

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

**DECEMBER 12, 2011**

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approve Agenda**
- IV. Public Comment on Agenda**
- V. Executive Sessions- None**
- VI. Minutes for Review- copies on table for review**
  - 1)- Regular Meeting, November 14, 2011
  - 2)- Special Meeting , November 21, 2011
- VII. Treasurer's Report-**
- VIII. Open Space Committee Report**
- IX. Road Report-**
- X. Zoning Report-**
- XI. Building Inspector Report-**
- XII. Comprehensive Plan Committee Report-**
- XIII. Oxford Area Recreation Authority Report-**
- XIV. Oxford Area Sewer Authority Report-**
- XV. Historic Commission Report**
- XVI. Letter of Credit Releases-**
  - 1)- Meadow Creek Subdivision (Cooks Brothers)- Escrow Release #14 for \$1,051.66
  - 2)- Hopewell Ridge- Escrow Release #44 for \$9,326.10

**XVII. Subdivisions-** Letter of Extensions granted to township,

\* Date specific for February 15, 2012:

- Meadowview Estates (Frost) (Option 1)
- Carl E & Lesley L. Mease – Land Development Plan
- Timothy Bishop – Minor Subdivision Plan
- Stephen & Lydia Fisher –Minor Subdivision Plan
- David T. Muehlmatt – Minor Subdivision Plan

\* Date specific for December 21, 2012:

- Wicklow – Final Subdivision \*Plan

\* Date specific for February 15, 2013:

- Langston - Preliminary Subdivision Plan

\* Date specific for January 15, 2013:

- Liz Miller – 2003 Preliminary Subdivision Plan

**XVIII. Supervisors-**

- 1)- Nancy Fromnick, Chester County Recycling Coordinator
- 2)- Authorize Secretary to advertise Closeout Meeting , December 29 @ 4:30 P.M. , BOS Organizational Meeting January 3, 2012 @ 7:00 P.M. with the Regular Meeting immediately following & PC Organizational Meeting January 4, 2012 @ 7:00 P.M. ,Auditor’s Organizational, January 4, 2012 time to be determined
- 3)- Approve Budget for 2012
- 4)- Authorize Solicitor Sebastian to advertise Ordinance governing Municipal Management of an on lot sewage disposal facility to be adopted at the Closeout Meeting on December 29, 2011.
- 5)- Notice of Fixed Rate Conversion
- 6)- Fixed Rate Conversion Request
- 7)- Bills For Approval

**XIX. Minutes For Approval-**

- 1) Regular Meeting, November 14, 2011
- 2) Special Meeting, November 21, 2011

**XX. Correspondence-**

**XXI. Recognition of Visitors-**

**XXII. Adjournment-**

**MINUTES  
EAST NOTTINGHAM TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
DECEMBER 12, 2011**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on December 12, 2011. Those present were: 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. Chairman Leo M. Levandowski was temporarily not available

**The Meeting was called to order** at 7:05 P.M..

**Pledge of Allegiance** was led by Vice-Chairman Reynolds.

**Approve Agenda-** Motion made by Supervisor Lobley seconded by Vice-Chairman Reynolds to amend the agenda putting Charlie Shock on after Executive Sessions.

Aye: 4            Nay: 0

**Public Comment On Agenda-** None

Chairman Levandowski is now in attendance.

**Executive Sessions-** None

**Charlie Shock, BCO** - Made reference to the Amish School House on Oxford Road. To date, they have not complied with the list from the temporary permit, and are making no effort to do so. As of December 31, 2011, the Township would have given them 120 days to comply. Charlie requested the approval of the Board to go to the Solicitor after December 31, 2011 and possibly take civil action.

Motion made by Vice-Chairman Reynolds seconded by Supervisor Lobley to approve for Charlie Shock & P.J., if they have not come into compliance after December 31, 2011 to contact our Solicitor and proceed as necessary with civil action.

Aye: 4            Nay: 1 (Coldiron)

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

- 1)- Regular Meeting, November 14, 2011
- 2)- Special Meeting, November 21, 2011

**Treasurer's Report-** Suzie Hamlin reported East Nottingham's cash assets amounts to \$2,970,965.09. Income received from November totals \$134,200.26 realized from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of November 30, 2011 is \$275,659.04. Bills will be approved under Supervisors.

**Road Report-** The Board reviewed Bill Weaver's report.

**Zoning Report-** P.J. gave the report stating there were 5 Residential Bldg. Permits issued, 6 Zoning Permits and 5 Certificates of Occupancy. Total fee collected was \$2,857.00. P.J. informed the Board that due to the passing of Adam Wyatt, Wyatt Computers, the township needs to find another IT person. Motion made by Supervisor Coldiron seconded by Vice-Chairman Reynolds to authorize having the staff find someone for 90 days at a rate of up to \$100.00 an hour for whatever the office staff needs.

