

**AGENDA
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
FEBRUARY 8, 2010**

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approve Agenda**
- IV. Public Comment on Agenda**
- V. Executive Sessions-**
 - *January 14, 2010, BOS & Pat Re: Personnel Meeting**
 - *January 21, 2010, BOS, CC Economic Committee, Doug Brown(Tom Houghton's Office), Aztec Solar, Re: Informational Mtg. / Solar Company**
 - *January 26, 2010, BOS & Ron Ragan at Herr's**
 - *January 27, 2010, BOS, Joe Bauer, Mike Vitale, Ken Hershey, Winifred Sebastian, Esq. Re: OARA**
- VI. Minutes for Review- copies on table for review**
 - 1)- Organizational Meeting, January 4, 2010**
 - 2)- Regular Meeting, January 4, 2010**
 - 3)- Special Meeting, January 19, 2010**
- 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. Letter of Credit Releases-

- 1)- OARA, Regional Park- escrow release #6 for \$51,270.00
- 2)- OARA, Regional Park- escrow release #7 for \$18,725.50
- 3)- OARA, Regional Park- escrow release #8 for \$954.00
- 4)- Hopewell Ridge- escrow release #31 for \$230.00

XVIII. Subdivisions -

- I. **Oxford Hollow Associates-* SALDO Waiver Requested:**
From section 502.12.E- requiring the cartway edge at street intersections to be rounded by a tangential arc with a minimum radius of 25 feet for local streets and 30 feet for major streets.
* Request for preliminary plan approval conditional on clean review
Letter from Stantec.
- II. **Preserves at White Oak Farm Preliminary Subdivision Plan**
➤ Letter of plan withdrawal
- III. **Letter of Extension Requests**
 - To be date specific for May 16, 2010
➤ Elizabeth S. Miller 5-lot Preliminary Subdivision Plan
 - To be date specific for January 15,2011
➤ Outback Trading Company - L & 2-lot Subdivision Plan
 - Minimum of 6-months from 5-year submission of final plan deadline
➤ Reserves of Dunlap By-Right Preliminary Subdivision Plan
 - Extension in time limit for conditional approval to be date specific for May 15, 2010
➤ Tom Swift Estates Subdivision Plan

XIX. Supervisors-

- 1)- International 10 wheel Dump Truck
- 2)- Open Space Map
- 3)- Toshiba Copier Contract
- 4)- Township Building Security System
- 5)- Personnel Policy
- 6)- Proposal for Addition to Agricultural Security Area
Samuel K. & Priscilla F. Fisher, 589 Woods Rd., Oxford, PA
Parcel #69-7-75, 58 acres
- 7)- Resolution #83-2010 adding the following to ENT Agricultural Security Area:
John G. & Mary F. Stoltzfus
* 699 Media Rd., Oxford, PA- parcel #69-9-21.1, 44.5 acres
* 351 Mt. Olivet Rd., Oxford, PA - parcel #69-9-22, 30.5 acres
- 8)- Update Needs Analysis
- 9)- Appoint Barbacane, Thornton & Company to
conduct audit for calendar year 2009
- 10)- Oxford Hollow Associates
- 11)- Bills For Approval

XX. Minutes For Approval-

- 1) Organizational Meeting, January 4, 2010
- 2) Regular Meeting, January 4, 2010
- 3) Special Meeting, January 19, 2010

XXI. Correspondence-

XXII. Recognition of Visitors-

XXIII. Adjournment-

**MINUTES
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
FEBRUARY 8, 2010**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on February 8, 2010. Those present were: Chairman Leo M. Levandowski, Vice-Chairman Percy Reynolds, Supervisor Charles D. Shelton, Supervisor Eugene Turns, Supervisor John P. Coldiron, Treasurer Suzanne Hamlin, Secretary Pat Brady, Zoning Officer P.J. Scheese and guests.

The Meeting was called to order at 7:01 P.M..

Pledge of Allegiance was led by Vice-Chairman Reynolds.

Approve Agenda- Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve the agenda as submitted by the Secretary.

Aye: 5

Nay: 0

Public Comment On Agenda- None

Executive Sessions- Chairman Levandowski read the following:

- *January 14, 2010, BOS & Pat Re: Personnel Meeting
- *January 21, 2010, BOS, CC Economic Committee, Doug Brown(Tom Houghton's Office)
Aztec Solar, Re: Informational Mtg. / Solar Company
- *January 26, 2010, BOS & Ron Ragan at Herr's
- *January 27, 2010, BOS, Joe Bauer, Mike Vitale, Ken Hershey, Winifred Sebastian, Esq.
Re: OARA

Minutes for Review- Chairman Levandowski stated the Minutes will be discussed later in the Meeting. Copies are on the table for review.

