

**AGENDA  
EAST NOTTINGHAM TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
JANUARY 4, 2010**

**\* As Advertised, open bids for used 1990-91 2WD Ford Tractor Model 6610 with 2900 hours or less or equivalent, equipped with a Tiger Mid Mount Boom Rotary Mower Model TRB-50C**

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approve Agenda**
- IV. Public Comment on Agenda**
- V. Executive Sessions-**
  - 1)- December 23- BOS, PJ, Scott Moran & Charlie Shock Re: Bldg. Inspector**
  - 2)- December 29- BOS, Pat, Bill & John Bare Re: Twp. Bldg. Security System**
  - 3)- December 31, 2009- BOS, Pat, Bill, P.J. Re: agendas for 1/4/2010 Organizational & Regular Meetings**
- VI. Minutes for Review- copies on table for review**
- 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. Letter of Credit Releases-**

- 1)- OARA, Regional Park- escrow release #5 for \$305.75

**XVIII. Subdivisions –**

➤ **SALDO Waivers requested:**

- 1) From section 302.02B.2 & .3 – requiring separate preliminary and final plan applications.
- 2) From section 502.11.A & .B – requiring the improvement of Frog Hollow Road Cartway.
- 3) From section 502.12.E – requiring the cartway edge at street intersections to be rounded by a tangential arc with a minimum radius of 25 feet for local streets and 30 feet for major streets.

**I. Letter of Extension Requests**

- to be date specific for March 15, 2010
  - Langston (Liz Miller Property) 180-Lot Preliminary Subdivision Plan
  - Oxford Hollow Associates Preliminary Subdivision Plan
- To be date specific for January 15, 2011
  - Lewis Tract – Final Subdivision Plan

1

**XIX. Supervisors-**

- 1)- Road Bids
- 2)- Township Bldg. Security System
- 3)- Bills For Approval

**XX. Minutes For Approval-**

- 1) Regular Meeting, December 14, 2009
- 2) Special Meeting/Close Out, December 28, 2009

**XXI. Correspondence-**

**XXII. Recognition of Visitors-**

**XXIII. Adjournment-**

**MINUTES  
EAST NOTTINGHAM TOWNSHIP  
BOARD OF SUPERVISORS  
REGULR MEETING  
JANUARY 4, 2010**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on January 4, 2010. Those present were: Chairman Leo M. Levandowski, Vice-Chairman Percy Reynolds, Supervisor Charles D. Shelton, Supervisor Eugene Turns, Supervisor John P. Coldiron, Treasurer Suzanne Hamlin, Secretary Pat Brady, Zoning Officer P.J. Scheese and guests.

**The Meeting was called to order** at 8:06 P.M..

**As advertised, Bids Opened for used 1990-91 2WD Ford Tractor Model 6610**

Chairman Levandowski stated the advertisement in the Daily Local News is available for review.

Bid # 1- J.M. Teagarden LLC, 825 Old Nat'l Pike Claysville, PA 15376, amount \$17,550.  
Bid # 2- Stephenson Equipment Inc., 1805 Newport Rd. Ephrata PA 17522, amount \$21,180.

Motion made by Supervisor Shelton seconded by Supervisor Coldiron to approve purchasing the tractor from Stephenson Equipment Inc. for \$21,180..

Aye: 5

Nay: 0

**Approve Agenda-** Motion made by Vice-Chairman Reynolds seconded by Supervisor Shelton to approve the agenda with the following additions under Supervisors, sewer line on Baltimore Pike and advertise auditors.

Aye: 5

Nay: 0

**Public Comment On Agenda-** Mike Miller questioned on the agenda under Subdivisions what development are the waivers for. Zoning Officer responded, Oxford Hollow.

**Executive Sessions-** Chairman Levandowski read the following:

- 1)- December 23- BOS, PJ, Scott Moran & Charlie Shock Re: Bldg. Inspector
- 2)- December 29- BOS, Pat, Bill & John Bare Re: Twp. Bldg. Security System
- 3)- December 31, 2009- BOS, Pat, Bill, P.J. Re: agendas for 1/4/2010  
Organizational & Regular Meetings

**Treasurer's Report-** Suzanne Hamlin reported the total township cash assets comes to \$3,445,367.82. Income received for December 2009 totals \$87,997.04 realized from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of 12/31/09 is \$120,659.62.

Suzie informed the Board that the OARA dues is coming due in the amount of \$1,053.00 and asked approval to pay the bill when received.

**PAGE 2**

Motion made by Supervisor Coldiron seconded by Supervisor Shelton to approve paying the bill contingent upon the Township receiving the information they have been requesting first.

Aye: 5

Nay: 0

tape change 8:45 p.m.

**Road Report-** Road Master Bill Weaver reported the crew have been busy taking care of the roads and weather related issues.

**Zoning Report-** P.J. Scheese gave her report stating there were 8 residential bldg. permits issued, 2 zoning permits (w/o bldg. permits), 3 sign permits, 6 certificates of occupancy, 1 change in use & occupancy permit & 2 highway occupancy permits . Total fee income collected was \$4,832.84.

