

**AGENDA
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING**

February 14, 2011

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approve Agenda**
- IV. Public Comment on Agenda**
- V. Executive Sessions-**
 - 1)- January 5, 2011, BOS & Solicitor Re : % for USDA Loan, Informational
 - 2)- January 11, 2011, BOS Re: Personnel Issues
 - 3)- January 24, 2011, BOS, Bill Weaver Re: Road work for 2011
- VI. Minutes for Review- copies on table for review**
 - 1)- Organizational Meeting, January 3, 2011
 - 2)- Regular Meeting, January 3, 2011
 - 3)- Special Meeting, January 18, 2011
- 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. Letter of Credit Releases-

- 1)- Elam Riehl Land Development- Escrow Release #9 for \$2,395.15

XVII. Subdivisions-

- * Andy King Final Subdivision – Signing of Sewage Facilities Maintenance Agreement
- * Letter of Denial for Lewis Tract Final Subdivision Plan
- * Letter of Extension to be date specific for May 15, 2011
Tom Swift Estates – Extension of Conditional Plan Approval

XVIII. Supervisors-

- 1)- Peggy MacLean- Gross School Bus Service
- 2)- Letter from Ragan Engineering regarding fees
- 3)- Motion to approve Secretary advertising Spring Clean Up Days 4/15-16
- 4)- Dr. Doug Fasick
- 5)- Uncollected Mobile Home Liens (Suzie)
- 6)- Darlene Nelson, 2429 Baltimore Pike , PJ
- 7)- Recycling Grant, Kate Ferry
- 8)- Approve advertising for Road Bids
- 9)- Discuss addition of West Nottingham to the Rec Authority
- 10)- Dave Shelton, Gene Turns
- 11)- Bills For Approval

XIX. Minutes For Approval-

- 1) Organizational Meeting, January 3, 2011
- 2) Regular Meeting, January 3, 2011
- 3) Special Meeting, January 18, 2011

XX. Correspondence-

XXI. Recognition of Visitors-

XXII. Adjournment-

**MINUTES
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
FEBRUARY 14, 2011**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on February 14, 2011. Those present were: Chairman Leo M. Levandowski, Vice-Chairman Percy Reynolds, Supervisor Gene Turns, Supervisor John P. Coldiron, Supervisor Ed Lobley, Treasurer Suzanne Hamlin, Secretary Pat Brady, Zoning Officer P.J. Scheese and guests.

The Meeting was called to order at 7:00 P.M..

Pledge of Allegiance was led by Vice-Chairman Reynolds.

Approve Agenda- Motion made by Supervisor Lobley seconded by Supervisor Coldiron to approve the agenda as submitted by the Secretary.

Aye: 5 Nay: 0

Public Comment On Agenda- None

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to amend the agenda by moving under Supervisor #1, #4, #6 and #7 after Minutes for Review.

Aye: 5 Nay: 0

Executive Sessions- Chairman Levandowski read the following:

- 1)- January 5, 2011, BOS & Solicitor Re : % for USDA Loan, Informational
- 2)- January 11, 2011, BOS Re: Personnel Issues
- 3)- January 24, 2011, BOS, Bill Weaver Re: Road work for 2011

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

- 1)- Organizational Meeting, January 3, 2011
- 2)- Regular Meeting, January 3, 2011
- 3)- Special Meeting, January 18, 2011

Moved up from Supervisors as stated above:

#1- Peggy MacLean- Gross School Bus Service- discussed with the Board the possibility of putting in, at the bus lot on Barnsley Road, a 10,000 gallon diesel tank and a 5,000 gallon gasoline tank. The Board stated they will require a no special exceptions hearing.

#6- Darlene Nelson, 2429 Baltimore Pikes- Discussed with the Board the fact that her son would like to build a house on property that she owns that would be 50% larger than the single wide that was on it. The Board advised she would have to go before the Zoning Hearing Board and get a variance.

#7- Recycling Grant, Kate Ferry- explained to the Board the procedure to obtain a recycling grant. The Board stated they will consider the grant based on further information Kate will supply for the Board and also it can not interfere with the agreement the Township has with SECCRA.

#4- Dr. Doug Fasick- thanked the Board for their help with his water problem and advised that nothing further has happened with his neighbor Mr. Nash.

Treasurer's Report- Suzie Hamlin reported East Nottingham's cash assets amounts to \$2,445,087.24. Income received from January totals \$61,201.21 realized from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of January 31, 2011 is \$93,141.84. Suzie asked the Board to void check #10845 to Bayshore Ford Truck Sales Inc. as she received a credit of \$154.00 from them today which will change their new amount paid to \$393.46 check #10883 for a new total on Bills for Approval to be \$45,856.55. Suzie was asked by the Board how much has the Township paid so far in snow removal. Suzie stated approximately \$15,000 and the Township budgeted \$20,000.

Road Report- Road Master Bill Weaver stated the crew have been working day and night on the roads plowing and salting .
Motion made by Supervisor Turns seconded by Supervisor Lobley to approve the Secretary advertising for bids on a conveyor. Bids to be opened and awarded at the March 14, 2011 Board of Supervisors Meeting.

Aye: 5 Nay: 0

Zoning Report- P.J. gave the report stating there were 2 Residential Bldg. Permits issued, 2 Zoning Permits, 1 Demolition Permit, 5 Certificates of Occupancy, 2 Change in Use & Occupancy Permits and 1 Temporary Trailer Permit for a total fee collected of \$3,575.24. Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve 5 people taking the Zoning Master Plan course.

Aye: 5 Nay: 0

Building Inspector Reports- The Board reviewed reports from Charlie Shock and Scott Moran with no comments.

Comprehensive Plan Committee Report- No Report

Oxford Area Recreation Authority Report- No Report

Tape change 8:40 P.M.

Oxford Area Sewer Authority Report- Joe Scheese reported they had their Organizational Meeting and Percy Reynolds was appointed Chairman with Bob Yeatman as Vice-Chairman.

Open Space Committee Report-Motion made by Supervisor Lobley seconded by Vice-Chairman Reynolds to approve having the Secretary advertise for a Public Hearing on 3/14/2011 at 7:30 P.M. for Ammon L. and Emma B. Stoltzfus

Aye: 5 Nay: 0

Historic Commission Report- Ralph Denlinger reported he has been talking to Mike King who purchased property in ENT and would like to demolition the dwelling and put up a frame home. Ralph is trying to preserve the structure and has contacted the County and also ENT Building Inspector Scott Moran to do a preliminary evaluation of the dwelling. Chester County Dept. of Parks and Recreation , Historic Resources Coordinator Karen Marshall is conducting a professional assessment to determine if the dwelling is historically significant.

Motion made by Chairman Levandowski seconded by Vice-Chairman Reynolds to take a short break at 9: 20 P.M. – 9:40 P.M..

Aye: 5 Nay 0

Letter of Credit Releases-

1)- Elam Riehl Land Development- Escrow Release #9 for \$2,395.15

Motion made by Supervisor Coldiron seconded by Supervisor Lobley to approve the release of escrow #9 for \$2,395.15

Aye: 5 Nay: 0

Subdivisions-

* **Andy King Final Subdivision-** Signing of Sewage Facilities Maintenance Agreement- Motion made by Vice-Chairman Reynolds seconded by Supervisor Coldiron to approve the Chairman signing the Andy King Sewage Facilities Maintenance Agreement.

Aye: 5 Nay: 0

* **Letter of Denial for Lewis Tract Final Subdivision Plan-** Motion made by Vice-Chairman Reynolds seconded by Supervisor Lobley to deny the Lewis Tract Final Subdivision Plan.

Aye: 5 Nay: 0

Motion made by Supervisor Coldiron seconded by Vice-Chairman Reynolds to direct the Solicitor to put a lien on the Lewis Tract property for outstanding monies owed in the amount of \$1,792.00.

Aye: 5 Nay: 0

*** Letter of Extension to be date specific for May 15, 2011.**

Tom Swift Estates- Extension of Conditional Plan Approval-
Motion made by Supervisor Turns seconded by Supervisor Lobley to grant the extension request for Tom Swift Estates to expire on May 15, 2011

Aye: 5 Nay: 0

Supervisors-

2)- Letter from Ragan Engineering regarding fees-

The Board read the letter correcting Ragan Engineering fees to be at the rate of \$90.00 per hour for Consulting Engineering and \$115.00 per hour for Developer projects.

3)- Motion to approve Secretary advertising Spring Clean Up Days- 4/15-16

Motion made by Supervisor Turns seconded by Supervisor Lobley to approve having the Secretary advertise for Spring Clean Up Days to be Friday April 15, 2011 7:00AM-6:00 PM and Saturday April 16, 7:00 A.M. – 3:00 P.M.. All other specifications apply as done in the past.

Aye: 5 Nay: 0

5)- Uncollected Mobile Home Liens- Motion made by Supervisor Lobley seconded by Supervisor Turns to write off \$44.90 in uncollected liens.

Aye: 5 Nay: 0

8)- Approve advertising for Road Bids- Motion made by Supervisor Lobley seconded by Supervisor Turns to approve the Secretary advertising for Road Bids to be opened at the Board of Supervisor Regular Meeting on March 14, 2011 at 7:30 P.M. and awarded at the Special Meeting on March 21,2011 at 7:30 P.M.

Aye: 5 Nay: 0

9)- Discuss addition of West Nottingham to the Rec. Authority- Motion made by Supervisor Lobley seconded by Supervisor Turns to accept the addition of West Nottingham into the Rec. Authority and also the Insurance Liability is not to hold up the plan signing.

Aye: 5 Nay: 0

Supervisor Turns asked Pat Brady to contact Marcella Perry Ferry of the OARA to ask what the limit of liability for the township is.

10)- Dave Shelton Event- The Board discussed having a tribute to Dave Shelton at the Township Building on 4/9/2011, 1:00-3:00 P.M. . The framed portrait of Dave for his family will be paid for by contributions and the framed picture for the Township will be paid for by the Township.

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- 11)- Bills For Approval-** Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve releasing the escrow funds for Wiltshire in the amount of \$1,101.76 contingent upon them first paying the escrow fees owed.

Aye: 5 Nay: 0

Motion made by Supervisor Coldiron seconded by Supervisor Turns to approve the Treasurer paying Chester Water by their deadline of 3/9/2011 for \$11,761.20 for the hydrant bill .

Aye: 5 Nay: 0

Motion made by ice-Chairman Reynolds seconded by Supervisor Coldiron to approve paying the bills as presented by the treasurer with the changes noted.

Aye: 5 Nay: 0

Minutes For Approval-

- 1)- Organizational Meeting, January 3, 2011-** Motion made by Supervisor Turns seconded by Supervisor Lobley to approve the Minutes as presented by the Secretary for January 3, 2011

Aye: 5 Nay: 0

- 2)- Regular Meeting, January 3, 2011-** Motion made by Supervisor Turns seconded by Supervisor Lobley to approve the Minutes as presented by the Secretary for January 3, 2011.

Aye: 5 Nay: 0

- 3)- Special Meeting, January 18, 2011-** Motion made by Supervisor Turns seconded by Supervisor Coldiron to approve the Minutes as presented by the Secretary. Vice-Chairman Reynolds was not in attendance.

Aye: 4 Nay: 0

Correspondence-

- * letter from William Cookson 1/31/2011 Re: Twp. officials & their quick response
- * Pa State Police monthly report for January 2011
- * PSATS Twp. Legal Defence Newsletter, Winter Edition
- * Auditors Organizational Meeting Minutes from January 4, 2011
- * email from Marcella Perry Ferry dated 1/17/2011 Re: Rec Authority Report
- * PSATS January News Bulletin
- * PIRMA Update Newsletter
- * letter dated 1/12/2011 Pa. Dept. of Environmental Protection Re: OASA Act 537 Plan Update
- * letter CC Assoc. of Twp. Officials Re: CC Spring Convention
- * letter dated 1/26/2011 from Tower One Partners Re: cellular tower company
- * OASA agenda for 1/19/2011 and minutes

Recognition of Visitors-

* Andy Christensen- new to East Nottingham and wanted to offer his volunteer services to the Township where needed

Adjournment- Motion made by Supervisor Lobley seconded by Supervisor Coldiron to adjourn the Meeting at 10:33 P.M..

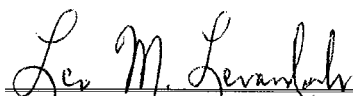
Aye: 5

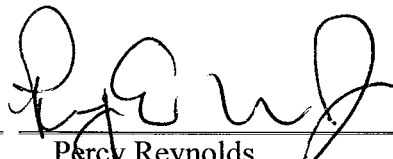
Nay: 0

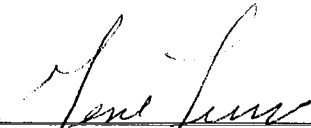
Respectfully Submitted,

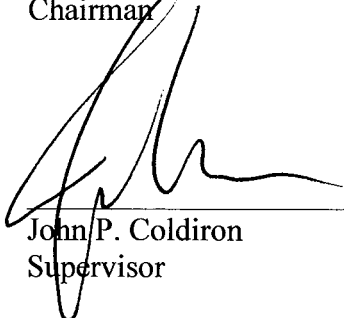

Pat Brady, Secretary

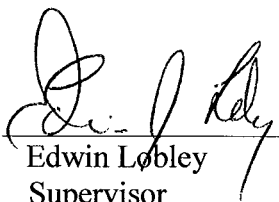
ATTEST: 3/14/2011


Leo M. Levandowski
Chairman


Percy Reynolds
Vice-Chairman


Gene Turris
Supervisor


John P. Coldiron
Supervisor


Edwin Lobley
Supervisor

**East Nottingham Township
Bills for Approval
February 14, 2011**

Date	Number	Payee	Description	Payment
2/14/2011	10843	Alger Oil, Inc	fuel	5,240.63
2/14/2011	10844	Aramark	uniforms	681.87
2/14/2011	10845	Bayshore Ford Truck Sales Inc.	starter for 2002 dumptruck	547.46
2/14/2011	10846	Cameron's Hardware & Supply, Inc.	supplies	45.68
2/14/2011	10847	Chuck Shelton	snow removal/cat loader	812.50
2/14/2011	10848	Farm Plan	Atlantic Tractor invoices	755.49
2/14/2011	10849	Independence Construction Materials	anti skid/rice	6,025.41
2/14/2011	10850	International Salt Co, LLC	salt	12,440.23
2/14/2011	10851	Oxford Auto Parts	parts	404.30
2/14/2011	10852	Pennsylvania One Call System, Inc.	communication	8.96
2/14/2011	10853	Smoker Fabricating, LLC	supplies	8.01
2/14/2011	10854	Tractor Supply Co.	supplies	90.91
2/14/2011	10855	Tri-County Electric, LLC	repair	275.58
2/14/2011	10856	US Muncipal Supply, Inc.	flags	299.10
2/14/2011	10857	Allied Administrators for Delta Dental	dental insurance	111.78
2/14/2011	10858	Allied Waste Services #319	trash removal	65.81
2/14/2011	10859	Armstrong One Wire	internet	39.95
2/14/2011	10860	Central Penn Gas	gas	704.80
2/14/2011	10861	Chester County Archives & Record Services	copies	15.25
2/14/2011	10862	Conrad O'Brien P.C.	solicitor fees	187.00
2/14/2011	10863	Daily Local News	advertising	169.42
2/14/2011	10864	DCED	4th quarter 2010	60.00
2/14/2011	10865	Ehrlich	pest control	76.00
2/14/2011	10866	H.A. Berkheimer	EIT commission	312.70
2/14/2011	10867	National Notary Association	insurance renewal-PJ Scheese	21.00
2/14/2011	10868	Office Basics, Inc.	supplies	94.02
2/14/2011	10869	Oxford Area Recreation Authority	2011 dues	8,963.00
2/14/2011	10870	Oxford Regional Planning Commission	2011 dues	900.00
2/14/2011	10871	Ragan Engineering	engineering fees	1,525.30
2/14/2011	10872	Summers & Zim's, Inc.	service agreement renewal	303.00
2/14/2011	10873	Toshiba Business Solution STE 180	color copies	83.43
2/14/2011	10874	Toshiba Financial Services	maintenance contract	203.00
2/14/2011	10875	Union Fire Co. #1- Endowment Fund	3rd & 4th qrt 2010	800.00
2/14/2011	10876	United Inspection Agency, Inc.	building inspector	200.00
2/14/2011	10877	PJ Scheese	mileage	29.07
2/14/2011	10878	Scott J. Moran	cell phone reimbursement	66.15
2/14/2011	10879	Moran, J. Scott	building inspector	358.80
2/14/2011	10880	Shock, Charles C	building inspector	1,629.89
2/14/2011	10881	Hamlin, Suzanne	tac clerk/tax certifications	592.55
2/14/2011	10882	Winifred Moran Sebastian	solicitor fees	862.50
				46,010.55
		Open Space Fund:		
2/14/2011	228	H.A. Berkheimer	commission	271.33
		Escrow Fund:		
2/14/2011	329	Conrad O'Brien P.C.	solicitor fees	612.00
2/14/2011	330	Stantec Consulting Services Inc.	engineering fees	4,324.50
				4,936.50