

**AGENDA
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
NOVEMBER 13, 2007**

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approve Agenda**
- IV. Public Comment on Agenda**
- V. Executive Sessions-**
 - 1)- October 15, 2007, BOS & Winnie Sebastian regarding Walters Oxford LP**
 - 2)- October 16, 2007, BOS & P.J. regarding employee**
 - 3)- October 23, 2007, BOS & Pat regarding employee**
 - 4)- October 25, 2007, BOS & Winnie Sebastian regarding Walters Oxford LP**
 - 5)- October 29, 2007, BOS, Bill Weaver & Ron Ragan regarding red light**
- VI. Minutes for Review- copies on table for review**
 - 1)- BOS Regular Meeting, October 9, 2007**
 - 2)- BOS Public Hearing-Historic Ordinance, October 10, 2007**
 - 3)- BOS Special Meeting, October 15, 2007**
 - 4)- BOS Special Meeting-Budget Workshop, October 25, 2007**
- VII. Treasurer's Report-**
- VIII. Road Report-**
- IX. Zoning Report**
- X. Building Inspector Report**
- XI. Police Study Committee Report-**
- XII. Comprehensive Plan Committee Report-**
- XIII. Oxford Area Recreation Authority Report-**
- XIV. Oxford Area Sewer Authority Report-**

XV. Open Space Committee Report-

XVI. Historic Commission Report-

XVII. Newsletter Committee Report-

XVIII. Welcome Committee Report

XIX. Old Business

XX. Letter of Credit Releases-

- 1)- Estates at Tweed Crossing(Formerly Country Hills)- Escrow Release in the amount of \$192, 598.70**
- 2)- Meadow Creek Subdivision (Cook Brothers), Escrow Release #4 in the amount of \$115.00**
- 3)- Woods at Nottingham, Escrow Release #17 in the amount of \$498.80**
- 4)- Hopewell Ridge, Escrow Release #14 in the amount of \$1,079.35**

XXI. Subdivisions-

I. Wicklow - Preliminary Subdivision Plan

- ❖ Waiver Requests from SALDO**
 - 1. 502.12.C**
 - 2. 502.16.A**
 - 3. 506.01.B**
- ❖ Request for Preliminary Plan Approval**

II. Jordan Manor

- ❖ Request for Preliminary Plan Approval**

III. Wilson King – Land Development Plan

- ❖ Waiver Request from SALDO**
 - 1. 302.02**
- ❖ Sewage Operation and Maintenance Agreement**
 - 1. Determination of Escrow**
 - 2. Sign Operation & Maintenance Agreement**

IV. Letters of Extension

- ❖ Date specific for December 15, 2007**
 - 1. Jordan Manor (aka Tigue Farm) – Preliminary Plan**
- ❖ Date specific for February 15, 2008**
 - 1. Elkdale Green – Preliminary Plan**
 - 2. Preserve at White Oak Farm –Preliminary Plan**
 - 3. Wilson King – Preliminary LDP**

XXII. Supervisors-

- A. Set millage rate from Budget Meeting**
- B. 5th Street Fire Hydrant**
- C. Country Hills- Building Permit for Holding Tank**
- D. Temporary Home for Family Members**
- E. Donation for Ambulance**
- F. Set up Meeting with Mr. Nash & Supervisors**
- G. Null Property**
- H. Bills For Approval**

XXIII. Minutes for Approval-

- 1)- BOS Regular Meeting, October 9, 2007**
- 2)- BOS Public Hearing-Historic Ordinance, October 10, 2007**
- 3)- BOS Special Meeting, October 15, 2007**
- 4)- BOS Special Meeting-Budget Workshop, October 25, 2007**

XXIV. Correspondence-

XXV. Recognition of Visitors-

XXVI. Adjournment-

**MINUTES
BOARD OF SUPERVISORS
EAST NOTTINGHAM TOWNSHIP
REGULAR MEETING
NOVEMBER 13, 2007**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on November 13 2007. Those present were: Chairman Leo M. Levandowski, Vice-Chairman Michael P. Miller, Supervisors Percy Reynolds and Charles Shelton, Treasurer Suzie Hamlin, Zoning Officer P.J. Scheese, Secretary Pat Brady and numerous guests. Supervisor Gene Turns was unable to attend.

