

**AGENDA
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
DECEMBER 8, 2008**

PUBLIC HEARING 7:30 P.M. Daniel M. Stoltzfus & Mary Ann Stoltzfus
PUBLIC HEARING 8:00 P.M. Rick L. Leibold

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approve Agenda**
- IV. Public Comment on Agenda**
- V. Executive Sessions-**
 - 1)- November 11, 2008- BOS & Joel Brown Re: TDR's for Commercial Property**
 - 2)- November 25, 2008- BOS, PJ & Jim Marks Re: Cameron's**
 - 3)- December 4, 2008- BOS, PJ, Frank Lobb & Pat Re: Cameron's**
 - 4)- December 4, 2008- BOS, PJ & Pat Re: Pre-Bos Meeting**
 - 5)- December 8, 2008-BOS, PJ, Gene Twardowski Re: Codification**
- VI. Minutes for Review- copies on table for review**
 - 1)- Regular Meeting, November 10, 2008**
 - 2)- Special Meeting, November 17, 2008**
- VII. Treasurer's Report-**
- VIII. Road Report-**
- IX. Zoning Report-**
- X. Building Inspector Report-**
- XI. Comprehensive Plan Committee Report-**
- XII. Oxford Area Recreation Authority Report-**
- XIII. Oxford Area Sewer Authority Report-**

XIV. Open Space Committee Report-

XV. Historic Commission Report-

XVI. Newsletter Committee Report-

XVII. Welcome Committee Report-

XVIII. Letter of Credit Releases-

- 1)- Hopewell Ridge, release #20 for \$506.80
- 2)- Woods at Nottingham, release #26 for \$126.70
- 3)- Century Oak, release #27 for \$126.70
- 4)- Meadow Creek(Cooks Brothers), release #8 for \$126.70

XIX. Subdivisions -

Letters of Extension

- **Date specific for March 15, 2010**
 - **Elizabeth Miller – Preliminary Subdivision Plan**
 - **Reserves of Dunlap – Preliminary Subdivision Plan**
 - **Andy King Tract – Minor Subdivision Plan**
 - **Timothy Bishop – Minor Subdivision Plan**

XX. Supervisors-

- 1)- **Set dates & authorize advertising for Close-Out Meeting (12/29/08) , Organizational Meeting (1/5/09) & Regular Meeting (1/5/09).**
- 2)- **Adopt Resolution for 457 Plan**
- 3)- **Adopt 2009 Budget**
- 4)- **Bills for Approval**

XXI . Minutes For Approval-

- 1)- **BOS Regular Meeting, November 10, 2008**
- 2)- **BOS Special Meeting, November 17, 2008**

XXII. Correspondence-

XXIII. Recognition of Visitors-

XXIV. Adjournment-

**MINUTES
BOARD OF SUPERVISORS
EAST NOTTINGHAM TOWNSHIP
REGULAR MEETING
DECEMBER 8, 2008**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on December 8, 2008. Those present were: Chairman Leo M. Levandowski, Vice-Chairman Michael P. Miller, Supervisor Percy Reynolds, Supervisor Charles D. Shelton, Treasurer Suzanne Hamlin, Zoning Officer P.J. Scheese, Secretary Pat Brady , Solicitor Eugene Twardowski and guests. Supervisor Gene Turns was unable to attend.

The Meeting was called to order at 7:05 P.M..

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

Chairman Levandowski announced there will be a Public Hearing at 7:30 P.M. for Daniel M.Stoltzfus and another at 8:00 P.M. for Rick Leibold.

Approve Agenda- Chairman Levandowski stated , under Subdivisions to correct date specific to read March 15, 2009 in lieu of 2010. Also, add under Subdivisions Wicklow Subdivision Final Plan Approval, extension letter to expire on 7/17/08.

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve the agenda as amended above.

Aye: 4

Nay: 0

Public Comment On Agenda- None

Executive Sessions- Chairman Levandowski read the following:

- 1)- November 11, 2008- BOS & Joel Brown Re: TDR's for Com'l Property
- 2)- November 25, 2008- BOS, PJ & Jim Marks Re: Cameron's
- 3)- December 4, 2008- BOS, PJ, Frank Lobb & Pat Re: Cameron's
- 4)- December 4, 2008- BOS, PJ & Pat Re: Pre-Bos Meeting
- 5)- December 8, 2008- BOS, PJ, Gene Twardowski Re: Codification

Minutes For Review- Chairman Levandowski stated copies of the Minutes are available on the table for review. The Minutes will be approved later in the Meeting.

