

**AGENDA
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
FEBRUARY 9, 2009**

***7:30 P.M. Public Hearing-Mr. & Mrs. Isaac Stoltzfus**

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approve Agenda**
- IV. Public Comment on Agenda**
- V. Executive Sessions-**
 - 1)- 1/14/09 5:00 PM, BOS Re: Personnel**
 - 2)- 1/29/09 1:00 P.M., BOS, Helen Esbenshade, Pat & PJ Re: Personnel**
 - 3)- 1/29/09 5:00 P.M., BOS, Bill Weaver & Ron Ragan Re: Road Projects**
 - 4)- 2/4/09 5:00 P.M., BOS, Helen Esbenshade, Suzie Hamlin, Charlie Shock & P.J. Re: Fee Schedule**
- VI. Minutes for Review- copies on table for review**
 - 1)- Organizational Meeting, January 5, 2009**
 - 2)- Regular Meeting, January 5, 2009**
 - 3)- Special Meeting, January 20,2009**
- 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, Escrow Release #22 for \$126.00

XIX. Subdivisions –

• Tom Swift Estates – Final Subdivision Plan – Approved by Resolution #62-2008 on March 10, 2008.

➤ Request for an extension in the time limit for having a letter of credit ready, to May 15, 2009.

• Letters of Extension – to be date specific for May 15, 2009

➤ Wilson King LDP & 2-lot Subdivision

Supervisors-

XX. 1)- Open Space Monitoring of Properties

2)- Approve Charlie Shock taking class on 3/23/09

3)- Discuss E & S Plan regarding 1000 sq. ft. minimum

4)- New Records Building

5)- Township Holiday, Presidents' Day 2/16/09

6)- Appoint Zoning Hearing Board Alternate

7)- Schedule Continuous Codification Meetings

8)- Authorize advertising of stone & road bids

9)- Bills For Approval

XXI. Minutes For Approval-

1)- Organizational Meeting, January 5, 2009

2)- Regular Meeting, January 5, 2009

4)- BOS Special Meeting, January 20, 2009

XXII. Correspondence-

XXIII. Recognition of Visitors-

XXIV. Adjournment-

**MINUTES
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
FEBRUARY 9, 2009**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on February 9, 2009. Those present were: Chairman Leo M. Levandowski, Vice-Chairman Michael P. Miller, Supervisor Percy Reynolds, Supervisor Gene Turns, Supervisor Charles D. Shelton, Solicitor Helen Esbenshade, Treasurer Suzanne Hamlin, Secretary Pat Brady, Zoning Officer P.J. Scheese and guests.

The Meeting was called to order at 7:06 P.M..

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

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

Aye: 5

Nay: 0

Public Comment On Agenda- None

Executive Sessions-

- 1)- 1/14/09 5:00 PM, BOS Re: Personnel
- 2)- 1/29/09 1:00 PM, BOS, Helen Esbenshade, Pat & PJ Re: Personnel
- 3)- 1/29/09 5:00 PM, BOS, Bill Weaver & Ron Ragan Re: Road Projects
- 4)- 2/4/09 5:00 PM, BOS, Helen Esbenshade, Suzie Hamlin, Charlie Shock & P.J. Re: Fee Schedule

Supervisor Turns stated he did not attend the Meeting on 2/4/09.

Chairman Levandowski read the above Executive Sessions.

Motion made by Supervisor Shelton seconded by Supervisor Reynolds to approve the Executive Sessions as read.

Aye: 5

Nay: 0

Minutes For Review-

- 1)- Organizational Meeting, January 5, 2009
- 2)- Regular Meeting, January 5, 2009
- 3)- Special Meeting, January 20, 2009

Chairman Levandowski read the above Minutes for review and stated the Minutes will be approved later on in the Meeting.

Treasurer's Report- Suzie Hamlin gave the report stating to add the following to Bills For Approval:

- 1)- Chili's Inspection - \$1,378.64
- 2)- Holbrook Fire- \$679.70
- 3)- PA One Call- \$35.10
- 4)- P.J. Scheese, mileage- \$25.30
- 5)- Independence- \$732.18

Revised Total- \$55,816.90- Bills were presented for payment from the General Fund.

East Nottingham's cash assets amount to \$3,685,352.14. Income received for January 2009 totals \$69,257.25 realized from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of 1/31/09 is \$127,895.39.