- 1)- Organizational Meeting, January 4, 2010
- 2)- Regular Meeting, January 4, 2010
- 3)- Special Meeting, January 19, 2010

Treasurer's Report- Suzie Hamlin reported East Nottingham's cash assets amounts to \$3,454,556.40. Income received from January totals \$68,394.51 realized from taxes, escrow, court fines, permits, inspection fees, fire hydrant reimbursement and miscellaneous fees. General Fund balance as of January 31, 2010 is \$119,835.92.

Road Report- The Board reviewed the report with no comments.

Zoning Report- P.J. Scheese gave the report stating there was 1 residential bldg. permit issued, 3 zoning permits (w/o bldg. permits issued, 18 certificates of occupancy, 3 change in use & occupancy permits, 3 highway occupancy permits and 1 erosion & sedimentation permit issued. Total Fee Income collected \$1,836.25.

Building Inspector Report- The Board reviewed Charlie Shock's report and no comments were made. Also, reviewed Scott Moran's report, no comments.

Comprehensive Plan Committee Report- Vice-Chairman Reynolds reported their last meeting was at Lower Oxford. They discussed Land Use and that will be the topic again for this month.

Oxford Area Recreation Authority Report- Joe Bauer gave the report stating the Authority discussed the unstable areas due to the storm. Motion made by Supervisor Shelton seconded by Supervisor Turns to have Winifred Sebastian Esquire to do whatever she has to do to resolve the problem the Authority is having & help them get back on the right path.

Aye: 5

Nay: 0

Oxford Area Sewer Authority Report- Joe Scheese gave his report to the Board with no comments.

Open Space Committee Report- Supervisor Shelton advised the Board not to purchase any more ground at this time.

Historic Commission Report- No Report

Newsletter Committee Report- No Report

Letter of Credit Releases-

1)- OARA, Regional Park- escrow release #6 for \$51,270.00

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve escrow release #6 for \$51,270.00.

Aye: 5

Nay: 0

2)- OARA, Regional Park- escrow release #7 for \$18,725.50

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve escrow release #7 for \$18,725.50.

Aye: 5

Nay: 0

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- 3)- OARA, Regional Park- escrow release #8 for \$954.00
Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve escrow release #8 for \$954.00.

Aye: 5 Nay: 0

- 4)- Hopewell Ridge- escrow release #31 for \$230.00
Motion made by Vice- Chairman Reynolds seconded by Supervisor Turns to approve escrow release #31 for \$230.00.

Aye: 5 Nay: 0

Subdivisions-

1. Oxford Hollow Associates- * SALDO Waiver Request:
From section 502.12.E- requiring the cartway edge at street intersections to be rounded by a tangential arc with a minimum radius of 25 feet for local streets and 30 feet for major streets.

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to grant the Waiver requested as read.

Aye: 5 Nay: 0

*Request for Preliminary Plan approval conditional on clean review letter from Stantec.
Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to grant Preliminary Plan approval conditional on clean review letter from Stantec.

Aye: 5 Nay: 0

2. Preserves at White Oak Farm Preliminary Subdivision Plan
Letter of plan withdrawal - No Comment

3. Letter of Extension Requests-
* date specific for May 16, 2010- Elizabeth S. Miller, 5 lot Preliminary Subdivision Plan
* date specific for January 15, 2011- Outback Trading Co., 1 & 2 lot Subdivision Plan
* Minimum of 6 months from 5 year subdivision of final plan deadline
Reserves of Dunlap By-Right Preliminary Subdivision Plan
* Extension in time limit for conditional approval to be date specific for May 15, 2010
Tom Swift Estates Subdivision Plan

Motion made by Vice-Chairman Reynolds seconded by Supervisor Shelton to accept all extension above as read.

Aye: 5 Nay: 0

Supervisors-

- 1) International 10 wheel Dump Truck- Motion made by Vice-Chairman Reynolds seconded by Supervisor Coldiron to approve purchasing through the Costars Program the 10 wheel dump truck with approximate cost of \$150,000..

Aye: 5 Nay: 0

Minutes For Approval-

- 1)- Organizational Meeting, January 4, 2010
- 2)- Regular Meeting, January 4, 2010
- 3)- Special Meeting, January 19, 2010

Motion made by Vice-Chairman Reynolds seconded by Supervisor Turns to approve the Minutes as read above.