Aye: 5                      Nay: 0

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

**Comprehensive Plan Committee Report-** Vice-Chairman Reynolds stated he was unable to make their last meeting. Joel Brown was in attendance and advised they covered Chapter 8 & 9. The final plan will be available for review to Municipal Officials in February or March 2012.

**Oxford Area Recreation Authority Report-** Supervisor Turns informed the Board they discussed all that has been done in 2011 and they will possibly be putting a picnic park area on Oaks Road.

**Oxford Area Sewer Authority Report-** Joe Scheese reported they awarded the contract for the Osborne Lagoon. Approved proceeding with the regulation charges to be paid.

**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-** No Report

**Letter of Credit Releases-**

- 1)- **Meadow Creek Subdivision (Cooks Brothers)**- Escrow Release #14 for \$1,051.66  
Motion made by Supervisor Coldiron seconded by Supervisor Turns to approve the Escrow Release #14 for \$1,051.66.

Aye: 5                      Nay: 0

- 2)- **Hopewell Ridge**- Escrow Release #44 for \$9,326.10-  
Motion made by Supervisor Lobley seconded by Supervisor Coldiron to not accept Escrow Release #44 for \$9,326.10.

Aye: 5                      Nay: 0

**Subdivisions-** Letter of Extensions granted to township,

\* Date specific for February 15, 2012:

- Meadowview Estates (Frost) (Option 1)
- Carl E & Lesley L. Mease – Land Development Plan
- Timothy Bishop – Minor Subdivision Plan
- Stephen & Lydia Fisher – Minor Subdivision Plan
- David T. Muehlmann – Minor Subdivision Plan

Motion made by Supervisor Lobley seconded by Supervisor Turns to grant the Letters of Extension as read above for Meadowview Estates, Carl E. & Lesley L. Mease, Timothy Bishop, Stephen & Lydia Fisher and David T. Muehlmann, all date specific for 2/15/2012.

Aye: 5                      Nay: 0

\* Date specific for December 21, 2012:

- Wicklow – Final Subdivision \*Plan

Motion made by Supervisor Coldiron seconded by Supervisor Lobley to grant the Letter of Extension for Wicklow, date specific for 12/21/2012.

Aye: 5                      Nay: 0

\* Date specific for February 15, 2013:

- Langston - Preliminary Subdivision Plan

Motion made by Supervisor Coldiron seconded by Supervisor Lobley to grant the Letter of Extension for Langston, date specific for 2/15/2013.

Aye: 5                      Nay: 0

\* Date specific for January 15, 2013:

- Liz Miller – 2003 Preliminary Subdivision Plan

Motion made by Supervisor Lobley seconded by Supervisor Coldiron to grant the Letter of Extension for Liz Miller, date specific for 1/15/2013.

Aye: 5                      Nay: 0

**Supervisors-**

**1)- Nancy Fromnick, Chester County Recycling Coordinator**

Informed the Board that East Nottingham Township is now mandated due to our census population numbers. Therefore, there are several recycling requirements that must be implemented by March 2013.

- 2)- Authorize Secretary to advertise** Closeout Meeting , December 29 @ 4:30 P.M. , BOS Organizational Meeting January 3, 2012 @ 7:00 P.M. with the Regular Meeting immediately following & PC Organizational Meeting January 4, 2012 @ 7:00 P.M. , Auditor's Organizational, January 4, 2012 time to be determined  
Motion made by Supervisor Turns seconded by Chairman Levandowski to approve and authorize for the Secretary to advertise as read above.

Aye: 5                      Nay: 0

- 3)- Approve Budget for 2012-** Motion made by Supervisor Coldiron seconded by Supervisor Lobley to approve the Budget for 2012 as advertised.

Aye: 5                      Nay: 0

- 4)- Authorize Solicitor Sebastian to advertise Ordinance** governing Municipal Management of an on lot sewage disposal facility to be adopted at the Closeout Meeting on December 29, 2011.

Motion made by Supervisor Lobley seconded by Supervisor Coldiron to **not** adopt or advertise the Ordinance.

Aye: 4                      Nay: 1 (Reynolds)

**5 & 6) Notice of Fixed Rate Conversion and Fixed Rate Conversion Request-**

Motion made by Supervisor Lobley seconded by Supervisor Coldiron to accept the fixed rate of 1.07% and approve Chairman Levandowski signing.

Aye: 5                      Nay: 0

- 7)- Bills for Approval-** Motion made by Supervisor Turns seconded by Supervisor Coldiron to approve for the Bills to be paid as submitted by the Treasurer.

Aye: 5                      Nay: 0

**Minutes For Approval-**

- 1)- Regular Meeting, November 14, 2011-** Motion made by Supervisor Turns seconded by Supervisor Lobley to approve the Minutes as presented by the Secretary.