Road Report- Road Master Bill Weaver stated they have been very busy with taking care of the road due to the weather. Chairman Levandowski asked if they have used a lot of salt to date. Bill responded yes, so far this year we used as much as we did all last winter. We have plenty of salt to finish out this winter.

Motion made by Supervisor Turns seconded by Supervisor Reynolds to accept the Road Report as submitted.

Aye: 5

Nay: 0

Zoning Report- P.J. Scheese gave her report stating there were 5 Residential Bldg. Permits issued in January & 2 Certificates of Occupancy for a total fee income collected of \$1,522.00. Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to accept the Report as submitted.

Aye: 5

Nay: 0

Building Inspector Report- The Board read over Charlie Shock's Report with no comments. Motion made by Vice-Chairman Miler seconded by Supervisor Reynolds to accept the Report as submitted.

Aye: 5

Nay: 0

Comprehensive Plan Committee Report- Supervisor Reynolds stated the Meeting was cancelled last month due to the weather. No Report at this time.

Oxford Area Recreation Authority Report- Joe Bauer had nothing to report at this time.

Oxford Area Sewer Authority Report- Supervisor Reynolds stated they appointed the officers and everything stayed the same as last year. The 537 Plan is moving forward.

7:30 P.M. Motion made by Vice-Chairman Miller seconded by Supervisor Turns to temporarily adjourn the Regular Meeting to begin the Public Hearing as scheduled.

Aye: 5 Nay: 0

Chairman Levandowski read the advertisement from the Daily Local Newspaper regarding Mr. & Mrs. Isaac E. Stoltzfus tax parcel #69-3-62 and #69-3-62.07, over approximately 51.4 acres. Chairman Levandowski asked if anyone was here to represent Isaac E. Stoltzfus in this matter. No reply.

Motion made by Vice-Chairman Miller seconded by Supervisor Turns to close the Public Hearing at 7:40 P.M..

Aye: 5 Nay: 0

Open Regular Meeting at 7:40 P.M..

Open Space Committee Report- Supervisor Shelton requested to hold off on his report until the Supervisors section of the agenda.

Historic Commission Report- Ralph Denlinger gave his report

- Tape change 7:50 PM

Chairman Levandowski announced that we have a special guest, Derrick Maule, Troop 441 . He is attending the meeting to see how our township government works.

Newsletter Committee Report- No Report

Supervisor Turns asked the Secretary to contact Beth Cartwright from the Newsletter Committee to see if the Committee could use help from High School Special Needs students.

Welcome Committee Report- No Report

Letter of Credit Releases-

1)- Hopewell Ridge, Escrow Release #22 for \$126.00

Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to approve the release as read above.

Aye: 5 Nay: 0

Subdivisions-

- Tom Swift Estates- Final Subdivision Plan- Approved by Resolution #62-2008 on March 10, 2008.

Request for an extension in the time limit for having a letter of credit ready to May 15, 2008.

Motion made by Vice-Chairman Miler seconded by Supervisor Turns to grant the request for an extension to May 15, 2009.

Aye: 5 Nay: 0

Letters of Extension- to be date specific for May 15, 2009

- Wilson King LDP & 2 lot Subdivision

Motion made by Vice-Chairman Miller seconded by Supervisor Turns to grant the extension to expire on May 15, 2009.

Aye: 5

Nay: 0

Supervisors-

1)- Open Space Monitoring of Properties- Supervisor Shelton state the Township received 2 Reports. One from Brandywine Conservancy and the other from Lancaster Farmland Trust. Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to choose the Report from Lancaster Farmland Trust.

Supervisor Shelton requested that Suzie Hamlin take this over from here contacting Lancaster Farmland Trust and also sending a letter to Brandywine Conservancy.

Aye: 5

Nay: 0

2)- Approve Charlie Shock taking class on 3/23/09- Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to approve Charlie taking the class Combination Understanding the IBC/Test Strategies. The cost starts at \$620.00 which will be split between East & West Nottingham Townships.

Aye: 5

Nay: 0

3)- Discuss E & S Plan regarding 1000 sq. ft. minimum- Table until February Work Session

4)- New Records Building- Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to have Winnie Sebastian Esquire begin the process and get the bid information going.

5)- Township Holiday, President's Day 2/16/09- Motion made by Supervisor Shelton seconded by Supervisor Reynolds to approve all full time employees to have a paid holiday on 2/16/09.

Aye: 5

Nay: 0

6)- Appoint Zoning Hearing Board Alternate- Motion made by Supervisor Shelton seconded by Vice-Chairman Miller to appoint Roger Moran.

