

**MINUTES  
EAST NOTTINGHAM TOWNSHIP  
BOARD OF SUPERVISORS  
ORGANIZATIONAL MEETING  
JANUARY 3, 2011**

The Annual Organizational Meeting of the East Nottingham Township Board of Supervisors was held in the Township Building on January 3, 2011. Those present were: Supervisor Leo M. Levandowski, Supervisor Percy Reynolds, Supervisor Gene Turns, Supervisor John P. Coldiron, Supervisor Edwin Lobley, Treasurer Suzanne Hamlin, Zoning Officer P.J. Scheese, Secretary Pat Brady and guests.

Supervisor Leo M. Levandowski called the meeting to order at 7:00 P.M. and read the Public Notice advertisement from the Daily Local News.

Motion made by Supervisor Reynolds seconded by Supervisor Turns to **appoint Supervisor Leo M. Levandowski as Temporary Chairman.**

Aye: 5

Nay: 0

Motion made by Supervisor Levandowski seconded by Supervisor Lobley to **appoint Pat Brady as Temporary Secretary.**

Aye: 5

Nay: 0

Secretary Pat Brady led the Pledge of Allegiance.

Chairman Levandowski asked if everyone would take a moment of silence for Supervisor Charles (Dave) Shelton.

Chairman Levandowski stated, he would like to welcome Supervisor Ed Lobley to the Board, taking the place of Supervisor Charles (Dave) Shelton.

Motion made by Supervisor Turns seconded by Supervisor Coldiron to **approve the agenda** as submitted by the Secretary.

Aye: 5

Nay: 0

**Public Comment on the Agenda-** None

Motion made by Supervisor Turns seconded by Supervisor Lobley to **appoint Leo M. Levandowski as Chairman for the year 2011.**

Aye: 5

Nay: 0

Motion made by Supervisor Turns seconded by Supervisor Lobley to **appoint Percy Reynolds as Vice- Chairman for the year 2011.**

Aye: 5

Nay: 0

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Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to **appoint Pat Brady as Secretary for the year 2011 at the same rate as 2010.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to **appoint P.J. Scheese as Secretary to the Planning Commission for the year 2011.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to appoint Pat Brady Secretary, as Designated Open Records Officer for the year 2011.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to **appoint Suzanne Hamlin as Treasurer for the year 2011 at the same rate as 2010.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Lobley to **appoint Suzanne Hamlin as Chief Administrative Officer of the Pension Fund for 2011.**

Aye: 5

Nay: 0

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to **appoint Stantec as Township Engineer for the Planning Commission at the rate stated in the fee schedule for the year 2011**

Aye: 5

Nay: 0

Motion made by Supervisor Shelton seconded by Supervisor Turns to **appoint Ragan Engineering as Consulting Engineer for the Supervisors at the discretion of the Board, at the rate of \$90.00 for the Township and \$90.00 for Subdivision for the year 2011.**

**Secretary Pat Brady brought to the attention of the Board that , in her opinion , the letter sent in by Ron Ragan was incorrect stating \$90.00 for Township and \$90.00 for Subdivision. The Board approved as the letter stated and asked pat to contact Ron Ragan to clarify. This will be re-addressed at the February Regular Meeting.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to **appoint Conrad O'Brien as the Township Solicitor at the hourly rate of \$170.00 for the year 2011.**

Aye: 5

Nay: 0

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Motion made by Chairman Levandowski seconded by Supervisor Turns to **appoint Winifred M. Sebastian as Consulting Solicitor at the hourly rate of \$150.00 for the year 2011 at the discretion of the Board.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Coldiron to **appoint Keystone Collections Group to be the Earned Income Tax Collector for the year 2011.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Lobley to **set the compensation to pay Keystone Collections Group at the current monthly rate of 1.35% for the year 2011.**