**Building Inspector Report-** The Board reviewed Charlie Shock's report.

**Comprehensive Plan Committee Report-** Vice-Chairman Reynolds stated the Committee has not had a meeting .

**Oxford Area Recreation Authority Report-** No Report

**Oxford Area Sewer Authority Report-** Vice-Chairman Reynolds read the report submitted by Joe Scheese.

**Open Space Committee Report-** No Report

**Historic Commission Report-** No Report

**Newsletter Committee Report-** No Report

**Letter of Credit Release-**

1)- OARA Regional Park- escrow release #5 for \$305.75

Motion made by Chairman Levandowski seconded by Supervisor Shelton to approve the release of #5 for OARA in the amount of \$305.75.

Aye: 5

Nay: 0

**Subdivisions-** Oxford Hollow-SALDO Waiver requested:

1)- From section 302.02B.2 & .3- requiring separate preliminary and final applications.

Motion made by Supervisor Coldiron seconded by Supervisor Shelton to deny waiver 302.02B.2 & 3.

Aye: 0

Nay: 5 Denied

**PAGE 3**

2)- From section 502.11.A & B- requiring the improvement of Frog Hollow Road Cartway.  
Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve  
waiver 502.11.A & .B

Aye: 5

Nay: 0

3)- From section 502.12.E- requiring the cartway edge at street intersections to be rounded  
by a tangential arc with a minimum radius of 25 feet for local streets and 30 feet for major  
streets.

Motion made by Supervisor Shelton seconded by Vice-Chairman Reynolds to table this  
until the February BOS Meeting.

Aye: 5

Nay: 0

**Letter of Extension Requests-**

\* date specific April 15, 2010-Langston (Liz Miller Property) 180 Lot Preliminary Subdivision  
Plan

\* date specific March 15, 2010- Oxford Hollow Associates Preliminary Subdivision Plan

\* date specific January 15, 2011- Lewis Tract, Final Subdivision Plan

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve the letters  
of extension for Langston, Oxford Hollow Associates & Lewis Tract as read.

Aye: 5

Nay: 0

**Supervisors-**

1)- **Road Bids-** Supervisor Shelton suggested the Board get together with Ron Ragan & Road  
Master Bill Weaver to ride the roads and discuss road improvements for 2010.

2)- **Township Bldg. Security System-** Supervisor Shelton advised he met with an individual  
And discussed what the Township needs. We will be receiving bids, which will be opened at the  
February BOS Meeting.

3)- **Bills For Approval-** Motion made by Supervisor Shelton seconded by Vice-Chairman  
Reynolds to approve the Bills to be paid as submitted by the Treasurer.

Aye: 5

Nay: 0

4)- **Sewer line on Baltimore Pike-** Vice-Chairman Reynolds requested that the Board send a  
letter to OASA, Ed Lennox concerning the sewer line on Baltimore Pike from Baltimore Pike to  
the Township line.

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to have the Secretary  
draft a letter to Ed Lennox OASA with the assistance of Vice-Chairman Reynolds.

Aye: 5

Nay: 0

Tape change 9:30 P.M.

5)- **Auditors advertise-** Supervisor Shelton advised the township needs to advertise to appoint  
a CPA to do the annual audit

**PAGE 4**

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve the Secretary to advertise for a CPA to do the annual audit.

Aye: 5

Nay: 0

**Minutes For Approval-**

**1)- Regular Meeting, December 14, 2009-** Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve the Minutes as presented by the Secretary.

Aye: 5

Nay: 0

**2)- Special Meeting/Close Out Meeting, December 28, 2009-** Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve the Minutes as presented by the Secretary. Vice-Chairman Miller & Chairman Leo Levandowski were not in attendance at this meeting.

Aye: 3

Nay: 0

**Correspondence-**

- \* Letter from CC Dept. of Facilities dated 12/22/09 Re: Energy Audit Planning
- \* Letter from CC Dept. of Emergency Services dated 12/18/09 Re: Review documents  
Vice-Chairman Reynolds requested the Secretary to contact Patty Mains & find out what they are looking for.
- \* Memo from ENT PC dated 1/4/2009 Re: Oxford Hollow Fee
- \* Letter from CC Health Dept. dated 12/15/09 Re: Solid Waste Management Plan
- \* Letter from OASA dated 12/17/09 Re: Sewer Construction Guidelines
- \* OASA Meeting Minutes for 12/18/09

