

AGENDA
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
NOVEMBER 19, 2013

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Public Comment**
- IV. Approve Agenda**
 - ** Mark Deimler- Stormwater Management Ordinance**
- V. Executive Session- None**
- VI. Minutes for Review- copies on table for review**
 - 1)- October 15, 2013- Regular Meeting**
- VII. Treasurer's Report-**
- VIII. Road Report-**
- IX. Zoning Report-**
- X. Building Inspector Reports- None**
- XI. Oxford Area Recreation Authority Report-**
- XII. Oxford Area Sewer Authority Report-**
- XIII. Historic Commission Report-**
- XIV. Subdivisions-**
 - * Phyllis D. Proctor Minor Subdivision Plan-Waivers Requested from SALDO:**
 - ✦ Section 22-403.C(1) – Existing Contours**
 - ✦ Section 22-502.11.B – Improvement of Existing Streets**
 - ✦ Section 22-506.1.A – Concrete Markers and Monuments**
 - Recommendation of Plan Approval**

***Frank & Angela Plan- Waivers Requested from SALDO:**

- ✦ Section 22-302.B(2).b – Preliminary Plan
- ✦ Section 22-403.C(1) – Existing Contours
- ✦ Section 22-403.D.14 – Grading PlanSection 22-502.11.B – Improvement of Existing Streets
- ✦ Section 22-506.1.A – Concrete Markers and Monuments

*** Accept Subdivision Plant Withdrawal Letter**
Jahan Sheikholeslami Subdivision Plan (Elkdale Green)

*** Accept Letters of Extension - To be date specific for December 31, 2014**
Wicklow – Final Subdivision Plan

XV. Escrow Reduction- None

XVI. Supervisors-

- 1)- Approve advertising to appoint Barbacane Thornton for 2013 Audit
- 2)- Set mill rate for 2014
- 3)- Set Closeout Meeting Date & approve advertising
- 4)- Carey Bresler- Oxford Public Library Director
- 5)- Adopt Open Space Tax Ordinance
- 6)- Approve Proposed Budget & Approve Advertising
- 7)- Bills For Approval

XVII. Minutes For Approval-

- 1)- Regular Meeting- October 15, 2013

XVIII. Correspondence-

XIX. Recognition of Visitors-

XX. Adjournment-

**MINUTES
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
NOVEMBER 19, 2013**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on November 19, 2013. Those present were: Chairman John P. Coldiron, Vice Chairman Gary Kachnycz, Supervisor Gene Turns, Supervisor Jane Ladley, Supervisor Scott Blum, Solicitor Winifred Sebastian, Secretary Pat Brady, Zoning Officer P.J. Scheese, Treasurer Suzanne Hamlin and guests.

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

Motion made by Chairman Coldiron seconded by Supervisor Ladley to recess the Regular Meeting and open the Hearing on the Earned Income Tax Ordinance.

Aye: 5

Nay: 0

***Public Hearing- 7:00 P.M.**

***7:05 PM Motion made by Chairman Coldiron seconded by Supervisor Blum to adjourn the Hearing and open the Regular Meeting**

Aye: 5

Nay: 0

The Pledge of Allegiance was led by Chairman Coldiron.

A Moment of Silence was observed

Public Comment - None

Approve Agenda-

Motion made by Supervisor Ladley seconded by Vice Chairman Kachnycz to approve the agenda as submitted by the Secretary.

Aye: 5

Nay: 0

***Mark Deimler- Stormwater Management Ordinance-** discussed with the Board the Ordinance and answered questions.

Executive Session- None

Minutes For Review- Chairman Coldiron stated there are copies on the table for review.

Treasurer's Report- The Board reviewed the report. Suzie Hamlin reported East Nottingham's cash assets amounts to \$2,732,546.37 Income received in October \$148,688.12 realized from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of 10/31/2013 is \$722,616.23.

Road Report- The Board reviewed Bill's report. Bill Weaver reported the road crew have been busy with normal maintenance of the township roads, township vehicles and the township building .

Zoning Report- P.J. Scheese gave her report stating there were 4 residential building permits, 2 commercial bldg. permits, 4 zoning permits ,1 demolition permit, 2 sign permits, 2 certificates of occupancy, 1 change in use permit and 1 erosion & sedimentation permit for a total fee collected of \$2,633.75

Motion made by Supervisor Blum seconded by Chairman Coldiron to table the purchasing of computers to next year.