The Meeting was called to order at 7:03 P.M..

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

Chairman Levandowski asked to take a moment of silence for the passing of Marianne Russo.

Chairman Levandowski congratulated Dave Shelton & Mike Miller for being elected Supervisors in the November election.

Approve Agenda- Motion made by Supervisor Reynolds seconded by Vice-Chairman Miller to approve the agenda as submitted by the Secretary. Chairman Levandowski added with one change, move Road Report after Public Comment on Agenda.

Aye: 4

Nay: 0

Public Comment on Agenda- None

Road Report- Bill Weaver gave the report. Supervisor Reynolds commended Bill and the road crew for the excellent traffic control and traffic safety at the red light.

Executive Sessions- Chairman Levandowski stated the following:

- 1) October 15, 2007, BOS & Winnie Sebastian regarding Walter Oxford LP
- 2) October 16, 2007, BOS & P.J. regarding employee
- 3) October 23, 2007, BOS & Pat regarding employee
- 4) October 25, 2007, BOS & Winnie Sebastian regarding Walters Oxford LP
- 5) October 29, 2007, BOS, Bill Weaver & Ron Ragan regarding red light

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve the above Executive Sessions.

Aye: 4

Nay: 0

PAGE 2

Minutes for Review- Chairman Levandowski stated there are copies of the Minutes for Review on the table. Minutes will be approved later in the meeting to give residents time to review.

Treasurer's Report- Suzie Hamlin gave the report stating that East Nottingham's cash assets amount to \$7,036,346.28. Bills for October 2007 totaling \$120,981.95 were presented for payment from the General Fund. Income received for October 2007 totals \$142,319.62 realized from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of 10/31/07 is \$131,734.84.

Zoning Report- P.J. Scheese gave her report. Supervisor had questions about the driving report.

Building Inspector Report- Suzie Hamlin stated when she receives Charlie Shocks bill that serves as his report. Vice-Chairman Miller added regarding the Hopewell School, we are still in contact with the Architect and the School Board. We're doing a weekly time line so that if anything new happens, the Supervisors and the School Board are copied on it immediately.

Police Study Committee Report- Chairman Levandowski stated he spoke recently to one of the members and the estimate that was given as a start up cost is going to be checked and up-dated. The Committee will get back to the Supervisors with new figures.

Comprehensive Plan Committee Report- Supervisor Reynolds stated recently there was a meeting on October 24, 2007 at the Lower Oxford Building. Percy Reynolds & Janice Gavin were both present. The Committee has appointed a Chairman, Ron Kepler from Lower Oxford, a Vice-Chairman Betsy Huber from Upper Oxford and the Treasurer Ron Hershey from Oxford Borough. The lead Municipality is Oxford Borough, they have to sign paper work for the grant. Also, December 5 at 6:30 P.M., there will be a consensus building meeting at the Herr's Café in West Nottingham Township. The grant application has been approved.

Oxford Area Recreation Authority Report- Joe Bauer gave his report. The lawyer is reviewing contracts from two companies on the construction plan for Parcel 1 Phase 1.

Etha McDowell, Secretary for the OARA, represents the Borough & spoke to the Board regarding a proposed ordinance that will require active recreation area.

Oxford Area Sewer Authority- Chairman Levandowski read the report from Joe Scheese. See Attached.

Open Space Committee Report- No Report

Historic Commission Report- No Report

Newsletter Committee Report- P.J. Scheese reported they are currently working on the January issue.

Welcome Committee Report- P.J. Scheese reported they have mailed out 17 letters this past month.

