

**AGENDA  
EAST NOTTINGHAM TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
SEPTEMBER 14, 2009**

**\*Public Hearing, advertised 7:00 P.M. to consider an Ordinance amending Ordinance 2008-10, requiring contractor registration**

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approve Agenda**
- IV. Public Comment on Agenda**
- V. Executive Session- None**
- VI. Minutes for Review- copies on table for review**
  - 1)- Regular Meeting, August 10, 2009**
  - 2)- Special Meeting, August 17, 2009**
  - 3)- Special Meeting, August 18, 2009**
  - 4)- Special Meeting, August 25, 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-**

**XX. Minutes For Approval-**

- 1) Regular Meeting, August 10, 2009**
- 2) Special Meeting, August 17, 2009**
- 3) Special Meeting, August 18, 2009**
- 4) Special Meeting, August 25, 2009**

**XXI. Correspondence-**

**XXII. Recognition of Visitors-**

**XXIII. Adjournment-**

**MINUTES  
EAST NOTTINGHAM TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
SEPTEMBER 14, 2009**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on September 14, 2009. Those present were Chairman Leo M. Levandowski, Vice-Chairman Michael P. Miller, Supervisor Percy Reynolds, Supervisor Gene Turns, Treasurer Suzie Hamlin, Secretary Pat Brady, Zoning Officer P.J. Scheese, Solicitor Eugene Twardowski. Supervisor Charles D. Shelton was not in attendance.

**The Meeting was called to order at 7:02 P.M..**

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to close the Regular Meeting at 7:03 P.M. and go to the scheduled Public Hearing.

Aye: 4

Nay: 0

**Chairman Leo M. Levandowski called the Public Hearing to order at 7:05 P.M.** and read the advertisement that was in the Daily Local Newspaper. Chairman Levandowski handed the Hearing over to our Solicitor Eugene Twardowski.

Solicitor Twardowski stated there are copies of the proposed ordinance on the table for review and also explained the amendment to Ordinance 2008-10 requiring contractor registration. Solicitor Twardowski asked if there were any questions , there was no reply.

Solicitor handed the Hearing back to Chairman Levandowski

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to adjourn the Hearing at 7:07 P.M.

Aye: 4

Nay: 0

7:08 P.M.. Re-open Regular Meeting

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

**Approve Agenda-** Motion made by Vice-Chairman Miller seconded by Supervisor Turns to approve the agenda as submitted by the Secretary.

Aye: 4

Nay: 0

**Public Comment On Agenda-** None

**Executive Sessions-** None

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

**Treasurer's Report-** Suzie Hamlin gave the report stating East Nottingham's cash assets amount to \$3,971,453.08. Income received for August totals \$119,231.46 realized from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of 8/31/09 is \$220,247.31

**Road Report -** The Board reviewed the Report, no comments were made.

**Zoning Report-** P.J. Scheese gave her report stating there were 8 residential permits issued, 2 commercial bldg. permits issued, 4 zoning permits w/o bldg. permits, 1 sign permit, 1 demolition permit, 11 certificates of occupancy and 2 highway permits issued. Total Fee Income collected for August was \$6,860.24.

**Building Inspector Report-** The Board reviewed Charlie Shock & Chili's Reports. No comments

**Comprehensive Plan Committee Report-** Supervisor Reynolds stated there wasn't a meeting last month and the next meeting will be on 9/23/09 at the Lower Oxford Township Building at 7:00 P.M..

**Oxford Area Recreation Report-** Joe Bauer gave the report and handed out copies of the Joint Municipal Agreement for all to review.

**Oxford Area Sewer Authority Report-** See Exhibit A

**Open Space Committee Report-** Suzie Hamlin stated the next property to be worked on will be Jonathan Lapp's Farm.

**Historic Committee Report-** No Report

**Newsletter Committee Report-** No Report

Chairman Levandowski asked the Board to approve addressing someone from the audience at this time, in lieu of at the end of the meeting, due to a young school age child with them and the meetings can run very late. Board approved.

Betty Bare, Debbie Kinney, Sheila Bare & Kevin Bare- requested that the Board discuss the letter sent to them dated 8/24/08 regarding a fence installed by their neighbor that was not constructed according to ENT Township Ordinance Section 1707. The Board decided that P.J. & Supervisor Turns will go out to visit the neighbor & try to agree on a solution.