Aye: 5

Nay: 0

7)- Schedule Continuous Codification Meetings- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve weekly standing meetings at 6:00 P.M..

Aye: 5

Nay: 0

8)- Authorize advertising of stone & road bids- Motion made by Supervisor Shelton seconded by Supervisor Reynolds to authorize advertising of stone & road bids once Ron Ragan has amended the advertising & proposal to have an escalator clause.

Aye: 5

Nay: 0

9)- Bills For Approval- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve the Bills as amended adding Chili's Inspection for \$1,378.64, Holbrook Fire \$679.70, Pa One Call \$35.10, P.J. Scheese \$25.30 and Independence \$732.18 changing the new total to \$55,816.90.

Aye: 5

Nay: 0

Minutes For Approval-

1)- Organizational Meeting, January 5, 2009- Motion made by Vice-Chairman Miller seconded by Supervisor Turns to approve the Minutes as presented by the Secretary.

Aye: 5

Nay: 0

2)- Regular Meeting, January 5, 2009- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve the Minutes as presented by the Secretary.

Aye: 5

Nay: 0

3)- Special Meeting, January 20, 2009- Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to approve the Minutes as presented by the Secretary.

Aye: 5

Nay: 0

Correspondence-

- Email from ENT Planning Commission regarding TDR review
- CC Haz Mat Training- Motion made by Supervisor Shelton seconded by Chairman Levandowski to make it mandatory for the 4 road crew members to attend the training on 3/2/09 at East Brandywine Fire Company. The road crew members will be paid for the training and dinner is included.

Aye: 5

Nay: 0

Recognition of Visitors-

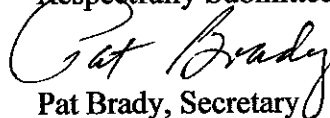
- James Spears- had questions on alternate energy, wind mills
- Pat Brady- spoke to the Supervisors about Verizon Rep. wanting to meet with BOS regarding cable presentation.

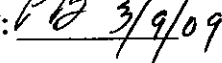
Adjournment- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to adjourn the Meeting at 9:05 P.M..

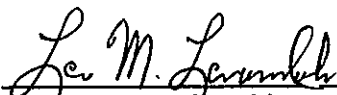
Aye: 5

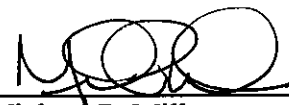
Nay: 0

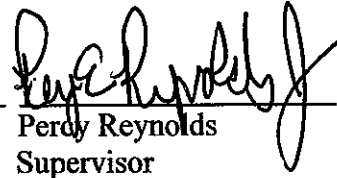
Respectfully Submitted,

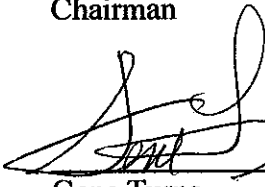

Pat Brady, Secretary

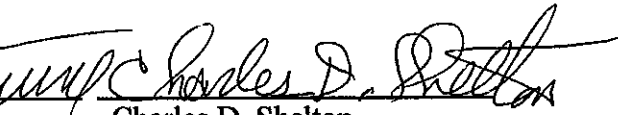
ATTEST: 