Old Business- None

Letters of Credit Release-

1)- Estates at Tweed Crossing (Formerly Country Hills)- Escrow Release in the amount of \$192,598.70. Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve the escrow release in the amount of \$192,598.70.

Aye: 4

Nay: 0

2)- Meadow Creek Subdivision (Cook Brothers), Escrow Release #4 in the amount of \$115.00. Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve escrow release #4 in the amount of \$115.00.

Aye: 4

Nay: 0

3)- Woods at Nottingham, Escrow Release #17 in the amount of \$498.80. Motion made by Supervisor Reynolds seconded by Vice-Chairman Miller to approve escrow release #17 in the amount of \$498.80.

Aye: 4

Nay: 0

4)- Hopewell Ridge, Escrow Release #14 in the amount of \$1,079.35- Motion made by Supervisor Reynolds seconded by Vice-Chairman Miller to approve escrow release #14 in the amount of \$1,079.35, with clarification from Ron Ragan.

Aye: 4

Nay: 0

Tape Change 7:50 P.M.

Subdivisions-

1. Wicklow- Preliminary Subdivision Plan

• **Waiver Request from SALDO**

A. 502.12.C Motion made by Supervisor Reynolds seconded by Vice Chairman Miller to grant the waiver with final Penn Dot approval.

Aye: 4

Nay: 0

B. 502.16.A Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant the waiver with restrictions of a 70 foot minimum.

Aye: 4

Nay: 0

C. **506.01.B** Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant the waiver.

Aye: 4

Nay: 0

***Request for Preliminary Plan Approval-** Motion made by Supervisor Reynolds seconded by Vice-Chairman Miller to approve the Preliminary Plan with street lamps to be decided by the BOS in the Final Plan with Penn Dot & DEP approval & Jim Gade's letter of 10/17/07 and any other agencies approval that would be pertinent to this project.

Aye: 4

Nay: 0

2. Jordan Manor

*** Request for Preliminary Plan Approval-** Motion made by Supervisor Reynolds seconded by Vice-Chairman Miller to table this to the BOS December Regular Meeting. Also, Supervisor Reynolds requested that one other Supervisor attend the Meeting that is to be scheduled to discuss Jordan Manor.

Aye: 4

Nay: 0

3. Wilson King- Land Development Plan

*** Waiver Request from SALDO**

A. 302.02 Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant waiver 302.02

Aye: 4

Nay: 0

B. Sewage Operation & Maintenance Agreement

1. Determination of Escrow

2. Sign Operation & Maintenance Agreement

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to take no action at this time and to place this on the 11/19/07 work session agenda.

Aye: 4

Nay: 0

4. Letters of Extension

*** Date specific for December 15, 2007**

1. Jordan Manor (aka Tigue Farm) – Preliminary Plan

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant the letter of extension expiring 12/15/07

Aye: 4

Nay: 0

*** Date specific for February 15, 2008**

1. Elkdale Green- Preliminary Plan

2. Preserve at White Oak Farm- Preliminary Plan

3. Wilson King- Preliminary LDP

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant the letters of extension as stated above to expire 2/15/08.

Aye: 4

Nay: 0

Tape change- 8:39 P.M.
Break - 8:39 - 8:45 P.M.

Supervisors-

A. Set millage rate from Budget Meeting- Motion made by Supervisor Shelton seconded by Vice-Chairman Miller to keep the millage rate at 0.

Aye: 4

Nay: 0

B. 5th Street Fire Hydrant- P.J. & Suzie are going to contact the developers and get back to the Supervisors.

C. Country Hills-Building Permit for Holding Tank- It is agreed for Lake Roeder Hillard to draft an agreement and bring it back on 11/19/07 for the work session, to be presented to the Supervisors.

D. Temporary Home for Family Members- it was agreed to have P.J. talk to Winnie and have her research this. Tabled until the December Regular BOS Meeting .

E. Donation for Ambulance- Motion made by Supervisor Reynolds seconded by Supervisor Shelton to approve donating \$4,500.00 to the Union Fire Company Ambulance Division for a Hydraulic Stretcher.

