Levandowski Nay: Shelton, Miller

Motion made by Chairman Levandowski seconded by Supervisor Reynolds to have Keystone Municipal Services designate the Building Code Official.

Aye: Levandowski, Reynolds, Turns

*Abstained from voting: Miller, Shelton

F)- Alternate Bldg. Code Officer & Inspector- No action taken at this time

G)- Adopt Fee Schedule- Motion made by Supervisor Turns seconded by Chairman Levandowski to meet with Richard O'Brien from Keystone Municipal Services ASAP.

Aye: Turns, Levandowski, Reynolds, Miller, Shelton Nay: -0-

H)- Alternate Zoning Officer- the BOS will check with George Guss

I)- Set wages for 2007 for the following employees:

***Road Master, Bill Weaver-** Motion made by Supervisor Shelton seconded by Supervisor Turns to give Bill Weaver a 3% raise.

Aye: Shelton, Turns, Levandowski, Reynolds, Miller Nay: -0-

***Dennis Lindsey-** Motion made by Supervisor Shelton seconded by Chairman Levandowski to give Dennis Lindsey a 2% hourly raise.

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

***Tom Elville-** Motion made by Supervisor Shelton seconded by Supervisor Turns to give Tom Elville a 2% raise.

Aye: Shelton, Turns, Levandowski, Miller, Reynolds Nay: -0-

***Roger Blevins-** Motion made by Supervisor Shelton seconded by Supervisor Reynolds to set Rogers position at \$16.00 an hour.

Aye: Shelton, Reynolds, Levandowski, Miller, Turns Nay: -0-

***Pat Brady-** Motion made by Supervisor Shelton seconded by Supervisor Reynolds to give Pat Brady a 2% hourly raise.

Aye: Shelton, Reynolds, Levandowski, Miller, Turns Nay: -0-

***10 Minute Break- 8:15 – 8:25**

***P.J. Scheese-** Motion made by Supervisor Shelton seconded by Supervisor Reynolds to give P.J. Scheese a 2% raise, salary.

Aye: Shelton, Reynolds, Levandowski, Miller, Turns Nay: -0-

***Suzie Hamlin-** Motion made by Supervisor Shelton seconded by Chairman Levandowski to give Suzie Hamlin a \$5.00 an hour increase. Hours set at 25 hours a week.

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

*Suzie Hamlin read the time card regulations

J)- Designate State Holidays for employees- Supervisor Shelton suggested that the Secretary contact Helen Esbenshade to see if it's necessary to have a Resolution to add the time card information and state holidays to the employee handbook.

The 2007 State Holidays for employees are as follows: January 1, January 15, February 19, May 28, July 4, September 3, October 8, November 12, November 22, November 23 and December 25.

K)- Designate 2 signatures on checks one being the Treasurer and any individual Supervisor- Motion made by Supervisor Turns seconded by Supervisor Reynolds to keep the same signatures on the checks, Supervisor Shelton and Chairman Levandowski.

Aye: Turns, Reynolds, Miller, Shelton, Levandowski Nay: -0-

L)- Set mileage reimbursement rate- Motion made by Supervisor Shelton seconded by Chairman Levandowski to set the mileage rate at \$.48.5 per mile.

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

M)- Check for Independence Construction- taken care of on the Bills for approval

N)- Verizon check- this was explained by Suzie Hamlin under Income

O)- Chief Administrative Officer for Pension Fund- Motion made by Supervisor Turns seconded by Chairman Levandowski to appoint Suzie Hamlin as Chief Administrative Officer for the Pension Fund.

Aye: Turns, Levandowski, Miller, Shelton, Reynolds Nay: -0-

P)- Wyatt Computers- Motion made by Chairman Levandowski seconded by Supervisor Shelton to authorize the Secretary to advertise for a web consultant.

Aye: Levandowski, Shelton, Miller, Reynolds, Turns Nay: -0-

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Motion made by Supervisor Shelton seconded by Chairman Levandowski to authorize Wyatt Computers for 100 hours and when it gets down to 10 hours Suzie is to notify the BOS.

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

TAPE CHANGE 8:50 P.M.