**Recognition of Visitors-**

- \* Mike Miller questioned the Board concerning why the close out meeting is not advertised for the upcoming meetings, it would save advertising dollars. Chairman Levandowski responded stating, it would be difficult to pick the date for the close out meeting in the beginning of the year.
- \* Mike Miller would like to know the total cost of the Codification was. Treasurer Suzie Hamlin will get back to him
- \* Mike Miller stated he can no longer be on the Tax Committee
- \* Mike Vitale suggested purchasing a used 10 wheeler truck in lieu of a new one. The Board responded, if we buy new, we get a great deal and discount with the co stars program.
- \* Mike Vitale asked the Board where the Township is regarding fees in lieu. Vice-Chairman responded we make out much better discussing with the developers.
- \* Joel Brown asked if the Chester County Development Council is working on grants
- \* Supervisor Coldiron asked the Board regarding the Budget & fire hydrant fees, can we ask for maintenance reports on the fire hydrants? Suzie Hamlin responded, yes
- \* P.J. Scheese asked the Board their suggestion concerning the Openheim's. They have not been paying the agreed money. Should a letter go out. Motion made by Supervisor Coldiron seconded by Supervisor Turns to write a letter

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

**Adjournment-** Motion made by Supervisor Turns seconded by Supervisor Coldiron to adjourn the meeting at 10:00 P.M..

Aye: 5

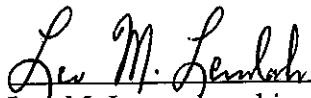
Nay: 0

ATTEST: PB 2/8/10

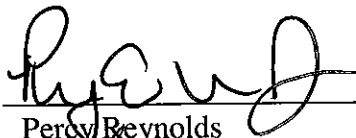
Respectfully Submitted,



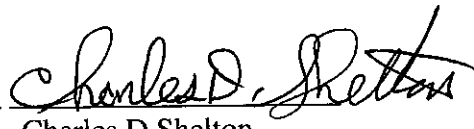
Pat Brady, Secretary



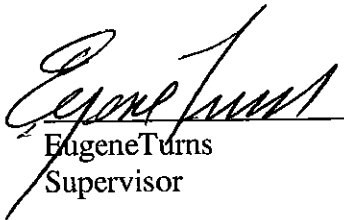
Leo M. Levandowski  
Chairman



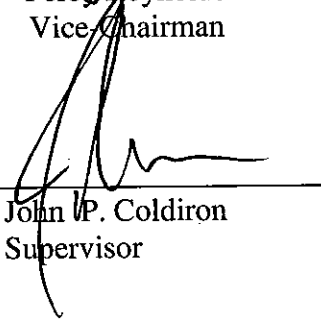
Percy Reynolds  
Vice-Chairman



Charles D. Shelton  
Supervisor



Eugene Turns  
Supervisor



John P. Coldiron  
Supervisor

**East Nottingham Township**  
**Bills for Approval**  
**January 4, 2010**

Date	Number	Payee	Memo	Payment
1/4/2010	9680	Aramark	uniforms	760.01
1/4/2010	9681	Cameron's Hardware & Supply, Inc.	supplies	576.34
1/4/2010	9682	International Salt Co, LLC	salt	9,641.47
1/4/2010	9683	Oxford Auto Parts	supplies	285.88
1/4/2010	9684	Tractor Supply Co.	supplies	221.79
1/4/2010	9685	Armstrong One Wire	internet	39.95
1/4/2010	9686	Companion Life Insurance Company	life insurance	468.50
1/4/2010	9687	Office Depot	supplies	46.47
1/4/2010	9688	Ragan Engineering	Act 537 engineering fees	1,638.25
1/4/2010	9689	Ragan Engineering	engineering fees	320.75
1/4/2010	9690	Scott J. Moran	building inspector course	125.00
1/4/2010	9691	Winifred Moran Sebastian	solicitor fees	1,612.50
				15,736.91

**Supplemental Checks-General Fund**

Date	Number	Payee	Memo	Payment
12/1/2009	9562	Nextel	cell phones	215.38
12/1/2009	9563	PECO	electric	657.66
12/1/2009	9564	Verizon	phones	560.11
12/3/2009	ACH	PA Dept. of Revenue	state tax deposit	321.27
12/7/2009	ACH	941 Federal Tx Dep	federal tax deposit	1,508.08
12/7/2009	Debit	Norton Anti Virus	comuter virus protection	58.29
12/11/2009	9579	FedEx	shipping	19.03
12/11/2009	9580	U.S. Postal Service	postage	44.00
12/13/2009	ACH	Intuit	support	39.00
12/15/2009	ACH	941 Federal Tx Dep	federal tax deposit	1,770.10
12/17/2009	9642	Joyce Krauss	cleaning	150.00
12/18/2009	ACH	PA Dept. of Revenue	state tax deposit	520.68
12/18/2009	9644	AFLAC	employee paid health insurance	463.68
12/21/2009	ACH	941 Federal Tx Dep	federal tax deposit	2,837.16
12/22/2009	9645	Deer Park	water	70.62
12/23/2009	Debit	McAfee	comuter virus protection	74.19
12/24/2009	ACH	941 Federal Tx Dep	federal tax deposit	2,442.18
12/24/2009	9653	Joyce Krauss	cleaning	150.00
12/28/2009	ACH	941 Federal Tx Dep	federal tax deposit	3,510.68
12/28/2009	Debit	Intuit	renew payroll subscription	349.00
				15,761.11

**Supplemental Checks-Open Space**

12/28/2009	ACH	Wells Fargo	interest	15,432.82
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