Aye: 4

Nay: 0

F. Set up Meeting with Mr. Nash & Supervisors- Chairman Levandowski asked Mr. Nash, who was in the audience, when he would be available for the meeting with the Supervisors. Chairman Levandowski explained that Supervisor Gene Turns will not be available for awhile . It was agreed that the Secretary will contact Mr. Nash with some dates the Supervisors are available.

G. Null Property- Chairman Levandowski read the letter from Chester County Agricultural Land Preservation Board. Motion made by Supervisor Shelton seconded by Vice-Chairman Miller to approve joining the County on the Null Property as read and based on the survey of the property.

Aye: 4

Nay: 0

H. Bills For Approval- Suzie Hamlin stated regarding Pension Allocation Overage, requested increasing the Pension Allocation to \$2500.00 per employee so that we wouldn't be returning money to the State each year. The Supervisors will get back to Suzie.

PAGE 6

Vice-Chairman Miller questioned the Garnet Valley bill. The Supervisors asked the Secretary to set up a meeting with Garnet Valley to discuss the bill.

Supervisor Reynolds questioned the Dolinger Electric bill. Suzie explained that was at the red light.

Motion made by Supervisor Shelton seconded by Vice-Chairman Miller to approve the bills to be paid as presented by the Treasurer with the exception of the Garnet Valley bill. If Garnet Valley meets with the Supervisors before the work session on 11/19/07, then Garnet Valley can be paid that night.

Aye: 4

Nay: 0

Tape Change 9:32 P.M.

Minutes For Approval-

- 1)- BOS Regular Meeting, October 9, 2007
- 2)- BOS Public Hearing-Historic Ordinance, October 10, 2007
- 3)- BOS Special Meeting, October 15, 2007
- 4)- BOS Special Meeting-Budget Workshop, October 25, 2007

Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to approve the Minutes above. Chairman Levandowski abstained from voting on October 25th, 2007 Meeting.

Aye: 4

Nay: 0

Correspondence-

- * letter from Ron Ragan regarding Coastal Lumber
- * letter from OASA regarding Jordan Manor
- * memo from Planning Commission regarding Historic Ordinance
- * letter from Southern Chester County Emergency Medical Unit
- * Responder letter
- * letter from Jack Wuerstle regarding Jordan Manor
- * letter from Ken Milligan, Locksley Glen Homeowners Association regarding sidewalks

Chairman Levandowski discussed have a towing service at our availability. We have an agreement before us from B & M Express. Chairman Levandowski asked that we get an Insurance Card from B & M.Express.

Chairman Levandowski asked P.J. Scheese to send all letters to the Supervisors before they are sent to the residents.

Tape Change 10:20 P.M..

Recognition of Visitors-

*Joe Bauer asked about the Armstrong Cable Contract. Chairman Levandowski responded we are very close to an agreement

*John Reynolds reminded the Supervisors that 3 Supervisors need to get their emergency certifications done by 12/31/07.

*Reginald Nash explained the water running across his driveway situation . Chairman Levandowski stopped Mr. Nash and responded this will all be discussed at the meeting which is going to be set up with the Supervisors and Mr. Nash.

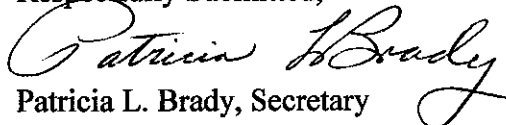
Adjournment- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to adjourn the meeting at 10:38 P.M..


