

WEST NOTTINGHAM TOWNSHIP
Board of Supervisor's Meeting Minutes
March 15, 2011

Chairman Eric Todd called the meeting to order at 7:30 p.m. The pledge of allegiance was followed by a moment of silence.

The following were in attendance: Eric Todd, Gerald Cox, Tiffany Bell, Candace Miller, Cynthia King, Sgt. John Smith, Lynn Klingensmith, Jeffery Kirk, and Dennis Byrne.

COMMITTEE REPORTS

Mr. Todd announced that the committee reports are available from the Secretary.

APPROVAL OF MEETING MINUTES

Board of Supervisors Meeting Minutes of February 15, 2011 – Mr. Cox moved to approve the minutes from the Board of Supervisors meeting of February 15, 2011. Mrs. Bell seconded the motion. Motion carried.

EXECUTIVE SESSIONS/INFORMATIONAL MEETINGS

Mrs. Bell and Mr. Todd attended the Recreation Authority monthly meeting.

AGENDA COMMENTS -- There were no comments or additions to the agenda.

OLD BUSINESS

Fuel Bid Award – The Secretary opened the fuels bid from Alger Oil; it was the only bid received. The estimated total contract price for 7000 gallons of diesel, premium unleaded fuels, and heating oil is \$21,933.00. Mr. Todd moved to award the fuel bid to Alger Oil. Mrs. Bell seconded the motion. Motion carried.

Road Oil Bid Announcement – The Board discussed accepting proposals for RC-250 oil to do the skin patching which is usually done in early April. The Board discussed holding a special meeting on April 5 to accept road oil bids. Mr. Todd moved to advertise the RC-250 road oil and 9.5 mm materials bid to be opened and awarded at a special meeting to be held on April 5 at 7:00 p.m. Mrs. Bell seconded the motion. Motion carried.

Paving Bid Announcement – Mr. Todd moved to advertise the Stoney Lane Paving Project bid announcement to be opened on April 12th at the workshop, and to advertise that the Board will hold its regular monthly meeting on April 19th beginning at 7:30 p.m. Mrs. Bell seconded the motion. Motion carried.

Zoning Ordinance Contract – Mr. Todd moved to request an extension of the zoning ordinance update contracts with Chester County and Brandywine Conservancy for an additional 6 months until September 30, 2011. Mr. Cox seconded the motion. Motion carried.

Hughes 2-lot Subdivision – The review period for the Hughes 2-lot subdivision expires at the end of March. To date, an extension letter has not been received from the applicant. Mr. Todd moved to deny the Hughes 2-lot subdivision if a letter granting an extension of the review period is not received by March 31, 2011. Mr. Cox seconded the motion. Motion carried.

NEW BUSINESS

Uncollectable Taxes – Mr. Todd moved to authorize the removal of the tax liens for the tax parcels presented by the Chester County Tax Claim Bureau in their revised February 17, 2011 letter. Mrs. Bell seconded the motion. Motion carried.

Professional Services Escrow Agreement – Mr. Todd moved to enter into the Professional Services Escrow Agreement with Walter Ronald Reid for the Reid Add-on Plan submitted to the township on March 1, 2011. Mr. Cox seconded the motion. DISCUSSION: Mr. Todd told Mrs. King that the township engineer wanted to talk to her about the plan and what is involved in a land transfer. Mr. Todd called for a vote. Motion carried.

Transfer of funds – Mr. Todd moved to authorize the Secretary/Treasure to transfer up to \$40,000 to cover bills and expenses that may arise before the next meeting. Mr. Cox seconded the motion. Motion carried.

FINANCIAL REPORTS

Mr. Todd moved to accept the Treasurer's Report for the period ending February 28, 2011 subject to audit. Mrs. Bell seconded the motion. Motion carried.

Mrs. Bell moved to accept the Bills List for the period February 16 to March 15, 2011, subject to audit. Mr. Todd seconded the motion. DISCUSSION: Mr. Cox wanted to know if the township had received any other lien fees from the tax claim bureau. Mrs. Miller's answer was no. Mr. Todd called for a vote. Motion carried.

Mr. Todd moved to accept the Interim Reconciliation Report for the period ending February 4, 2011, subject to audit. Mr. Cox seconded the motion. Motion carried.

Mr. Todd moved to accept the Reconciliation Report for the period ending February 28, 2011, subject to audit. Mr. Cox seconded the motion. Motion carried.

PUBLIC COMMENT

Mr. Todd asked Mr. Byrne about the status of the "Welcome" signs for the township. Mr. Byrne said he would look into it.

Mr. Byrne announced that this is the 20th anniversary of the Freedom Fest event. Today also marks the 65th birthday of Herr Foods.

Mr. John Reynolds announced that it was time for the NIMS refresher course. Township personnel and elected officials need to stay certified in case of an emergency. He is going to try to schedule a training session for East and West Nottingham Townships.

Police personnel will participate in Act 180 mandatory training in April. The Police Chief has requested a prepaid Visa to cover the meals instead of paying for it out of his pocket and then seeking reimbursement from the township. He is requesting a \$250 prepaid Visa. Mr. Todd moved to authorize the Secretary to purchase a \$250 prepaid Visa card to be used by the Police for meals during Act 180 training. Mrs. Bell seconded the motion. Motion carried.

ADJOURNMENT

Mr. Cox moved to adjourn the meeting at 8:02 p.m. Mrs. Bell seconded the motion. Motion carried.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer