

**WEST NOTTINGHAM TOWNSHIP**  
**Board of Supervisor's Meeting Minutes**  
**May 17, 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, Tiffany Bell, Candace Miller, Cynthia King, Eugene Twardowski, Chief McIvor, Dennis Byrne, Cynthia Neff, Nancy Cox, George Clardy, Barbara Clardy, Deborah Kinney, Larry Bonham, David Bell, and Carolyn Sacks. Gerald Cox joined the meeting during "New Business".

**COMMITTEE REPORTS**

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

**APPROVAL OF MEETING MINUTES**

**Board of Supervisors Meeting Minutes of April 19, 2011 – Mrs. Bell moved to approve the minutes from the Board of Supervisors meeting of April 19, 2011. Mr. Todd seconded the motion. Motion carried.**

**Workshop Minutes of May 10, 2011 – Mrs. Bell moved to approve the minutes from the workshop held on May 10, 2011. Mr. Todd seconded the motion. Motion carried.**

**EXECUTIVE SESSIONS/INFORMATIONAL MEETINGS** – There were no executive sessions held.

**AGENDA COMMENTS**

Mr. and Mrs. Clardy asked the Board to consider allowing them to create off street parking for 5-10 cars for the apartments located at 20 Old Forge Road. Currently, there is off street parking for 1 car and all other cars must park on the street. Parking in the rear of the building is not possible because of the septic system and lack of room. They feel that the current parking situation is not safe for children and makes snow removal difficult. Mrs. King advised them that the current ordinances do not allow for a parking area like they are proposing and that they should seek a variance from the Zoning Board. Mr. Todd agreed with Mrs. King and said that the MPC doesn't allow the Supervisors to waive zoning ordinances. Mrs. Clardy said that the cost of the hearing was a problem and they were looking at it from a safety aspect. Mr. Todd asked Mrs. King to talk to the township solicitor to see if there was another way to approach the Clardy's request.

**OLD BUSINESS**

**Resolution 4-2011** – Mr. Todd moved to adopt Resolution 4-2011, signifying the intention of township to join the Oxford Area Recreation Authority and to join as a party in the cooperation agreement between member municipalities of the Oxford Area Recreation Authority. Mrs. Bell seconded the motion. Motion carried.

**Application to Join Existing Joint Authority** – Mr. Todd moved to join the Oxford Area Recreation Authority, execute the application, and appoint Tiffany L. Bell to serve on the Board for 4 years. Mrs. Bell seconded the motion. Motion carried.

**Rachel Parker Historical Marker** – Mr. Todd moved to authorize the purchase of the Rachel Parker Historical Marker taking \$1000 from the Historical Commission budget line item and \$1000 from the Supervisors Expense budget line item. Mrs. Bell seconded the motion. Motion carried.

**Fulton Bank Loan Guarantee** – Mr. Twardowski gave a brief summary of the Oxford Area Sewer Authority (OASA) facility expansion plans and the progress of the Act 537 plan updated submitted to the Pennsylvania Department of Environmental Protection (PA-DEP). PA-DEP has issued permits to expand the lagoon and spray fields. Fulton Bank has agreed to provide a bridge loan until the USDA loan is received. Fulton Bank is asking for a guarantee from the member municipalities for a prorated amount of two loans totaling \$17.2 million. In the first year, Fulton Bank will provide a \$10 million tax free loan to the OASA, and a \$7.2 million tax free loan in the second year. Each loan is for 36 months. The annual commitment for the Fulton Bank bridge loan for West Nottingham Township will be \$103,515. Mrs. Bell noted that the soonest anything would happen, would be 3 years. Mr. Todd moved to complete the paperwork for the Fulton Bank bridge loan at the June workshop. Mrs. Bell seconded the motion. DISCUSSION: Mrs. Bell wanted to know if the township would need to issue a bond. Mr. Twardowski's answer was no. Mr. Todd called for a vote. Motion carried. Mrs. Kinney wanted to know if the Act 537 reimbursement would include engineering. Mr. Twardowski said that currently, the municipalities will be reimbursed at 50% for engineering and legal fees.