Treasurer's Report- Suzie Hamlin gave the report stating that East Nottingham's cash assets amount to \$4,009,710.33. Bills for November 2008 totaling \$52,470.18 were presented for payment from the General Fund. Income received for November 2008 totals \$72,632.92 realized

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from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of 11/30/08 is \$130,302.76.

Suzie requested approval from the Board to renew the CD that comes up for renewal on 12/18/08.

Motion made by Supervisor Shelton seconded by Supervisor Reynolds to approve Suzie renewing the CD.

Aye: 4

Nay: 0

Road Report- Road Master Bill Weaver said they have been busy with the new storage building and it is now finished. Also, the salt box is full for the coming winter season.

Zoning Report- P.J. stated there are some corrections that need to be made to her report. There were 7 Residential Permits and no Commercial Building Permits. One Zoning Permit without a Bldg. Permit, one sign permit, 3 Certificates of Occupancy, one Highway Permit issued. P.J. requested that the township waive the township fees for the permit for the Wyatt Family, whose home recently burnt down. This is a hardship case. Supervisor Shelton stated when they come in, he will pay the \$4.00 fee.

Motion made by Supervisor Shelton seconded by Supervisor Reynolds to approve the township waiving township fees only, not building fees for the permits for the Wyatt Family.

Aye: 4

Nay: 0

Vice-Chairman Miller asked P.J. about Levi Stoltzfus and requested that she check back with Levi before the Holidays since they have not responded to the township .

7:30 P.M.- Regular Meeting Temporarily Adjourned to begin Public Hearings.

Motion made by Vice-Chairman Miler seconded by Supervisor Shelton to adjourn the Regular Meeting

Solicitor Eugene Twardowski will be submitting Minutes for Hearings

7:34 P.M.- Regular Meeting Resumed

Building Inspector Report- Report submitted by Charles Shock. No Comments

Comprehensive Plan Committee Report- Supervisor Reynolds reported their next meeting will be on 12/11/08 , 7:00 P.M. at the Lower Oxford Municipal Building.

Oxford Area Recreation Authority Report- Joe Bauer reported the Planning Commission reviewed the Preliminary & Final Plans. The Planning Commission requested a special meeting with the OARA developer, engineer & township engineer. They are waiting for a response from PennDOT regarding the access to Locust Street for the two driveways. Next meeting is Thursday at the Oxford Library 6:30 P.M..

Oxford Area Sewer Authority Report- Supervisor Reynolds reported at their last meeting they discussed the Act 537 Plan.

Open Space Committee Report- There is a meeting on 12/11 to meet with someone from the County and then a meeting on 12/18. The Committee is hoping to have some information by the Close-out Meeting.

Historic Commission Report- Vice-Chairman Miller stated the students are anxious to get started on the bell.

Newsletter Committee Report- No Report

Welcome Committee Report- No Report

Letter of Credit Releases- Chairman Levandowski read the following:

- 1)- Hopewell Ridge, release #20 for \$506.80
- 2)- Woods at Nottingham, release #26 for \$126.70
- 3)- Century Oak, release #27 for \$126.70
- 4)- Meadow Creek(Cooks Brothers), release #8 for \$126.70

Motion made by Chairman Levandowski seconded by Supervisor Shelton to approve the releases as read.

Aye: 4

Nay: 0

Subdivisions- Letters of Extension, Date Specific for March 15, 2009-

- Elizabeth Miller, Preliminary Subdivision Plan
- Reserves of Dunlap- Preliminary Subdivision Plan
- Andy King Tract- Minor Subdivision Plan
- Timothy Bishop- Minor Subdivision Plan

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant the Letters of Extension, Date Specific for March 15, 2009 as read:

Aye: 4

Nay: 0

- Wicklow, Final Plan Approval, Date Specific 7/17/09
Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant the Letter of Extension, Date Specific for 7/17/09

Aye: 4

Nay: 0

7:55 P.M.-Chairman Levandowski stated there will be a 5 minute break and then we will go into the 8:00 P.M. advertised Public Hearing.

8:00 P.M.- Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to adjourn the Regular Meeting and begin the Public Hearing for Rick Leibold

The Public Hearing was handed over to Solicitor Eugene Twardowski.

8:05 P.M. Regular Meeting Resumed

Tape Change- 8:05 P.M.