Aye: 4


Nash: 0

ATTEST: 12/10/07

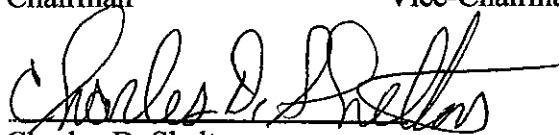
Respectfully Submitted,


Patricia L. Brady, Secretary


Leo M. Levandowski
Chairman


Michael P. Miller
Vice-Chairman

Percy Reynolds
Supervisor


Charles D. Shelton
Supervisor

East Nottingham Township

Bills for Approval

November 13, 2007

Date	Number	Payee	Description	Payment
11/13/2007	7234	Alger Oil, Inc	diesel	1,185.09
11/13/2007	7235	Aramark	uniforms	463.10
11/13/2007	7236	Cameron's Inc.	supplies/grass seed	496.68
11/13/2007	7237	Country Signs	magnetic signs	129.98
11/13/2007	7238	Cumberland Truck	parts	240.54
11/13/2007	7239	Farm Plan	parts	88.23
11/13/2007	7240	Garnett Valley Contracting, Inc.	Application 10 red light	130,307.48
11/13/2007	7241	Independence Construction Materials	3A modified	1,085.04
11/13/2007	7242	Lawson Products, Inc.	supplies/grass seed	194.48
11/13/2007	7243	Long's Asphalt, Inc.	Waterway/equip rental/Oaks	40,742.50
11/13/2007	7244	Mt. Rocky Trucking	truck inspections	104.75
11/13/2007	7245	Oxford Auto Parts	parts	108.26
11/13/2007	7246	Penn Container	trash day 10/19&10/20	1,870.00
11/13/2007	7247	Pennsylvania One Call System, Inc.	communication	70.20
11/13/2007	7248	Rob Roy Farm	straw	371.00
11/13/2007	7249	Royal Chemical	truck wash	338.82
11/13/2007	7250	Tractor Supply Co.	supplies	191.03
11/13/2007	7251	TRI Supply & Equipment	stump grinder/erosion control	345.00
11/13/2007	7252	US Municipal Supply, Inc.	signs	126.23
11/13/2007	7253	Accent Printing & Graphics	newsletter	1,013.20
11/13/2007	7254	AD PRO, Inc.	advertising	115.00
11/13/2007	7255	Allied Waste Services #319	trash removal	63.33
11/13/2007	7256	Armstrong One Wire	internet	39.95
11/13/2007	7257	Brutscher, Foley, Milliner & Land, LLP	zoning hearing	1,048.82
11/13/2007	7258	CCSIGA	secretary dues	50.00
11/13/2007	7259	Chester Water Authority	fire hydrant	544.50
11/13/2007	7260	Chill's Inspection Services	building inspector	726.72
11/13/2007	7261	Cohen Telecommunications Law Group	cable franchise renewal	112.00
11/13/2007	7262	Commonwealth of Penn	notary filing	40.00
11/13/2007	7263	Companion Life Insurance Company	life insurance	405.00
11/13/2007	7264	Conrad O'Brien Gellman & Rohn, P.C.	solicitor	3,757.50
11/13/2007	7265	Crystal Springs	water	81.90
11/13/2007	7266	Daily Local News	advertising	834.96
11/13/2007	7267	Dolinger Electric	broken wire	341.20
11/13/2007	7268	Ehrlich	pest control	69.00
11/13/2007	7269	Environmental Management Center	historical comm plotting	90.00
11/13/2007	7270	H.A. Berkheimer	commission EIT	781.67
11/13/2007	7271	H.A. Thomson Co.	treasurer bond	2,948.00
11/13/2007	7272	International Code Council, INC	app for plan exam	13.66
11/13/2007	7273	International Code Council, INC	governmental member dues	100.00
11/13/2007	7274	John F. Forlino II	lettering new truck	165.00
11/13/2007	7275	Karasch & Associates	zoning hearing recorder	230.80
11/13/2007	7276	Ledger Newspapers	advertising	54.45
11/13/2007	7277	MMPMET	health insurance	3,125.55
11/13/2007	7278	National Notary Association	yr membership PJ	52.00
11/13/2007	7279	Office Basics, Inc.	supplies	183.95
11/13/2007	7280	Office Depot	supplies	197.58
11/13/2007	7281	PPL	gas	20.96
11/13/2007	7282	PSATS CDL PROGRAM	random drug test	60.00
11/13/2007	7283	Ragan Engineering	engineer fees	4,119.50
11/13/2007	7284	Specialized Storage System, Inc	hanger filing for plans	1,898.00
11/13/2007	7285	Toshiba Business Solution	maintenance contract	216.09
11/13/2007	7286	Pat Brady	mileage-computer course	96.03
11/13/2007	7287	Ralph Denlinger	historical comm supplies	256.90