Aye: 5                      Nay: 0

- 2)- Special Meeting, November 21, 2011-** Motion made by Supervisor Turns seconded by Supervisor Lobley to approve the Minutes as presented by the Secretary. Chairman Levandowski was not present at this meeting.

Aye: 4                      Nay: 0

**Correspondence-**

- \* note from Linda Shiplet regarding sending Birthday card to Pinkie Shiplet
- \* letter dated 11/10/20/11 from Megan Hale regarding speeding problems on Wickersham Rd.
- \* state police report for November 2011
- \* Union Fire Company Incident List for November 2011
- \* PSATS Memo dated 11/15/2011 Re: President's Leadership Award
- \* Letter dated 11/21/2011 from OASD Re: CC Tax Collection Committee documentation
- \* PSATS Letter dated 11/15/2011 Re: New Twp. Emergency Management Assoc.
- \* Township Today Fall 2011
- \* Brandywine Conservancy Holiday Greeting
- \* PSATS Economic Development Survey
- \* Penn Dot moving forward, Fall 2011
- \* PIRMA annual election
- \* OASA agenda, minutes, director's report, treasurer's report, project status update
- \* Letter dated 11/9/2011 Pa State Police Re: The Service of Warrants
- \* Letter dated 10/31/2011 CC2020 Re: Master Planner Program schedule

**Recognition of Visitors-**

- \* Debbie Pieri- wanted to thank the Board for not releasing the escrow release for Hopewell Ridge and the Board support concerning the septic problems with Hopewell Ridge
- \* Jack Dunlap- appreciates the Township joining the residents of Hopewell Ridge and trying to help fix the situation
- \* Pat Brady, asked the Board if the employees could have the legal holiday of Monday, January 2, 2012 off with pay. Motion made by Supervisor Lobley seconded by Chairman Levandowski to grant the request.

Aye: 4

Nay: 1 (Turns)

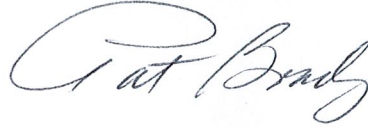
- \* Supervisor Coldiron- thanked the Board for the year of service to the Township
- \* Supervisor Lobley- thanked the Board and residents for allowing him to serve this past year
- \* Vice-Chairman Reynolds- read Resolution #94-2010 which was adopted on 12/13/2010

**Adjournment-** Motion made by Supervisor Turns seconded by Supervisor Coldiron to adjourn the Meeting at 9:15 P.M..

Aye: 5

Nay: 0

Respectfully Submitted,

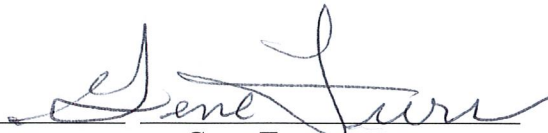


Pat Brady, Secretary

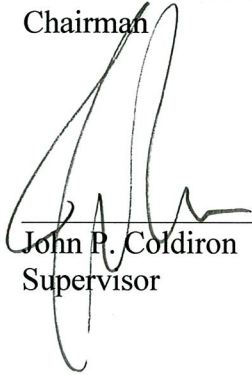
ATTEST: 

\_\_\_\_\_  
Leo M. Levandowski  
Chairman

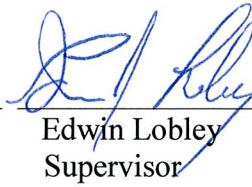
\_\_\_\_\_  
Percy Reynolds  
Vice-Chairman