Aye: 5

Nay: 0

Building Inspector Reports- No Report

Oxford Area Recreation Authority Report- Chip Benkey gave the report stating Concord Land Planners will be putting the corner markers in on either side of the stream, the bleachers have been built, and they will be hosting Swinging in the Spring where 20-30 travel teams will be having baseball tournaments at Shelton's Field.

Oxford Area Sewer Authority Report- No Report

Historic Commission Report- No Report

Subdivisions-

* **Phyllis D. Proctor Minor Subdivision Plan-**Waivers Requested from SALDO:

Section 22-403.C(1) – Existing Contours

Section 22-502.11.B – Improvement of Existing Streets

Section 22-506.1.A – Concrete Markers and Monuments

Motion made by Supervisor Blum seconded by Chairman Coldiron to approve waivers 22-403.C (1), 22-502.11.B, and 22-506.1.A

Aye: 4

Nay: 1 (Turns)

* Recommendation of Plan Approval-

Motion made by Supervisor Ladley seconded by Vice Chairman Kachnycz to approve the Plan

Aye: 4

Nay: 1 (Turns)

* **Frank & Angela Thompson Lobb Plan -** Waivers Requested from SALDO:

Section 22-302.B(2).b – Preliminary Plan

Section 22-403.C(1) – Existing Contours

Section 22-403.D.14 – Grading Plan

Section 22-502.11.B – Improvement of Existing Streets

Section 22-506.1.A – Concrete Markers and Monuments

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Motion made by Supervisor Blum seconded by Supervisor Ladley to approve waivers 22-302.B(2).b, 22-403.C(1), 22-403.D.14 & 22-502.11.B

Aye: 5 Nay: 0

Motion made by Supervisor Blum seconded by Chairman Coldiron to approve waiver 22-506.1.A

Aye: 4 Nay: 1 (Turns)

*** Accept Subdivision Plant Withdrawal Letter-** Jahan Sheikholeslami Subdivision Plan - Motion made by Vice Chairman Kachnycz seconded by Supervisor Blum to accept the withdrawal letter and return any remaining escrow.

Aye: 5 Nay: 0

*** Accept Letters of Extension -** To be date specific for December 31, 2014
Wicklow – Final Subdivision Plan

Motion made by Supervisor Blum seconded by Supervisor Turns to accept the letter of extension for Wicklow date specific for December 31, 2013.

Aye: 5 Nay: 0

Escrow Reduction- None

Supervisors-

1)- Approve advertising to appoint Barbacane Thornton for 2013 Audit-

Motion made by Chairman Coldiron seconded by Supervisor Turns to approve advertising to appoint Barbacane Thornton for the 2013 Audit.

Aye: 5 Nay: 0

2)- Set mill rate for 2014-

Motion made by Chairman Coldiron seconded by Supervisor Ladley to set the mill rate at zero.

Aye: 5 Nay: 0

3)- Set Closeout Meeting Date & approve advertising-

Motion made by Chairman Coldiron seconded by Supervisor Turns to set the Closeout Meeting Date for 12/30/2013 at 2: 00 P.M. and approve advertising.

Aye: 5 Nay: 0

4)- Carey Bresler- Oxford Public Library Director- thanked the Board for their generous donation and also discussed some of the new additions to the Library.

5)- Adopt Open Space Tax Ordinance-

Motion made by Chairman Coldiron seconded by Supervisor Ladley to adopt Ordinance #2013-29, The Open Space Tax Ordinance.

Aye: 5 Nay: 0

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6)- Approve Proposed Budget & Approve Advertising-

Motion made by Supervisor Blum seconded by Supervisor Ladley to approve the Budget and authorize advertising. The budget will be available for review in the office for 20 days after advertising.

Aye: 5

Nay: 0

7)- Bills For Approval-

Motion made by Supervisor Blum second by Vice Chairman Kachnycz to approve the Bills to be paid except check #13722 for \$900.00 to Conrad O'Brien P.C..