**East Nottingham Township
Bills for Approval
November 13, 2007**

11/13/2007	7288 Hamlin, Suzanne	tax clerk/certifications	655.73
11/13/2007	7289 PJ Scheese	mileage	100.01
11/13/2007	7290 Shock, Charles C	building inspector	1,949.25
11/13/2007	7291 William C. Weaver	backhoe rental	1,200.00
11/13/2007	7292 Winifred Moran Sebastian	solicitor	855.00
11/13/2007	7293 Commonwealth of PA	pension allocation overage	3,482.66
11/13/2007	7294 OM Financial Life Insurance Company	pension contribution (Blevins)	2,000.00
11/13/2007	7295 Neighborhood Services	2007 donation	500.00
		Total:	<u>213,054.28</u>
Escrow Fund:			
11/13/2007	211 B&F Technical Code Services, Inc.	Hopewell School	500.00
11/13/2007	212 Ragan Engineering	engineer fees	57.50
		Total:	<u>557.50</u>
Open Space Fund:			
11/13/2007	136 Conrad O'Brien Gellman & Rohn, P.C.	solicitor	7,560.00
11/13/2007	137 H.A. Berkheimer	commission	741.69
11/13/2007	138 William Wood Co. Realtors	appraisal-Esh	2,500.00
		Total:	<u>10,801.69</u>
Supplemental Checks-General Fund:			
10/1/2007	7114 Nextel	cell phones	328.80
10/1/2007	7115 Peco	electric	688.45
10/1/2007	7116 Verizon	phones	592.41
10/3/2007 ACH	PA Dept of Revenue	state tax	412.45
10/4/2007	7125 Joyce Krauss	windows	90.00
10/5/2007 ACH	941 Deposit	federal tax deposit	1,655.58
10/10/2007	7175 Cash	petty cash	89.79
10/11/2007	7184 Joyce Krauss	cleaning	150.00
10/15/2007	7185 Aramark	uniforms-approved BOS 10/15	672.81
10/15/2007	7186 Chili's Inspection Services	building inspector-app BOS 10/15	1,313.20
10/16/2007 ACH	941 Deposit	federal tax deposit	2,745.60
10/16/2007	7187 Brian Hoskins Ford	Ford Truck	38,227.00
10/17/2007 Debit	Wiggins Auto Tags	tags	42.00
10/18/2007 ACH	941 Deposit	federal tax deposit	1,696.40
10/18/2007 ACH	PA Dept of Revenue	state tax	533.07
10/18/2007 ACH	HAB-EIT	3rd quarter taxes	1,245.24
10/18/2007	7197 PSATS-UC Group Trust	3rd quarter taxes	372.00
10/18/2007	7199 PA UC FUND	3rd quarter taxes	75.64
10/22/2007	7200 U.S. Postal Service	postage	41.00
10/23/2007	7201 Cash	petty cash	94.37
10/25/2007	7210 Joyce Krauss	cleaning	150.00
10/27/2007 ACH	941 Deposit	federal tax deposit	2,063.16
10/28/2007	7211 Aflac	employee paid health insurance	292.88
			<u>53,571.85</u>
Supplemental Checks-Escrow Fund:			
10/12/2007	209 B.K.Campbell	Lapp return escrow	17.50
10/12/2007	210 B.K.Campbell	Lapp return escrow	1,916.65
		Total:	<u>1,934.15</u>
Supplemental Checks-Open Space			
10/25/2007 ACH	Commerse Bank	interest/ finance charges	16,370.00