Q)- School Board Members- Motion made by Supervisor Shelton seconded by Chairman Levandowski to send a letter to the School Board inviting at least one and preferably two School Board Members to the Planning Commission Meetings when discussing the School .

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

R)- Toshiba Copier- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to go with Toshiba E-Studio for 39 months.

Aye: Miller, Reynolds, Levandowski, Shelton, Turns Nay: -0-

S)- Historic Ordinance- No Action Taken

T)- Open Space Ordinance- Motion made by Supervisor Shelton seconded by Chairman Levandowski to have P.J. pass this on to Helen Esbenshade and have it ready for the work session.

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

U)- TDR/Cluster Ordinance- Motion made by Supervisor Shelton seconded by Chairman Levandowski to pass this on to Helen Esbenshade and have it ready for the work session.

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

V)- Bills for Approval- Motion made by Supervisor Reynolds seconded by Chairman Levandowski to approve the Bills as presented by the Treasurer.

Aye: Reynolds, Levandowski, Shelton, Miller, Turns Nay: -0-

*John Coldiron questioned the bill for Armstrong Cable

Correspondence-

***Oxford Borough – Joint Municipal Agreement-** Motion made by Supervisor Shelton seconded by Chairman Levandowski to have Chairman Levandowski sign the Joint Municipal Agreement.

Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

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***Oxford Police Department-** Motion made by Supervisor Shelton seconded by Supervisor Reynolds to set up a meeting with the Oxford Police Department along with 2 members of the School Board.

Aye: Shelton, Reynolds, Levandowski, Miller, Turns Nay: -0-

*Letter- Winifred Sebastian, Esquire Re: Wicklow Conditional Use Hearing

*Letter- PECO- Re: Open Space

*Letter -Chester Water Authority- Re: Hydrant Installation 5th St Road Extension
Motion made by Supervisor Shelton seconded by Supervisor Reynolds to accept the contract, sign and return to Chester Water Authority.

Aye: Shelton, Reynolds, Levandowski, Miller, Turns Nay: -0-

*Letter -Chester County Voter Services- Re: Elections

*Letter- Commonwealth of Pennsylvania Re: sexual offenders

*Letter- Beth Cartwright Re: editor of Twp. Newsletter

*Letter- Armstrong Cable Re: rate adjustment

*Letter- Chester Cty. Recorder of Deeds Re: new fees

*Letter- Chester Cty. Board of Commissioners Re: landscapes

*Letter- Oxford Area Community Enhancements Re: civil war enactment

*Letter- West Pikeland Twp. Re: Township Manager

*Letter- P.J. Scheese Re: Wicklow Conditional Use Hearing PC recommendations

*Letter- PSATS News Bulletin January 2007

*Letter- Commonwealth of Pennsylvania

***TAPE CHANGE 9:40 P.M.**

Recognition of Visitors-

*John Rohrer- questioned the Board about our Emergency Preparedness Plan

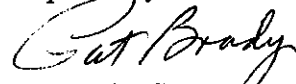
Motion made by Chairman Levandowski seconded by Supervisor Turns to put the BIG 10 written by John Rohrer on the March 2007 agenda. Also, to copy the John Rohrer file for the new Supervisors to give them all information to date.

Aye: Levandowski, Turns, Shelton, Miller, Reynolds Nay: -0-

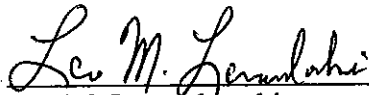
Adjournment- Motion made by Supervisor Shelton seconded by Chairman Levandowski to adjourn the meeting at 10:35 P.M..


Aye: Shelton, Levandowski, Miller, Reynolds, Turns Nay: -0-

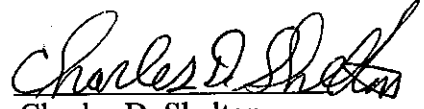
Respectfully Submitted,



Pat Brady, Secretary


ATTEST: 3/12/02 PB


Leo M. Levandowski
Chairman


Michael P. Miller
Vice-Chairman


Charles D. Shelton
Supervisor


Percy Reynolds
Supervisor


Gene Turns
Supervisor