Aye: 5

Nay: 0

Correspondence-

- * letter, Chester County Township Officials, Re: Resolutions
- * letter dated 2/1/10 OA High School Re: presenting Beauty & Beast
- * letter dated 1/29/10- House of Representatives, Tom Houghton
- * DVRPC News, Winter Issue
- * letter, CC Assoc. of Townships Re: Spring Convention 3/11/10
- * letter dated 1/27/10 OASA certified copy of OASA amended Articles of Incorporation
- * PSATS, News Bulletin January 2010
- * email, Board of Auditors, Organizational Meeting Minutes for Auditors
- * letter dated 12/30/09, CCR Management Re: Wiltshire at Oxford Homeowners Assoc.

Recognition of Visitors-

* Motion made by Vice-Chairman Reynolds seconded by Supervisor Shelton to put on Work Session Agenda for 2/16/10 to discuss Herr's project with the Planning Commission Members and Jim Gade.

Aye: 5

Nay: 0

* Motion made by Vice-Chairman Reynolds seconded by Supervisor Shelton to have Herr's start an escrow account of \$1,000. & talk to Stantec regarding the up-coming project.

Aye: 5

Nay: 0

* Motion made by Vice-Chairman Reynolds seconded by Supervisor Shelton to ask Jim Gade to attend the 2/16/10 Work Session.

Aye: 5

Nay: 0

* Motion made by Supervisor Shelton seconded by Chairman Levandowski to have Pat advertise for a Special Meeting on 3/3/10 for the BOS to discuss TDR's.

Aye: 5

Nay: 0

* Chairman Levandowski requested that Pat make copies for Joe Bauer & Winifred Sebastian, Esquire of the OARA Cooperative Agreement paperwork.

Adjournment- Motion made by Vice-Chairman Reynolds seconded by Supervisor Shelton to adjourn the Meeting at 10:04 P.M..

Aye: 5


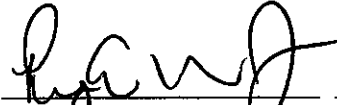



Nay: 0

ATTEST: PB

Respectfully Submitted,



Pat Brady, Secretary


Leo M. Levandowski
Chairman
Percy Reynolds
Vice-Chairman
Charles D. Shelton
Supervisor
Eugene Turns
Supervisor
John P. Coldiron
Supervisor

**East Nottingham Township
Bills for Approval
February 8, 2010**

Date	Number	Payee	Description	Payment
2/8/2010	9743	Alger Oil, Inc	fuel	1,460.39
2/8/2010	9744	Brandywine Auto Parts	parts	336.94
2/8/2010	9745	Cameron's Hardware & Supply, Inc.	supplies	76.11
2/8/2010	9746	CNH CAPITAL	Ag Industrial-part	31.37
2/8/2010	9747	Cumberland Truck	parts	443.36
2/8/2010	9748	FreCom	repair	50.00
2/8/2010	9749	Independence Construction Materials	rice to mix with salt	738.81
2/8/2010	9750	Lancaster Truck Bodies	parts	139.17
2/8/2010	9751	Lawson Products, Inc.	supplies	275.34
2/8/2010	9752	Monterey Refuse Service, Inc.	(3)30Y rolloff-100 Fisher Road	1,531.80
2/8/2010	9753	Mt. Rocky Trucking	clean up & fillin-100 Fisher Road	3,600.00
2/8/2010	9754	Oxford Auto Parts	parts	1,242.90
2/8/2010	9755	Pennsylvania One Call System, Inc.	communications	54.60
2/8/2010	9756	Accent Printing & Graphics	business cards	46.61
2/8/2010	9757	Allied Waste Services #319	trash removal-Dec & Jan	126.66
2/8/2010	9758	Armstrong One Wire	internet	39.95
2/8/2010	9759	CCATO	2010 Dues	220.00
2/8/2010	9760	Central Penn Gas	gas	152.94
2/8/2010	9761	Chester County SPCA	animal control 4th quarter 2009	80.00
2/8/2010	9762	Chester Water Authority	fire hydrants Jan-July 2010	11,761.20
2/8/2010	9763	Chili's Inspection Services	building inspector	935.00
2/8/2010	9764	Companion Life Insurance Company	life insurance	468.50
2/8/2010	9765	Conrad O'Brien P.C.	solicitor fees	1,584.00
2/8/2010	9766	Daily Local News	advertising	613.20
2/8/2010	9767	DCED	state fee for build inspec-4th qtr 2009	80.00
2/8/2010	9768	Ehrlich	pest control	73.00
2/8/2010	9769	FedEx	shipping	23.70
2/8/2010	9770	H.A. Berkheimer	EIT commission Dec & Jan	1,590.06
2/8/2010	9771	MMPMET	health insurance Jan & Feb	7,510.08
2/8/2010	9772	National Notary Association	insurance renewal-PJ Scheese	21.00
2/8/2010	9773	Office Basics, Inc.	supplies	106.45
2/8/2010	9774	Office Depot	supplies	67.86
2/8/2010	9775	PitneyBowes	postage machine rental	21.49
2/8/2010	9776	R-N-J Plaques and Engraving	Hist Comm plaques	28.26
2/8/2010	9777	Ragan Engineering	engineering fees	3,595.50
2/8/2010	9779	Ragan Engineering	Act 537 engineering fees	647.50
2/8/2010	9780	Toshiba Business Solution STE 180	color copies	151.75
2/8/2010	9781	Summers & Zim's, Inc.	service agreement renewal 2010	289.00
2/8/2010	9782	Toshiba Business Solutions	maintenance contract Jan & Feb	432.18
2/8/2010	9783	Union Fire Co. #1- Endowment Fund	3rd & 4th qrts 2009	1,100.00
2/8/2010	9784	United Inspection Agency, Inc.	building inspector	1,075.00
2/8/2010	9786	Jordan, Glenna	auditor wages	21.96
2/8/2010	9787	Moran, J. Scott	building inspector	613.90
2/8/2010	9788	Scott J. Moran	reimbursement	86.05
2/8/2010	9789	Shock, Charles C	building inspector	1,075.74
2/8/2010	9790	Hamlin, Suzanne	tax clerk/tax certifications	592.51
2/8/2010	9791	PJ Scheese	mileage	31.05
2/8/2010	9792	Winifred Moran Sebastian	solicitor fees	1,012.50