Aye: 5

Nay: 0

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to **appoint Keystone Collections Group as the Open Space Tax Collector for the year 2011 at a rate of 1.35%.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to **appoint Brutscher, Foley, Milliner & Land as the Solicitor for the Zoning Hearing Board at the hourly rate of \$150.00 for the year 2011.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns **set the salary for the Zoning Hearing Board members at \$75.00 per member per hearing for the year 2011.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to **appoint Pat Brady as Secretary to the Zoning Hearing Board for the year 2011.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to **set the hourly rate of \$21.84 per hour for administrative work done by the Secretary to be charged through applicants for the Zoning Hearing Board for the year 2011.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Lobley to **appoint Joe Scheese to the Vacancy Board for the year 2011.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to **appoint William Weaver as Road Master for the year 2011 with a 4% increase over 2010.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Coldiron to **appoint Dennis Lindsey as Roadman for the year 2011 with a 3% increase over 2010.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to **appoint Tom Elville as Roadman for the year 2011 with a 3% increase over 2010.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to **appoint Roger Blevins as Roadman for the year 2011 with a 3% increase over 2010.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Coldiron to **set the wages for part time help for the year 2011 as follows: Snow plowing at the hourly rate of \$16.00 and temporary help at the hourly rate of \$15.00.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to **appoint P.J. Scheese as Zoning Officer, Subdivision Officer, Code Enforcement Officer for the year 2011 at the same rate as 2010..**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to **appoint Charlie Shock as alternate Zoning Officer (to be activated upon Supervisors approval).**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to **appoint Charlie Shock as the Building Code Official & Inspector for the year 2011 at the hourly rate of \$50.00.**

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Lobley to **appoint Scott Moran as Alternate Building Code Official & Inspector for the year 2011, at the rate of \$50.00 an hour.**

Aye: 5

Nay: 0

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Motion made by seconded by Chairman Levandowski to **appoint Suzanne Hamlin as Tax Clerk for East Nottingham Township for the year 2011.**

Aye: 5                      Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to **set the salary for the Tax Clerk at the current rate of \$600.00 per month for the year 2011.**

Aye: 5                      Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to **designate the Peoples Bank of Oxford a division of National Penn, as depository for all Township funds for the year 2011.**

Aye: 5                      Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to **require two (2) signatures on all checks, one being the Treasurer and one being Supervisor Turns or Chairman Levandowski for the year 2011.**

Aye: 5                      Nay: 0

Motion made by Vice-Chairman Reynolds seconded by Supervisor Lobley to **designate the Daily Local News and the Chester County Press for advertising in 2011.**

Aye: 5                      Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to **approve the Regular Monthly Meetings for the year 2011 at 7:00 P.M. in the Township Building on the following dates: January 3, February 14, March 14, April 11, May 9, June 13, July 11, August 8, September 12, October 10, November 14, December 12, 2011.**

Aye: 5                      Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to **approve the work sessions for the year 2011 at 7:00 P.M. in the Township Building on the following dates: Tuesday January 18, Tuesday February 22, March 21, April 18, May 16, June 20, July 18, August 15, September 19, October 17, November 21, 2011. No work session in December.**

Aye: 5                      Nay: 0

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Motion made by Chairman Levandowski seconded by Supervisor Coldiron to approve January 17, 2011 as a paid holiday for full time employees.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to **set the mileage reimbursement rate at the IRS guideline for 2011 the federal rate of .51 per mile.**

Aye: 5

Nay: 0

Motion made by Supervisor Turns seconded by Vice-Chairman Reynolds to **appoint Leo M. Levandowski as Chairman of the Agricultural Security Advisory Committee for the year 2011.**

Aye: 5

Nay: 0

Members of the Agricultural Security Committee (3 year term)

Paul Smoker, Term Expires 12/31/2010, William Freese, Term Expires 12/31/2011, & Leo M. Levandowski, Term Expires 12/31/2011.

Motion made by Vice-Chairman Reynolds seconded by Supervisor Coldiron to reappoint Paul Smoker to the Agricultural Security Committee for a 3 year term 12/31/10-12/31/2013.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to **appoint John C. Reynolds, Jr. to be the Emergency Management Coordinator for the year 2011 at the rate of \$500.00 for the year , plus any additional schooling required.**

Aye: 5

Nay: 0

**Planning Commission Members for 2011(4 year term):** Shannon Wells-Term Expires 12/31/2011, Walter Leis-Term Expires 12/31/12, Janice Gavin-Term Expires 12/31/13, John Wallace-Term Expires 12/31/13, Rick Orner- Term Expires 12/31/12, Robert Williams- Term Expires 12/31/10, Art Rieck- Term Expires 12/31/11.

Motion made by Chairman Levandowski seconded by Supervisor Coldiron to re-**appoint Robert Williams to the Planning Commission for a 4 year term 12/31/10-2014.**

Aye: 5

Nay: 0

**Members to the Historic Commission:** Ralph Denlinger, Robert Barker, Karen Olivieri and Cooky Howett for the year 2011.

**Oxford Area Sewer Authority Representatives (5 year term):** Percy Reynolds, Term Expires 12/31/2013 and Joe Scheese, Term Expires 12/31/2011

**Township Auditors for 2011 (6 year term):** Glenna Jordan-Term Expires 12/31/2011, Lynn Petersen-Term Expires 12/31/2011, Thomas J. Olivieri-Term Expires 12/31/2016.

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to appoint Barbacane Thornton & Company to do the audit for 2010 for the township.

Aye: 5

Nay: 0

**Oxford Area Recreation Authority Members for 2011 (5 year term):** Joseph Bauer, Term Expires 12/31/2010 & Michael Vitale, Term Expires 12/31/2011.

Motion made by Supervisor Lobley seconded by Vice-Chairman Reynolds to appoint Supervisor Gene Turns to the Oxford Area Recreation Authority to replace Joseph Bauer.

Aye: 5

Nay: 0

**Zoning Hearing Board Representatives for 2011 (3 year term):** Joseph Taylor, Term Expires 12/31/2010, G. William Freese, Term Expires 12/31/2011, Roger Moran- Term Expires 12/31/12. Alternate Robert Stewart.

Motion made by Chairman Levandowski seconded by Supervisor Lobley to re-appoint Joseph Taylor to the Zoning Hearing Board for a 3 year term . Term Expires 12/31/2013.

Aye: 5

Nay: 0

**Newsletter Committee for 2011:** P.J. Scheese

**Open Space Committee for 2011:** Courtney Peterson, David Stewart , Suzanne Hamlin & Roger Moran

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to appoint Supervisor Ed Lobley and Rick Orner to the Open Space Committee for 2011.

Aye: 5

Nay: 0

**Recognition of Visitors-**

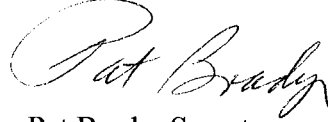
\*No Comments

**Adjournment-** Motion made by Supervisor Coldiron seconded by Supervisor Turns to adjourn the meeting at 7:45 P.M..

Aye: 5

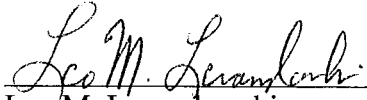
Nay: 0

Respectfully Submitted,

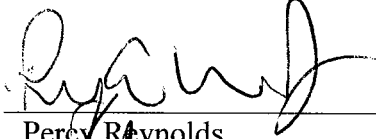


Pat Brady, Secretary

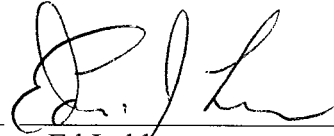
ATTEST: PB 2/14/2011



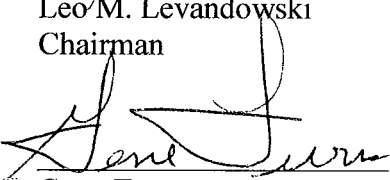
Leo M. Levandowski  
Chairman



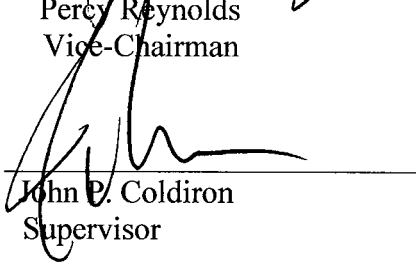
Percy Reynolds  
Vice-Chairman



Ed Loble  
Supervisor



Gene Turns  
Supervisor



John P. Coldiron  
Supervisor