**Letter of Credit Releases-**

- 1)- Hopewell Ridge, escrow release #28 for \$126.00
- 2)- Wiltshire, escrow release #56 for \$517.50

Motion made by Vice-Chairman Miller seconded by Supervisor Turns to approve the Letter of Credit Releases as read above.

Aye: 4

Nay: 0

Tape change 7:56 P.M.

**Subdivisions-**

**1)- Oxford Area Rec Authority-Land Development Plan-Waiver Requests from SALDO**

- 403.04.M & 506- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant waivers 403.04.M & 506 with the corrections made, as stated.

Aye: 4

Nay: 0

- 502.17.G & 502.07.A- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to take no action until the Work Session on 9/21/09 after further information is received

Aye: 4

Nay: 0

**2)- Andy King 3 Lot Tract – Minor Subdivision Plan- Waiver Requests from SALDO**

- 502.11.B 202 - Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to NOT grant waivers 502.11.B & 202 until further information is received.

Aye: 3    Nay: 0    Abstained: 1 (G. Turns)

**Extension Requests to be date specific for December 15, 2009**

- a. Liz Miller – 2003 Preliminary Subdivision Plan
- b. Meadowview Estates – Preliminary Subdivision Plan
- c. Andy King Tract – Minor Subdivision Plan
- d. Timothy Bishop – Minor Subdivision Plan
- e. Muehlmatt – Final Subdivision Plan

Motion made by Vice-Chairman Miller seconded by Supervisor Turns to grant the extension requests date specific for December 15, 2009 as read above.

Aye: 4

Nay: 0

Tape change 8:35 P.M.



**Correspondence-**

- \* letter from OA School District dated 9/8/09
- \* letter from Union Fire Co. No. 1 dated 8/28/09
- \* letter from DEP dated 9/3/09 Re: Act 537 Sewage Facilities Plan
- \* letter from PSATS dated 9/1/09
- \* flyer from U.S. Municipal Supply Re: Open House 9/24/09
- \* Pirma Update Newsletter
- \* letter from Arro dated 8/31/09
- \* email from Kim Burton dated 8/12/09 Re: brownie meetings, put on 9/21/09 agenda
- \* letter from Lower Oxford Township Re: UCC Appeals Board
- \* letter from CC Commissioners dated 8/14/09 Re: CC School of Government
- \* 3 newsletters from SSM
- \* letter from CC Health Dept. dated 8/11/09 Re: CC Solid Waste Management Plan
- \* PSATS August 2009 News Bulletin
- \* letter from Brutscher, Foley, Milliner & Land dated 8/20/09 Re: Interstate Shelter
- \* copy of article , post gazette Re: septic tank upgrade
- \* letter from PSATS Re: Journey of a Township Supervisor
- \* letter from PSATS dated 8/6/09 Re: PSATS Youth Award Contest
- \* Municipal Resource Guide from Del. Valley Regional Planning Commission
- \* letter from Joe Scheese dated 9/14/09 Re: Act 32 Countywide Tax Collection

Supervisor Reynolds advised the Board that we should put the UCC Appeals Board on the 9/21/09 Work Session agenda.

**Recognition of Visitors-**

Joe Bauer- advised the Board to read their Township News Magazine especially regarding state legislature

Pat Brady- informed the Board the Census Bureau will not be using the meeting room next week, they have cancelled.


Vice-Chairman Miller asked PJ for the Codification status.

**Adjournment** - Motion made by Supervisor Reynolds seconded by Vice-Chairman Miller to adjourn the Meeting at 9:12 P.M..

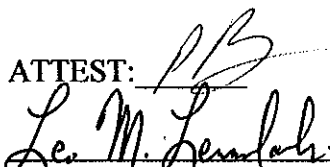
Aye: 4


Nay: 0

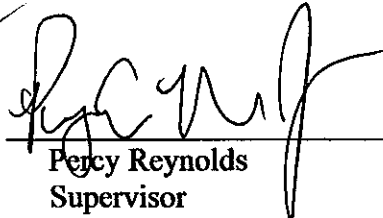
Respectfully Submitted,

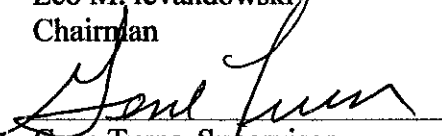
  
Pat Brady, Secretary

ATTEST:

  
Leo M. Levandowski  
Chairman

  
Michael P. Miller  
Vice-Chairman

  
Percy Reynolds  
Supervisor

  
Gene Turns, Supervisor

To: East Nottingham Board of Supervisors

From: Joe Scheese, OASA Representative

September 14, 2009

Subject: August OASA Regular Meeting

The usual business of the board was conducted at the August regular meeting.