Aye: 5

Nay: 0

Minutes For Approval-

1)- Regular Meeting, October 15, 2013

Motion made by Supervisor Ladley seconded by Vice Chairman Kachnycz to table the Minutes, as they need to be corrected until the December Regular BOS Meeting.

Aye: 5

Nay: 0

Correspondence-

- * Union Fire Company No. 1 Incident List 9/1-9/30/2013
- * PSATS News Bulletin October/November 2013
- * State Police Statistics 10/1- 10/31/2013
- * SCC Refuse Authority- Annual Financial Report
- * PSATS Legal Defense Partnership Fall 2013
- * Letter from Peco dated 11/1/13 Re: Reference Guide for Public Officials
- * PSATS Annual President's Leadership Award
- * letter dated 10/24/13 from Brutscher, Foley, Millier & Land Re: App. of State Street
- * letter dated 10/25/13 from CWA Re: Distribution System Flushing
- * letter dated 10/21/13 from DVRPC Re: Connections 2040 Plan for Greater Philadelphia
- * letter from Armstrong Cable Re: Business telephone needs
- * email dated 11/5/13 from Winifred Sebastian Esq. Re: Coates property
- * OASA agendas, treasurers report, executive directors report, memos, project status report

Recognition of Visitors-

* Pat Brady asked the Board if they would consider giving the employees off the day after Thanksgiving and the day after Christmas as paid holidays.

Motion made by Supervisor Turns seconded by Chairman Coldiron to approve the request as stated above.

Aye: 4

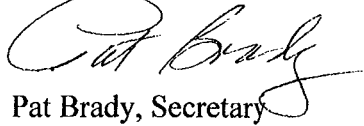
Nay: 1 (Kachnycz)

Adjournment- Motion made by Chairman Coldiron seconded by Supervisor Ladley to adjourn the meeting at 8:53P.M..

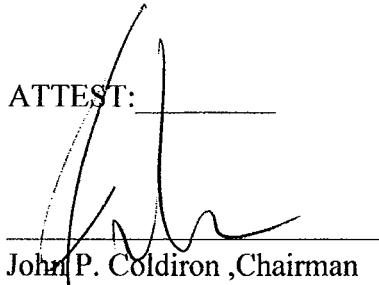
Aye: 5

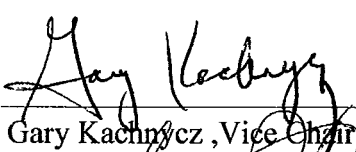
Nay: 0

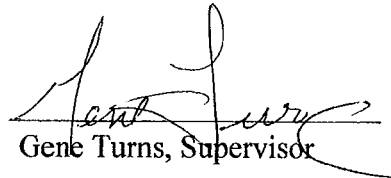
Respectfully Submitted,

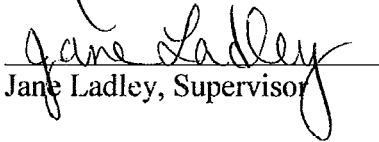

Pat Brady, Secretary

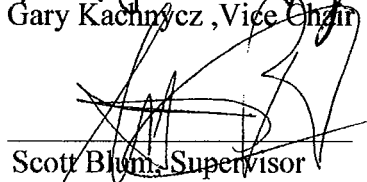
ATTEST:


John P. Coldiron, Chairman


Gary Kachnycz, Vice Chair


Gene Turns, Supervisor


Jane Ladley, Supervisor


Scott Blum, Supervisor

GENERAL FUND BALANCE 9/30/2013

715,939.67

BILLS PRESENTED FOR PAYMENT 10/15/2013
WEEKLY PAYROLL FOR OCTOBER

100,021.94
24,438.17

Date	Number	Payee	Payment	
10/1/2013	ACH	Keystone Health Plan East	4,689.72	
10/1/2013		13578 Engle Printing & Publishing Company, Inc.	117.00	
10/1/2013		13579 Lincoln National Life Insurance Company	435.91	
10/1/2013		13580 PECO	396.08	
10/1/2013		13581 PitneyBowes	21.49	
10/1/2013		13582 Verizon	729.69	
10/1/2013		13583 Chester County 2020	270.00	
10/2/2013		13591 Engle Printing & Publishing Company, Inc.	-	
10/3/2013	ACH	PA Dept. of Revenue	482.73	
10/4/2013	ACH	941 Federal Tx Dep	1,615.32	
10/5/2013	ACH	National Penn Bank	5.00	
10/10/2013		13599 Joyce Krauss	150.00	
10/14/2013	ACH	941 Federal Tx Dep	1,594.68	
10/16/2013	ACH	PA Dept. of Revenue	383.28	
10/17/2013		13649 Joyce Krauss	90.00	
10/17/2013		13650 Mills, Robert	206.25	
10/17/2013		13651 Deer Park	114.65	
10/18/2013	ACH	941 Federal Tx Dep	2,435.80	
10/18/2013		13652 AFLAC	80.60	
10/24/2013	ACH	IBackup	99.50	
10/24/2013		13660 Moran, Roger	65.83	
10/24/2013		13661 Stahl, Keith E	65.83	
10/24/2013		13662 Taylor, Joseph R.	65.83	
10/28/2013	ACH	941 Federal Tx Dep	1,753.84	
10/30/2013	ACH	PA UC FUND	57.24	
10/30/2013	ACH	Keystone Collections Group	1,225.94	
10/31/2013	ACH	Intuit	299.95	
10/31/2013		13670 Joyce Krauss	150.00	
10/31/2013		13671 U.S. Postal Service	46.00	
			<u>17,648.16</u>	17,648.16
		AMOUNT EXPENDED		142,108.27
		FUNDS DEPOSITED DURING OCTOBER 2013		148,688.12
		VOIDED CHECK # 13355		95.71
		GENERAL FUND BALANCE 10/31/2013		722,616.23

**East Nottingham Township
Bills for Approval
November 19, 2013**

Date	Number	Payee	Description	Payment
11/19/2013	13696	Alger Oil, Inc	fuel	603.05
11/19/2013	13697	Aramark	uniforms	890.27
11/19/2013	13698	FreCom	parts	90.00
11/19/2013	13699	Independence Construction Materials	rice for salt	306.06
11/19/2013	13700	Lawson Products, Inc.	parts	685.14
11/19/2013	13701	Montage Enterprises Inc.	parts	175.76
11/19/2013	13702	Mt. Rocky Trucking	inspections	464.00
11/19/2013	13703	Oatman Tree Service	tree takedown	3,000.00
11/19/2013	13704	Oceanport, LLC	salt	5,108.54
11/19/2013	13705	Oxford Napa Auto Parts	parts	29.92
11/19/2013	13706	Pennsylvania One Call System, Inc.	communications	55.90
11/19/2013	13707	PSATS CDL PROGRAM	random drug test-Blevins	60.00
11/19/2013	13708	Smoker Fabricating, LLc	supplies	36.80
11/19/2013	13709	Stephenson Equipment	parts	154.69
11/19/2013	13710	TBS Industries Inc.	electronics recycling	2,245.10
11/19/2013	13711	Advantage Financial Services	DocStar	337.74
11/19/2013	13712	Allied Administrators for Delta Dental	dental insurance	119.16
11/19/2013	13713	Brutscher, Foley, Milliner & Land, LLP	zoning hearing	1,436.70
11/19/2013	13714	Carter & Son Lawncare, Inc.	112 Amber Dr	750.00
11/19/2013	13715	Carter & Son Lawncare, Inc.	193 Darlington Circle	275.00
11/19/2013	13716	Carter & Son Lawncare, Inc.	164 Wilson Drive	250.00
11/19/2013	13717	Carter & Son Lawncare, Inc.	193 Darlington Circle	275.00
11/19/2013	13718	Chester County SPCA	Annual Contract	3,547.00
11/19/2013	13719	Commonwealth of Pennsylvania	non-vested annuity cancellation	2,021.63
11/19/2013	13720	Conrad O'Brien P.C.	solicitor fees	1,116.00
11/19/2013	13721	Conrad O'Brien P.C.	Hopewell Ridge/Wyndham Creek	594.00
11/19/2013	13722	Conrad O'Brien P.C.	Ladley lawsuit	900.00
11/19/2013	13723	Daily Local News	advertising	791.41
11/19/2013	13724	Deer Park	water	69.90
11/19/2013	13725	Ehrlich	pest control	85.67
11/19/2013	13726	H.A. Thomson Co.	treasurer bond	2,372.00
11/19/2013	13727	Imagenet/docSTAR	anti-virus	153.69
11/19/2013	13728	Karasch & Associates	zoning hearing	148.35
11/19/2013	13729	Neighborhood Services	2013 Donation	1,000.00
11/19/2013	13730	Office Basics, Inc.	supplies	74.60
11/19/2013	13731	Oxford Senior Center	2013 Donation	2,500.00
11/19/2013	13732	Penn Container	fall trash day	2,100.00
11/19/2013	13733	Phoneamerica Corp	annual service contract	734.03
11/19/2013	13734	PitneyBowes	postage	107.99
11/19/2013	13735	Solanco Engineering Associates	BCO/engineering fees	1,401.25
11/19/2013	13736	T & C Fencing & Mowing	1902 TwinHouse Rd	125.00
11/19/2013	13737	Toshiba Financial Services	maintenance contract	203.00
11/19/2013	13738	TSDI Corp.	computer repair	140.00
11/19/2013	13739	Zee Medical Service Co.	supplies	414.11
11/19/2013	13740	Ralph Denlinger	reimbursement Historic Commission	499.98
11/19/2013	13741	Hamlin, Suzanne	tax clerk	500.68
11/19/2013	13742	PJ Scheese	mileage	26.55
11/19/2013	13743	William C. Weaver	backhoe rental	400.00