Supervisors-

1)- Set dates & authorize advertising for Close-Out Meeting, Organizational Meeting & Regular Meeting.

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to set the date for the Close-Out Meeting for 12/29/08 at 7:00 P.M., the Organizational Meeting for 1/5/09 at 7:00 P.M., the Regular Meeting also on 1/5/09 immediately following the Organizational Meeting. The Planning Commission Organizational Meeting will be held on Tuesday, January 6, 2009 at 7:00 P.M. and the Auditors Organizational Meeting will be held on Tuesday, January 6, 2009 at a time determined by the Auditors. Also authorizing the Secretary to advertise all of the above and to include the time for the Auditors Organizational Meeting when determined.

Aye: 4

Nay: 0

2)- Adopt Resolution for 457 Plan- Motion made by Supervisor Shelton seconded by Supervisor Reynolds to approve adopting the 457 Plan under Resolution #64-2008.

Aye: 4

Nay: 0

3)- Adopt 2009 Budget- Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to approve adopting the 2009 Budget as presented.

Aye: 4

Nay: 0

4)- Bills For Approval- Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to approve the bills to be paid as presented by the Treasurer.

Aye: 4

Nay: 0

Minutes For Approval-

1)- **BOS Regular Meeting, November 10, 2008-** Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to approve the Minutes as presented by the Secretary.

Aye: 4

Nay: 0

2)- **BOS Special Meeting, November 17, 2008-** Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to approve the Minutes as presented by the Secretary.

Aye: 3(LL, MM,DS)

Nay: 0

Correspondence-

- Community Development Brochure
- Chester County Planning Newsletter
- Letter from ENT Planning Commission Re: TDR Rights
- Notice of Continuance from Judge Farmer


Recognition of Visitors-

- Supervisor Shelton discussed the section on 472 and Little Elk Creek Road. Supervisors requested that a thank you letter be sent to Coastal Treated Products for donating the posts (40) to be used to block vehicles from driving on the area.


Adjournment- Motion made by Supervisor Shelton seconded by Supervisor Reynolds to adjourn the Meeting at 8:40 P.M..


Aye: 4


Nay: 0

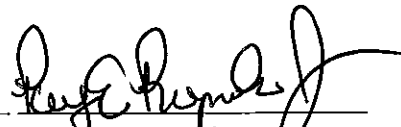
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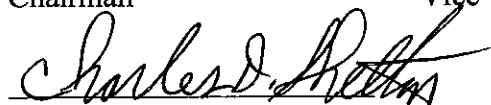
Respectfully Submitted,