Leo M. Levandowski
Chairman


Michael P. Miller
Vice-Chairman


Percy Reynolds
Supervisor


Gene Turns
Supervisor


Charles D. Shelton
Supervisor

East Nottingham Township
Bills for Approval
February 9, 2009

Date	Number	Payee	Description	Payment
2/9/2009	8712	Alger Oil, Inc	fuel	872.89
2/9/2009	8713	Aramark	uniforms	312.11
2/9/2009	8714	Cameron's Inc.	supplies	452.43
2/9/2009	8715	Cumberland Truck	parts	59.88
2/9/2009	8716	Independence Construction Materials	rice	2,958.51
2/9/2009	8717	International Salt Co, LLC	salt	11,623.66
2/9/2009	8718	North East International Trucks	parts	7.18
2/9/2009	8719	Oxford Auto Parts	parts	1,365.11
2/9/2009	8720	Plasterer Equipment Co. Inc.	inspection	385.00
2/9/2009	8721	State Line Machine Inc.	parts	792.76
2/9/2009	8722	Tractor Supply Co.	supplies	464.26
2/9/2009	8723	Allied Waste Services #319	trash removal	63.33
2/9/2009	8724	Armstrong One Wire	internet	39.95
2/9/2009	8725	Central Penn Gas	gas	1,021.84
2/9/2009	8726	Chester County SPCA	animal control	100.00
2/9/2009	8727	Chester Water Authority	fire hydrants	11,761.20
2/9/2009	8728	Companion Life Insurance Company	life insurance	405.00
2/9/2009	8729	Conrad O'Brien Gellman & Rohn, P.C.	Keystone Publishers	870.00
2/9/2009	8730	Conrad O'Brien Gellman & Rohn, P.C.	Oppenheim	540.00
2/9/2009	8731	Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	6,165.00
2/9/2009	8732	Daily Local News	advertising	536.24
2/9/2009	8733	Ehrlich	pest control	70.00
2/9/2009	8734	H.A. Berkheimer	EIT commission	1,006.10
2/9/2009	8735	Harris	WCODE support	1,342.00
2/9/2009	8736	Hubley's Offset Printing	building inspection forms	99.00
2/9/2009	8737	MMPMET	health insurance	4,241.58
2/9/2009	8738	National Notary Association	membership renewal-PJ Scheese	21.00
2/9/2009	8739	National Notary Association	notary training/renewal	154.30
2/9/2009	8740	Office Basics, Inc.	office supplies	110.71
2/9/2009	8741	Office Depot	office supplies	134.51
2/9/2009	8742	Pa Dept of Labor & Industry	boiler inspection	81.00
2/9/2009	8743	PitneyBowes	postage	106.99
2/9/2009	8744	Ragan Engineering	engineering fees	1,532.50
2/9/2009	8745	Ralph Denlinger	historic commission	207.73
2/9/2009	8746	Summers & Zim's, Inc.	2009 service contract	283.00
2/9/2009	8747	Toshiba Business Solution STE 180	color copies	96.76
2/9/2009	8748	Toshiba Business Solutions	maintenance contract	216.09
2/9/2009	8749	United Inspection Agency, Inc.	building inspector	460.00
2/9/2009	8750	Zee Medical Service Co.	medical supplies	212.70
2/9/2009	8751	Hamlin, Suzanne	tax clerk/tax certifications	625.02
2/9/2009	8752	Shock, Charles C	building inspector	943.64
2/9/2009	8753	Winifred Moran Sebastian	solicitor fees	225.00
				52,965.98
Open Space Fund:				
2/9/2009	174	H. A. Berkheimer	commission	978.22
2/9/2009	175	Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	2,510.98
				3,489.20

East Nottingham Township
 Bills for Approval
 February 9, 2009

Supplemental Checks- Gen Fund:

1/2/2009	8621	Nextel	cell phones	211.75
1/2/2009	8622	PECO	electric	756.61
1/2/2009	8623	Verizon	phones	728.03
1/5/2009	ACH	Intuit	payroll subscription	299.00
1/6/2009	ACH	PA Dept. of Revenue	state tax deposit	366.73
1/6/2009	8637	Cedar Knoll Bldrs	return permit fees	1,438.37
1/7/2009	ACH	941 Federal Tax Deposit	federal tax deposit	1,921.58
1/7/2009	ACH	941 Federal Tax Deposit	federal tax deposit	731.54
1/8/2009	8646	Joyce Krauss	cleaning	150.00
1/12/2009	ACH	941 Federal Tax Deposit	federal tax deposit	1,656.78
1/12/2009	8647	Comptroller of Maryland	4th quarter 2008	461.80
1/13/2009	ACH	Intuit	back up/support	39.00
1/14/2009	8656	PA UC Fund	4th quarter 2008	66.00
1/14/2009	8657	PA UC Fund	4th quarter 2008	55.71
1/19/2009	ACH	941 Federal Tax Deposit	federal tax deposit	1,886.48
1/21/2009	ACH	PA Dept. of Revenue	state tax deposit	611.43
1/21/2009	8678	Aflac	employee paid health ins	292.88
1/28/2009	ACH	941 Federal Tax Deposit	federal tax deposit	1,736.50
1/29/2009	8695	Joyce Krauss	cleaning	150.00
1/30/2009	8696	HAB-EIT	2nd quarter 2008	1,283.65
1/30/2009	8697	HAB-EIT	3rd quarter 2008	1,277.14
1/30/2009	8698	HAB-EIT	4th quarter 2008	1,293.12
1/30/2009	8699	cash	petty cash	103.52
				<u>17,517.62</u>

Supplemental Checks- Open Space

1/26/2009	ACH	TD Bank	interest	15,911.64
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