East Nottingham Township
Bills for Approval
November 19, 2013

11/19/2013	13744 Winifred Moran Sebastian	solicitor fees	2,235.00
			<u>41,710.67</u>
Escrow Fund:			
11/19/2013	399 Conrad O'Brien P.C.	solicitor fees	1,008.00
11/19/2013	400 Solanco Engineering Associates	engineering fees	427.50
			<u>1,435.50</u>
Supplemental Checks:			
10/1/2013	ACH Keystone Health Plan East	Health Insurance	4,689.72
10/1/2013	13578 Engle Printing & Publishing Company, Inc	advertising	117.00
10/1/2013	13579 Lincoln National Life Insurance Company	Life Insurance	435.91
10/1/2013	13580 PECO	electric	396.08
10/1/2013	13581 PitneyBowes	postage machine rental	21.49
10/1/2013	13582 Verizon	phones	729.69
10/1/2013	13583 Chester County 2020	R.Stewart Master Planner Course	270.00
10/2/2013	13591 Engle Printing & Publishing Company, Inc	VOID:	-
10/3/2013	ACH PA Dept. of Revenue	state tax deposit	482.73
10/4/2013	ACH 941 Federal Tx Dep	federal tax deposit	1,615.32
10/5/2013	ACH National Penn Bank	e-cash manager fee	5.00
10/10/2013	13599 Joyce Krauss	cleaning	150.00
10/14/2013	ACH 941 Federal Tx Dep	federal tax deposit	1,594.68
10/16/2013	ACH PA Dept. of Revenue	state tax deposit	383.28
10/17/2013	13649 Joyce Krauss	windows/doors	90.00
10/17/2013	13650 Mills, Robert	refund permit fees	206.25
10/17/2013	13651 Deer Park	water	114.65
10/18/2013	ACH 941 Federal Tx Dep	federal tax deposit	2,435.80
10/18/2013	13652 AFLAC	employee paid health insurance	80.60
10/24/2013	ACH IBackup	computer back-up-zoning officer	99.50
10/24/2013	13660 Moran, Roger	State Street Products	65.83
10/24/2013	13661 Stahl, Keith E	State Street Products	65.83
10/24/2013	13662 Taylor, Joseph R.	State Street Products	65.83
10/28/2013	ACH 941 Federal Tx Dep	federal tax deposit	1,753.84
10/30/2013	ACH PA UC FUND	3rd quarter 2013	57.24
10/30/2013	ACH Keystone Collections Group	3rd quarter 2013	1,225.94
10/31/2013	ACH Intuit	payroll service	299.95
10/31/2013	13670 Joyce Krauss	cleaning	150.00
10/31/2013	13671 U.S. Postal Service	postage	46.00
			<u>17,648.16</u>
Supplemental Checks-Open Space			
10/25/2013	ACH Wells Fargo	interest	988.86