**East Nottingham Township
Bills for Approval
February 8, 2010**

2/8/2010	9793 Aramark	uniforms	597.56
2/8/2010	9794 Bayshore Ford truck Sales, Inc	parts	190.59
			<u>47,043.54</u>

Open Space Fund:

2/8/2010	199 H.A. Berkheimer	commission Dec & Jan	1,433.52
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Escrow Fund:

2/8 2010	303 Conrad O'Brien P.C.	solicitor fees	688.00
2/8 2010	304 Stantec Consulting Services	engineering fees	6,060.50
			<u>6,748.50</u>

Supplemental Checks-Gen Fund:

1/1/2010	9677 Nextel	cell phones	204.11
1/1/2010	9678 PECO	electric	716.98
1/1/2010	9679 Verizon	phones	567.12
1/5/2010	9692 cash	petty cash	87.03
1/6/2010 ACH	PA Dept. of Revenue	state tax deposit	744.64
1/7/2010	9700 Joyce Krauss	cleaning	150.00
1/11/2010 ACH	941 Federal Tx Dep	federal tax deposit	2,042.96
1/11/2010	9701 NLS System INC.	security	499.00
1/12/2010	9702 Deer Park	water	51.73
1/13/2010 ACH	Intuit	support	39.00
1/13/2010 ACH	Comptroller of Maryland	4th qrt taxes 2009	573.23
1/14/2010	9710 Stephenson Equipment	tractor and mower	21,180.00
1/18/2010	9711 PSATS - UC Group Trust	4th qrt taxes 2009	6.75
1/18/2010	9712 PA UC FUND	4th qrt taxes 2009	61.17
1/19/2010 ACH	HAB-EIT	4th qrt taxes 2009	1,449.48
1/19/2010 ACH	941 Federal Tx Dep	federal tax deposit	1,785.94
1/19/2010	9713 AFLAC	employee paid health insurance	463.68
1/20/2010 ACH	PA Dept. of Revenue	state tax deposit	369.17
1/20/2010	9714 Chester County Recorder of Deeds	recording	40.50
1/25/2010 ACH	941 Federal Tx Dep	federal tax deposit	1,554.86
1/26/2010	9722 U.S. Postal Service	postage	44.00
1/28/2010 ACH	941 Federal Tx Dep	federal tax deposit	1,591.74
1/28/2010 Debit	Tech Smith Online Store	support	49.95
1/28/2010	9732 Joyce Krauss	cleaning	150.00
			<u>34,423.04</u>

Supplemental Checks- Open Space

1/25/2010 ACH	Wells Fargo	interest	15,436.82
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