At this time the authority is still in need of funding to complete the system expansion. The grant from PennVest has been denied. The board has authorized the executive director to apply for a low interest loan from the USDA. This loan will be used to consolidate all existing bonds and provide the funding to build the Osborn Lagoon, equip all spray fields, upgrade the treatment lagoon head works and build a mechanical treatment plant. The loan application was submitted today and the board expects to hear the results of our application in January 2010.

The board also authorized our consulting engineer to prepare the RFB on the Osborn Lagoon and prepare a study of the various types of mechanical treatment plant technologies available for the authority to utilize.

There has been some confusion on the part of some member municipalities about how the Act 537 plan is to proceed and how that will affect any schedules for projects in their respective areas. At this time, it is the intention of the board to revise the existing 537 plan and reduce it in scope and detail to that required by DEP. By doing this we protect our right to future reimbursement of expenses related to preparing the plan and greatly improve our chances for approval.

**Any developer or municipality may still submit planning modules and the authority will attach an approval letter with stipulations and limitations indicated. All known projects at this time should not see any adverse delay in the planning.**

In the very near future, the board will provide a detailed schedule to all member municipalities of the overall plans, the Act 537 plan progress and our estimated schedule for work on the system expansion. By going with the loan option, the authority is not subject to any conditions or limitation by third parties. The board feels, assuming we receive the USDA loan, we can complete this work quicker than any other option that maybe available.

Respectfully,

Joe Scheese



**East Nottingham Township  
Bills for Approval  
September 14, 2009**

<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Description</b>	<b>Payment</b>
9/14/2009	9322	Alger Oil, Inc	fuel	422.30
9/14/2009	9323	Aramark	uniforms	396.68
9/14/2009	9324	Cameron's Inc.	supplies	225.62
9/14/2009	9325	Farm Plan	supplies	145.59
9/14/2009	9326	Fast Supply	fiber blanket-Barren Rd Bridge	1,615.84
9/14/2009	9327	G & A Clanton, Inc.	demolition of bridge	931.55
9/14/2009	9328	Independence Construction Materials	Barren Rd Bridge	5,670.98
9/14/2009	9329	Lawson Products, Inc.	supplies	306.36
9/14/2009	9330	Long's Asphalt, Inc.	blacktop	12,000.00
9/14/2009	9331	Oxford Auto Parts	parts	27.99
9/14/2009	9332	Pennsy Supply	Barren Rd Bridge	8,707.76
9/14/2009	9333	Pennsylvania One Call System, Inc.	communications	68.90
9/14/2009	9334	Royal Chemical	supplies	338.80
9/14/2009	9335	Tractor Supply Co.	supplies	35.91
9/14/2009	9336	US Muncipal Supply, Inc.	traffic signs	136.64
9/14/2009	9337	Contech Bridge Solutions	Barren Rd Bridge	69,550.00
9/14/2009	9338	Allied Waste Services #319	trash removal	63.33
9/14/2009	9339	Armstrong One Wire	internet	39.95
9/14/2009	9340	Shock, Charles C	building inspector	1,784.69
9/14/2009	9341	Bethany Christian School	refund zoning hearing fees	370.38
9/14/2009	9342	Brutscher, Foley, Milliner & Land, LLP	zoning hearing-Interstate Shelter	734.78
9/14/2009	9343	Central Penn Gas	gas	19.45
9/14/2009	9344	Charles A. Higgins & Sons, Inc.	traffic light maintenance	2,380.00
9/14/2009	9345	Chester Water Authority	fire hydrants	11,761.20
9/14/2009	9346	Chili's Inspection Services	building inspector	715.00
9/14/2009	9347	Companion Life Insurance Company	life insurance	412.87
9/14/2009	9348	Conrad O'Brien P.C.	solicitor fees	12,080.00
9/14/2009	9349	Creeger's Home Center	pipe	115.00
9/14/2009	9350	Daily Local News	advertising	193.24
9/14/2009	9351	H.A. Berkheimer	EIT commission	2,102.82
9/14/2009	9352	Karasch & Associates	zoning hearing-Interstate Shelter	133.80
9/14/2009	9353	Lancaster Farmland Trust	baseline documentation/monitoring	5,280.00
9/14/2009	9354	MMPMET	health insurance	4,241.58
9/14/2009	9355	Office Basics, Inc.	supplies	315.39
9/14/2009	9356	Oxford Library	2009 donation	10,000.00
9/14/2009	9357	Ragan Engineering	engineering fees	4,265.50
9/14/2009	9358	Stantec Consulting Services Inc.	engineering fees	693.00
9/14/2009	9359	Toshiba Business Solution STE 180	color copies	81.77
9/14/2009	9360	United Inspection Agency, Inc.	building inspector	1,360.00
9/14/2009	9361	Toshiba Business Solutions	maintenance contract	216.09
9/14/2009	9362	Winifred Moran Sebastian	solicitor fees	937.50
9/14/2009	9363	Hamlin, Suzanne	tax clerk/tax certifications	592.51
9/14/2009	9364	Dennis Lindsey	mulch hay-bridge	400.00
9/14/2009	9365	PJ Scheese	mileage	30.25
9/14/2009	9366	William C. Weaver	backhoe rental	4,660.00
9/14/2009	9367	Levandowski, Leo M	3rd quarter Supervisor salary	548.62
9/14/2009	9368	Miller, Michael P	3rd quarter Supervisor salary	548.62
9/14/2009	9369	Reynolds, Percy E	3rd quarter Supervisor salary	548.62
9/14/2009	9370	Shelton, Charles D.	3rd quarter Supervisor salary	548.62
9/14/2009	9371	Turns (Supervisor), Gene	3rd quarter Supervisor salary	548.62
				<b>169,304.12</b>