\_\_\_\_\_  
Gene Turns  
Supervisor



\_\_\_\_\_  
John P. Coldiron  
Supervisor



\_\_\_\_\_  
Edwin Lobley  
Supervisor



**East Nottingham Township  
Bills for Approval  
December 12, 2011**

<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Description</b>	<b>Payment</b>
12/12/2011	11726	Alger Oil, Inc	fuel	525.73
12/12/2011	11727	Aramark	uniforms	655.63
12/12/2011	11728	Cameron's Hardware & Supply, Inc.	supplies/chainsaw	1,161.66
12/12/2011	11729	Cumberland Truck	parts	81.30
12/12/2011	11730	Federal Licensing, Inc.	subscription renewal	119.00
12/12/2011	11731	John Deere Financial	parts	983.08
12/12/2011	11732	L & L Truck Service	parts	97.85
12/12/2011	11733	Lawson Products, Inc.	supplies	323.73
12/12/2011	11734	Mt. Rocky Trucking	inspections	464.00
12/12/2011	11735	Penn/MD Materials	stone	975.84
12/12/2011	11736	Pennsylvania One Call System, Inc.	communications	39.68
12/12/2011	11737	PSATS CDL PROGRAM	Random Drug Test- Weaver	60.00
12/12/2011	11738	Smoker Fabricating, LLC	parts	38.99
12/12/2011	11739	Tractor Supply Co.	supplies	559.74
12/12/2011	11740	Advantage Financial Services	Docstar	337.74
12/12/2011	11741	Allied Administrators for Delta Dental	dental insurance	115.14
12/12/2011	11742	Allied Waste Services #319	trash removal	72.88
12/12/2011	11743	Armstrong One Wire	internet	39.95
12/12/2011	11744	Central Penn Gas	gas	235.93
12/12/2011	11745	Chester County SPCA	2012 contract	4,850.00
12/12/2011	11746	Commonwealth of Pennsylvania	refund excess state aid received	831.43
12/12/2011	11747	Concord Land Planners & Surveyors, Inc.	six prints-zoning hearing	12.00
12/12/2011	11748	Conrad O'Brien P.C.	solicitor fees	2,516.00
12/12/2011	11749	Daily Local News	advertising	517.62
12/12/2011	11750	H.A. Berkheimer	EIT commission	43.54
12/12/2011	11751	Lancaster Farmland Trust	property monitoring/baseline	2,080.00
12/12/2011	11752	Office Basics, Inc.	supplies	453.60
12/12/2011	11753	Oxford Regional Emergency Management	2011 dues	200.00
12/12/2011	11754	Phoneamerica Corp	service agreement	606.64
12/12/2011	11755	PitneyBowes	postage machine	42.98
12/12/2011	11756	PSATS	dues/subscriptions/CDL program	2,102.00
12/12/2011	11757	Ragan Engineering	engineering fees	1,545.26
12/12/2011	11758	Toshiba Business Solution STE 180	color copies	73.02
12/12/2011	11759	Toshiba Financial Services	maintenance agreement	203.00
12/12/2011	11760	United Inspection Agency, Inc.	building inspector	300.00
12/12/2011	11761	Shock, Charles C	building inspector	958.47
12/12/2011	11762	Hamlin, Suzanne	tax clerk/tax certifications	619.48
12/12/2011	11763	Scott J. Moran	cell phone reimbursement	66.15
12/12/2011	11764	Moran, J. Scott	building inspector	717.60
12/12/2011	11765	Coldiron, John P	4th quarter Supervisor salary	561.12
12/12/2011	11766	Levandowski, Leo M	4th quarter Supervisor salary	561.12
12/12/2011	11767	Lobley, Edwin	4th quarter Supervisor salary	561.12
12/12/2011	11768	Reynolds, Percy E	4th quarter Supervisor salary	561.12
12/12/2011	11769	Turns (Supervisor), Gene	4th quarter Supervisor salary	561.12
12/12/2011	11770	John Reynolds	Emergency Mgmt Fee	500.00
12/12/2011	11771	Winifred Moran Sebastian	solicitor fees	1,087.50
12/12/2011	11772	International Salt Co, LLC	salt	6,099.57
				<b>36,119.33</b>

**East Nottingham Township  
Bills for Approval  
December 12, 2011**

<b>Open Space Fund:</b>			
12/12/2011	249	H.A. Berkheimer	commission <b>43.07</b>
<b>Escrow Fund:</b>			
12/12/2011	345	Conrad O'Brien P.C.	solicitor fees <b>544.00</b>
<b>Supplemental Checks:</b>			
11/1/2011	11619	Keystone Health Plan East	health insurance 3,873.60
11/1/2011	11620	Lincoln National Life Insurance Company	life insurance 217.50
11/1/2011	11621	Nextel	cell phones 234.38
11/1/2011	11622	PECO	electric 551.87
11/1/2011	11623	Verizon	phones 611.31
11/3/2011	ACH	PA Dept. of Revenue	state tax deposit 367.93
11/3/2011	11631	Engle Printing & Publishing Company, Inc.	advertising 73.20
11/3/2011	11632	PSATS	roadworker seminar 140.00
11/8/2011	ACH	941 Federal Tx Dep	federal tax deposit 1,825.62
11/15/2011	ACH	941 Federal Tx Dep	federal tax deposit 1,668.43
11/17/2011	11694	Joyce Krauss	cleaning 150.00
11/17/2011	11695	U.S. Postal Service	postage 44.00
11/17/2011	11696	Cameron's Hardware & Supply, Inc.	supplies 200.00
11/17/2011	11697	Deer Park	water 80.10
11/18/2011	ACH	PA Dept. of Revenue	state tax deposit 462.91
11/21/2011	ACH	941 Federal Tx Dep	federal tax deposit 2,148.10
11/21/2011	11698	AFLAC	employee paid health insurance 391.04
11/28/2011	ACH	941 Federal Tx Dep	federal tax deposit 1,532.04
			<b>14,572.03</b>
<b>Supplemental Checks-Open Space:</b>			
11/25/2011	ACH	Wells Fargo	interest <b>14,401.51</b>