

**AGENDA  
EAST NOTTINGHAM TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
SEPTEMBER 8, 2008**

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approve Agenda**
- IV. Public Comment on Agenda**
- V. Executive Sessions-**
  - 1)- August 12, 2008 , BOS, PJ & Solicitor Helen Esbenshade Re: Fee Schedule**
- VI. Minutes for Review- copies on table for review**
  - 1)- Regular Meeting, August 11, 2008**
  - 2)- Public Hearing, August 11, 2008**
  - 3)- Special Meeting, August 18, 2008**
- 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. Welcome Committee Report-**

**XVIII. Police Study Committee Report-**

**XIX. Letter of Credit Releases-**

- 1)- Twin Ponds, escrow release #22 (Phase II) for \$123.78
- 2)- Woods at Nottingham, escrow release #25 for \$123.78
- 3)- Century Oak, escrow release #26 for \$123.78

**XX. Subdivisions- Letters of Extension**

**Date specific for December 15, 2008**

- **Andy L. & Ruth King Minor Subdivision Plan**
- **Timothy Bishop Minor Subdivision Plan**
- **Reserves of Dunlap Preliminary Subdivision Plan**
- **Elizabeth Miller Preliminary Subdivision Plan**

**Date specific for January 16, 2009**

- **Wicklow Final Subdivision Plan**

**XXI. Supervisors-**

- 1)- **Armstrong Cable Agreement & Ordinance**
- 2)- **Holding /Retaining Tank Ordinance**
- 3)- **On Lot Sewage Maintenance Ordinance**
- 2)- **Schedule & Authorize Advertising of Fall Clean Up- 10/17 & 10/18**
- 3)- **Supervisors approve Ron Ragan to update Open Space Map**
- 4)- **SCCEMS Presentation to Township**
- 5)- **Lincoln University Police Proposal**
- 6)- **Bills for Approval**

**XXII.Minutes For Approval-**

- 1)- **BOS Regular Meeting, August 11, 2008**
- 2)- **BOS Public Hearing, August 11, 2008**
- 3)- **BOS Special Meeting, August 18, 2008**

**XXIII. Correspondence-**

**XXIV. Recognition of Visitors-**

**XXV. Adjournment-**

**MINUTES  
EAST NOTTINGHAM TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
SEPTEMBER 8, 2008**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on September 8, 2008. Those present were: Chairman Leo M. Levandowski, Vice-Chairman Michael P. Miller, Supervisor Percy Reynolds, Supervisor Gene Turns, Supervisor Charles D. Shelton, Treasurer Suzanne Hamlin, Zoning Officer P.J. Scheese, Secretary Pat Brady, Solicitor Winifred M. Sebastian, Solicitor Alan Novak and guests.

**The Meeting was called to order at 7: 02 P.M..**

**The Pledge of Allegiance** was led by Vice- Chairman Miller.

**Approve Agenda-** Chairman Levandowski amended the agenda by changing from the Supervisors section #3,2 & 1 to Agenda #5, 6 & 7.

Motion made by Vice- Chairman Miller seconded by Supervisor Reynolds to add to the agenda under Supervisors, Codification and also Open Space Recreation Environmental Resource Plan

Aye: 5

Nay: 0

**Public Comment Agenda-** None

**Holding/Retaining Tank Ordinance-** Motion made by Vice-Chairman Miller seconded by Supervisor Turns to adopt the Holding/Retaining Tank Ordinance #15-2008.

Aye: 5

Nay: 0

**On Lot Sewage Maintenance Ordinance-** Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to adopt the On Lot Sewage Maintenance Ordinance #15-2008.

Aye: 5

Nay: 0

**Armstrong Cable Agreement & Ordinance-** Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to sign the Agreement and adopt Ordinance #17-2008.

Aye: 5

Nay: 0

**Executive Sessions-** Chairman Levandowski stated on August 12, 2008, the Board of Supervisors, P.J. Scheese & Solicitor Helen Esbenshade met concerning the Fee Schedule.

**Minutes For Review-** Chairman Levandowski stated copies of the Minutes are available on the table for review and the Minutes will be approved later in the meeting.

\*tape change

**Treasurer's Report-** Suzie Hamlin gave the report stating that East Nottingham's cash assets amount to \$5,025,624.85. Bills presented for payment from the General Fund totals \$62,919.02. Income received for August 2008 totals \$97,819.62 realized from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of 8/31/08 is \$68,004.52.

**Road Report-** Bill Weaver, Road Master stated the crew have been busy widening Mt. Pleasant Road . Mt. Pleasant Road will be paved the 3d week of September.

**Zoning Report-** P.J. Scheese gave her report. The Supervisors advised P.J. to go ahead with enforcement notice regarding Tweed Road.

**Building Inspector Report-** The Supervisors reviewed Charlie Shocks report.

**Comprehensive Plan Committee Report-** Supervisor Reynolds stated their last meeting was at Lower Oxford on 8/27/08 at which time they voted on Recommendations.

**Oxford Area Recreation Authority Report-** Joe Bauer gave the report stating they did not have a meeting last month. The next meeting will be Thursday, September 11, 2008 at 6:30 P.M.. at the Oxford Library. The Plans are still in the works for Phase I .

**Oxford Area Sewer Authority Report-** No Report

**Open Space Committee Report-** Supervisor Shelton asked Suzie Hamlin to contact Ron Ragan concerning doing a map of all land that has been preserved in the Township.

**Historic Commission Report-** No Report

**Newsletter Committee Report-** Supervisor Reynolds stated that he and P.J. met with Bill Page and the Newsletter will be on the web site shortly.

**Welcome Committee Report-** Supervisor Turns stated 15 letters have been sent.

**Police Study Committee Report-** No Report

**Letter of Credit Releases-** Motion made by Supervisor Reynolds seconded by Vice-Chairman Miller to approve the letters of credit releases as follows:

- 1)- Twin Ponds, escrow release #22(Phase II) for \$123.78
- 2)- Woods at Nottingham, escrow release #25 for \$123.78
- 3)- Century Oak, escrow release #26 for \$123.78

Aye: 5

Nay: 0

**Subdivisions- Letters of Extension, Date specific for December 15, 2008**

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant the letters of extension to expire on December 15, 2008 as follows:

- Andy L. & Ruth King Minor Subdivision Plan
- Timothy Bishop Minor Subdivision Plan
- Reserves of Dunlap Preliminary Subdivision Plan
- Elizabeth Miller Preliminary Subdivision Plan

Aye: 5

Nay: 0

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant the following letter of extension expiring January 16, 2009.

- Wicklow Final Subdivision Plan

Aye: 5

Nay: 0

\*tape change 8:40 P.M.

**Supervisors-**

- **Schedule & Authorize Advertising Fall Clean Up, 10/17 & 10/18/2008-** Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to authorize the Secretary to advertise for Fall Clean Up Day and also put it on the web site.

Aye: 5

Nay: 0

Supervisor asked Pat Brady, Secretary to contact our Solicitor regarding residents who go into the dumpsters and the township liability.

- **SCCEMC Presentation to Township-** Robert Hotchkiss, Chief Executive Officer for SCCEMS presented the Township with a plaque in recognition of our support and funding .
- **Lincoln University Police Proposal-** Chairman Levandowski stated the Township will not be entertaining starting up a Police Department at this time.
- **Bills For Approval-** Suzie Hamlin asked to add the following bills:
  - 1) United Inspection- \$360.00
  - 2)- P.J. Scheese for mileage \$41.83

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Suzie Hamlin requested to take off check #8244, Page Associates for \$240.00 making the new total \$62,919.02.

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve the bills to be paid as presented by the Treasurer with the additions and deletion stated above.

Aye: 5

Nay: 0

Suzie Hamlin requested approval from the Board to send the Oxford Library our yearly donation of \$10,000..

Motion made by Vice-Chairman Miller seconded by Supervisor Turns to approve sending the donation to the Library.

Aye: 5

Nay: 0

**Codification-** Vice-Chairman Miller requested to have Ken come in and explain some of the questions the Board has and also advise what the next steps are. A Meeting will be set up by P.J. for 9/23/08 at 6:00 P.M..

**Open Space Recreation Environmental Resource Plan-** put on work session agenda for 9/15/08 .

**Minutes for Approval-** Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to accept and approve the Minutes as presented by the Secretary as follows:

- 1)- BOS Regular Meeting, August 11, 2008, Chairman Levandowski not present
- 2)- BOS Public Hearing, August 11, 2008, Chairman Levandowski not present
- 3)- BOS Special Meeting, August 18, 2008

Aye: 5

Nay: 0

**Correspondence-**

- pamphlet from OSHA on workplace safety
- Letter from Walters Group
- Letter from Greater Philadelphia Chamber of Commerce
- Letter from Barry Isett regarding PA Uniform Construction Code
- Newsletter, Natural Lands
- Letter CC Commissioners- Municipal Acquisition Grant Program Round 21
- Letter Oxford Presbyterian Church, Christmas food box project
- LTAP Newsletter Fall 2008
- PSATS Townships Today Newsletter

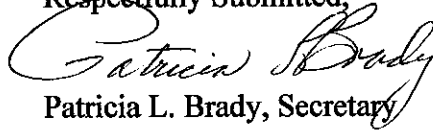
**Recognition of Visitors-** No Comments

**Adjournment-** Motion made by Vice-Chairman Miller seconded by Supervisor Turns to adjourn the meeting at 9:13 P.M.


Aye: 5

Nay: 0

Respectfully Submitted,

  
Patricia L. Brady, Secretary

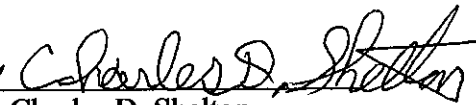
ATTEST: 