Pat Brady, Secretary


Leo M. Levandowski
Chairman


Michael P. Miller
Vice-Chairman


Percy Reynolds
Supervisor


Charles D. Shelton
Supervisor

**East Nottingham Township
Bills for Approval
December 8, 2008**

Date	Number	Payee	Description	Payment
12/8/2008	8517	Alger Oil, Inc	fuel	126.03
12/8/2008	8518	Aramark	uniforms	436.36
12/8/2008	8519	Bradywine Auto Parts	parts	46.68
12/8/2008	8520	Cameron's Inc.	supplies	482.20
12/8/2008	8521	Deacon Equipment Co., Inc.	parts	267.63
12/8/2008	8522	John F. Forlino II	signs	300.00
12/8/2008	8523	Keen Compressed Gas	supplies	118.46
12/8/2008	8524	Lawson Products, Inc.	parts	535.18
12/8/2008	8525	Mt. Rocky Trucking	inspections	217.00
12/8/2008	8526	Oxford Auto Parts	parts	263.67
12/8/2008	8527	Pennsylvania One Call System, Inc.	communication	37.70
12/8/2008	8528	Tri County Electric	light installation	200.00
12/8/2008	8529	Allied Waste Services #319	trash removal	63.33
12/8/2008	8530	Armstrong One Wire	internet	39.95
12/8/2008	8531	CCATO	township official dues	220.00
12/8/2008	8532	Central Penn Gas	gas	268.87
12/8/2008	8533	Chester County SPCA	animal control	220.00
12/8/2008	8534	Chili's Inspection Services	building inspector	660.00
12/8/2008	8535	Companion Life Insurance Company	life insurance	405.00
12/8/2008	8536	Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	9,517.50
12/8/2008	8537	Daily Local News	advertising	459.48
12/8/2008	8538	H.A. Berkheimer	EIT commission	1,456.73
12/8/2008	8539	Howett's Custom Screen Printing, Inc.	shirts	269.00
12/8/2008	8540	John Reynolds	Emergency Management Fee	300.00
12/8/2008	8541	Keystone Publishers, Inc	codification 3rd payment	1,934.47
12/8/2008	8542	Ledger Newspapers	advertising	168.75
12/8/2008	8543	MMPMET	health insurance	4,479.24
12/8/2008	8544	Office Basics, Inc.	office supplies	88.50
12/8/2008	8545	PHONEAMERICA CORP	repair&service contract	605.77
12/8/2008	8546	Ragan Engineering	engineering services	1,562.80
12/8/2008	8547	Stantec Consulting Services Inc.	engineering services	1,359.70
12/8/2008	8548	Toshiba Business Solutions	maintenance agreement	216.09
12/8/2008	8549	United Inspection Agency, Inc.	building inspector	400.00
12/8/2008	8550	Wyatt Computer Services	labor	560.00
12/8/2008	8551	Hamlin, Suzanne	tax clerk	526.68
12/8/2008	8552	Levandowski, Leo M	4th quarter supervisor salary	548.62
12/8/2008	8553	Miller, Michael P	4th quarter supervisor salary	548.62
12/8/2008	8554	Reynolds, Percy E	4th quarter supervisor salary	548.62
12/8/2008	8555	Shelton, Charles D.	4th quarter supervisor salary	548.62
12/8/2008	8556	Turns (Supervisor), Gene	4th quarter supervisor salary	548.62
12/8/2008	8557	Shock, Charles C	building inspector	1,477.74
12/8/2008	8558	PJ Scheese	mileage	16.97
12/8/2008	8559	Suzanne S. Hamlin	mileage	37.11
12/8/2008	8560	William C. Weaver	back hoe rental	320.00
12/8/2008	8561	Winifred Moran Sebastian	solicitor fees	412.50
12/8/2008	8563	Gap Power Rentals	equipment	1,995.00
12/8/2008	8564	Wyatt Computer Services	new computers	4,799.55
				40,614.74

**East Nottingham Township
Bills for Approval
December 8, 2008**

Open Space Fund:

12/8/2008	170 Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	3,405.00
12/8/2008	171 H.A. Berkheimer	commission	1,443.31
			<u>4,848.31</u>

Escrow Fund:

12/8/2008	259 Ragan Engineering	engineering services	1,020.00
12/8/2008	260 Stantec Consulting Services Inc.	engineering services	2,462.00
12/8/2008	261 Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	500.00
			<u>3,982.00</u>

Supplemental Checks-Gen Fund:

11/3/2008	8413 Nextel	cell phones	369.48
11/3/2008	8414 PECO	electric	530.92
11/3/2008	8415 Verizon	phones	552.35
11/5/2008	ACH PA Dept. of Revenue	state tax deposit	544.98
11/7/2008	ACH 941 Federal Tax Deposit	federal tax deposit	1,726.06
11/7/2008	8425 ENT	open space deposit	2,514.46
11/7/2008	8426 U.S. Postal Service	postage	42.00
11/13/2008	ACH 941 Federal Tax Deposit	federal tax deposit	3,013.12
11/13/2008	8482 Joyce Krauss	cleaning	150.00
11/18/2008	ACH PA Dept. of Revenue	state tax deposit	487.00
11/18/2008	Debit Intuit	support/backup	39.00
11/18/2008	Debit Dell	supplies	58.28
11/20/2008	8491 Tri County Electric	new building-electic	3,919.53
11/21/2008	ACH 941 Federal Tax Deposit	federal tax deposit	1,643.76
11/21/2008	Debit Intuit	supplies	107.98
11/21/2008	8492 Mr. Concrete	concrete-new building	11,800.00
11/21/2008	8493 Cohen Telecommunications	cable franchise renewal	171.58
11/21/2008	8494 International Code Council	dues	100.00
11/21/2008	8495 Crystal Springs	water	98.31
11/23/2008	8496 Aflac	employee paid health insurance	292.88
11/24/2008	Debit Dell	laptop-treasurer	1,466.00
11/26/2008	ACH 941 Federal Tax Deposit	federal tax deposit	1,860.62
11/26/2008	8505 Joyce Krauss	cleaning/supplies	161.90
			<u>31,650.21</u>

Supplemental Checks-Open Space:

11/25/2008	ACH TD Bank	interest/finance charges	15,911.64
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