**East Nottingham Township  
Bills of Approval  
September 14, 2009**

**Open Space Fund:**

9/14/2009	191 Conrad O'Brien P.C.	solicitor fees	1,074.70
9/14/2009	192 H.A. Berkheimer	commission	1,945.08
			<b>3,019.78</b>

**Escrow Fund:**

9/14/2009	284 Samuel and Elizabeth Esh	escrow balance return	1,490.50
9/14/2009	285 Bethany Christian School	escrow balance return	425.00
9/14/2009	286 Metro PCS Pennsylvania LLC	escrow balance return	1,585.62
9/14/2009	287 Conrad O'Brien P.C.	solicitor fees	1,063.18
9/14/2009	288 Ragan Engineering	engineering fees	978.50
9/14/2009	289 William Hope Handy	court recorder-Interstate Shelter	161.50
			<b>5,704.30</b>

**Supplemental Checks-General Fund:**

8/3/2009	ACH 941 Federal Tx Dep	federal tax deposit	1,503.64
8/3/2009	9210 Nextel	cell phones	323.10
8/3/2009	9211 PECO	electric	595.09
8/3/2009	9212 Verizon	phones	571.57
8/3/2009	9213 AFLAC	employee paid health insurance	463.68
8/4/2009	ACH PA Dept. of Revenue	state tax deposit	476.81
8/4/2009	Debit Siegel Display Products	display unit	152.81
8/7/2009	9221 cash	petty cash	60.24
8/10/2009	ACH 941 Federal Tx Dep	federal tax deposit	1,518.56
8/11/2009	9273 Commonwealth of PA	excess pension returned	2,578.64
8/13/2009	ACH Intuit	support	39.00
8/13/2009	9281 Joyce Krauss	cleaning	150.00
8/17/2009	9282 U.S. Postal Service	postage	44.00
8/18/2009	ACH 941 Federal Tx Dep	federal tax deposit	2,057.88
8/18/2009	ACH PA Dept. of Revenue	state tax deposit	395.78
8/18/2009	9283 Deer Park	water	47.90
8/24/2009	Debit iBackup	data backup	99.50
8/25/2009	ACH 941 Federal Tx Dep	federal tax deposit	1,573.06
8/27/2009	Debit International Code Council, INC	code updates	156.80
8/27/2009	9298 Joyce Krauss	cleaning	150.00
8/27/2009	9299 AFLAC	employee paid health insurance	463.68
8/27/2009	9300 Freese, William	zoning hearing board	65.83
8/27/2009	9301 Moran, Roger	zoning hearing board	65.83
8/27/2009	9302 Taylor, Joseph R.	zoning hearing board	65.83
			<b>13,619.23</b>

**Supplemental Checks-Open Space:**

8/26/2009	ACH Wells Fargo	interest	<b>16,532.69</b>
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