  
Leo M. Levandowski  
Chairman

  
Michael P. Miller  
Vice-Chairman

  
Percy Reynolds  
Supervisor

  
Gene Turns  
Supervisor

  
Charles D. Shelton  
Supervisor

**East Nottingham Township  
Bills for Approval  
September 8, 2008**

<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Description</b>	<b>Payment</b>
9/8/2008	8219	Alger Oil, Inc	fuel	1,529.78
9/8/2008	8220	Aramark	uniforms	554.93
9/8/2008	8221	Cameron's Inc.	supplies	359.83
9/8/2008	8222	Farm Plan	supplies	146.42
9/8/2008	8223	Independence Construction Materials	2A modified	9,468.80
9/8/2008	8224	Lawson Products, Inc.	parts	54.00
9/8/2008	8225	Oxford Auto Parts	parts	102.48
9/8/2008	8226	Petro's Custom Concrete	concrete	5,860.00
9/8/2008	8227	Sherwin Williams Co.	paint	1,710.00
9/8/2008	8228	Smoker Fabricating, LLc	parts	45.45
9/8/2008	8229	Accent Printing & Graphics	newsletters	1,043.85
9/8/2008	8230	Allied Waste Services #319	trash removal	63.33
9/8/2008	8231	Armstrong One Wire	internet	39.95
9/8/2008	8232	Chester County SPCA	animal control	60.00
9/8/2008	8233	Chester Water Authority	fire hydrants	11,761.20
9/8/2008	8234	Chili's Inspection Services	building inspector	770.00
9/8/2008	8235	Companion Life Insurance Company	life insurance	405.00
9/8/2008	8236	Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	6,022.50
9/8/2008	8237	Daily Local News	advertising	992.70
9/8/2008	8238	Keystate Publishers, Inc	codification agreement	1,920.89
9/8/2008	8239	MMPMET	health insurance	4,003.92
9/8/2008	8240	National Notary Association	membership renewal-PJ Scheese	52.00
9/8/2008	8241	Office Basics, Inc.	office supplies	21.60
9/8/2008	8242	Office Depot	office supplies	110.13
9/8/2008	8243	Oxford Medical Center	drug testing-Reynolds	45.00
9/8/2008	8244	Page Associates, Inc.	Web-site hosting	240.00
9/8/2008	8245	PPL Gas Utilities	gas	19.44
9/8/2008	8246	PSATS CDL PROGRAM	random drug screen	120.00
9/8/2008	8247	Ragan Engineering	engineering fees	1,911.82
9/8/2008	8248	Stantec Consulting Services Inc.	engineering fees	332.00
9/8/2008	8249	Toshiba America Info Sys Inc.	maintenance agreement	216.09
9/8/2008	8250	William C. Weaver	back hoe rental	2,200.00
9/8/2008	8251	Wyatt Computer Services	part/labor	77.95
9/8/2008	8252	Zee Medical Service Co.	medical supplies	99.55
9/8/2008	8253	United Inspection Agency, Inc.	building inspector	816.00
9/8/2008	8254	Shock, Charles C	building inspector	1,128.80
9/8/2008	8255	Hamlin, Suzanne	tax clerk/tax certifications	658.34
9/8/2008	8256	Winifred Moran Sebastian	solicitor fees	712.50
9/8/2008	8257	Alger Oil, Inc	fuel	1,390.60
9/8/2008	8258	Independence Construction Materials	2A modified	1,234.23
9/8/2008	8259	PA One Call	communication	57.20
9/8/2008	8260	H.A. Berkheimer	EIT commission	1,555.81
9/8/2008	8261	Leo M. Levandowski	3rd Quarter Supervisor Salary	548.62
9/8/2008	8262	Michael P. Miller	3rd Quarter Supervisor Salary	548.62
9/8/2008	8263	Percy E. Reynolds	3rd Quarter Supervisor Salary	548.62
9/8/2008	8264	Charles D. Shelton	3rd Quarter Supervisor Salary	548.62
9/8/2008	8265	Gene Turns	3rd Quarter Supervisor Salary	548.62
				<b>62,657.19</b>

**East Nottingham Township  
Bills for Approval  
September 8, 2008**

**Open Space Fund:**

9/8/2008	164 Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	2,865.00
9/8/2008	165 H.A. Berkheimer	commission	<u>1,495.62</u>
			<b>4,360.62</b>

**Escrow Fund:**

9/8/2008	249 Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	1,080.00
9/8/2008	250 Stantec Consulting Services Inc.	engineering fees	<u>1,263.00</u>
			<b>2,343.00</b>

**State Fund:**

9/8/2008	141 Pennsy Supply	Frog Hollow Road	<b>5,698.57</b>
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**Supplemental Checks-Gen Fund:**

8/1/2008	8117 Nextel	cell phones	220.05
8/1/2008	8118 PECO	electric	619.06
8/4/2008	ACH 941 Federal Tax Deposit	federal tax deposit	1,749.58
8/4/2008	8119 AFLAC	employee paid health insurance	292.88
8/4/2008	8120 Verizon	phones	553.83
8/5/2008	ACH PA Dept. of Revenue	state tax deposit	514.99
8/7/2008	ACH 941 Federal Tax Deposit	federal tax deposit	1,801.22
8/7/2008	8130 Joyce Krauss	cleaning	150.00
8/14/2008	ACH 941 Federal Tax Deposit	federal tax deposit	2,262.14
8/14/2008	8182 Joyce Krauss	cleaning/supplies	171.64
8/20/2008	ACH PA Dept. of Revenue	state tax deposit	433.11
8/22/2008	ACH 941 Federal Tax Deposit	federal tax deposit	1,755.12
8/28/2008	ACH 941 Federal Tax Deposit	federal tax deposit	1,855.42
8/28/2008	8203 Joyce Krauss	cleaning	<u>150.00</u>
			<b>12,529.04</b>

**Supplemental Checks-Open Space**

8/14/2008	163 Elaine Wiley	return application fee	500.00
8/25/2005	ACH Commerce Bank	interest/finance charges	<u>15,911.64</u>
			<b>16,411.64</b>