**Backhoe Warranty** – The Secretary provided additional information on the warranties available for the backhoe. Mrs. Bell and Mr. Todd both agreed to stay with the powertrain only warranty which was approved at the April meeting.

## **NEW BUSINESS**

**Freedom Fest** – Mr. Todd moved to approve the Freedom Fest Permit submitted by Chester County with the conditions that the certificate of insurance is confirmed by the Codes Enforcement Officer and that the site inspections and any special conditions set forth by the Emergency Management Coordinator be met. Mrs. Bell seconded the motion. Motion carried.

**Beltran Land Development Plan Professional Services Escrow Agreement** – Mrs. Bell moved to enter into Professional Services Escrow Agreement with Jose Beltran for the Beltran Land Development Plan and to authorize the secretary to place the money in a separate escrow account. Mr. Todd seconded the motion. Motion carried.

Mr. Cox joined the meeting.

**PennDOT Agility Agreement** – Mrs. Bell wanted to take some time to look over the PennDOT agility agreement. Mrs. Bell moved to table it until the June meeting. Mr. Todd seconded the motion. Motion carried.

**Police Car** – Mrs. Bell moved to transfer funds from the carryover savings account to the general fund checking account to cover the cost of the police car and the equipment to outfit it. Mr. Todd seconded the motion. Motion carried.

**OARA fees** – Mrs. Bell moved to transfer the necessary funds from the General Fund Savings account to the General Fund Checking account to cover the cost of the legal fees to join the Oxford Area Recreation Authority. Mr. Todd seconded the motion. Motion carried.

**Software Maintenance Fee** – Mr. Todd moved to pay for the monthly software maintenance fee for the Tax Collection Software offered by MTS for the remainder of the year and to re-evaluate at the end of the year for the next calendar year. Mrs. Bell seconded the motion. Motion carried. The software is free of charge and the monthly software maintenance fee is \$30 and covers unlimited support calls.

**Growing Greener Proposed Resolution** – Mr. Cox moved to table the Growing Greener Proposed Resolution from Franklin Township until the June meeting. Mr. Todd seconded the motion. Motion carried.

**Transfer of funds to General Fund** – Mr. Todd moved to authorize the Secretary/Treasurer to transfer up to \$30,000 to cover bills and expenses that may arise before the next meeting. Mrs. Bell seconded the motion. Motion carried.

**Transfer of funds to Savings** – Mr. Todd moved to authorize the Secretary/Treasurer to transfer up to \$20,000 to the savings account if the funds are not needed to meet bills and expenses prior to the June meeting. Mrs. Bell seconded the motion. Motion carried.

**Speed on West Ridge and Fremont Roads** – The Road Master has asked the Board to consider reducing the speed on West Ridge and Fremont Roads in light of the recent land development plan submitted by Jose Beltran. The request will be submitted to the township engineer for consideration in his review.

### **FINANCIAL REPORTS**

Mr. Todd moved to accept the Treasurer’s Report for the period ending April 30, 2011 subject to audit. Mr. Cox seconded the motion. Motion carried.

Mr. Todd moved to accept the Bills List for the period April 20 to May 17, 2011, subject to audit. Mr. Cox seconded the motion. Motion carried.

Mr. Todd moved to accept the Reconciliation Report for the period ending April 30, 2011, subject to audit. Mr. Cox seconded the motion. Motion carried.

### **PUBLIC COMMENT**

Mrs. Cox said that she wanted to pay the guest registration fee for the PSATS convention. The Secretary will let her know the amount of the guest fee.

Mr. Cox said he received a complaint about the light on Cemetery Road shining into a resident’s window. Maybe the next time Stouch lighting comes this way they can move the light arm.

### **ADJOURNMENT**

Mr. Todd moved to adjourn the meeting at 8:28 p.m. Mr. Cox seconded the motion. Motion carried.

Respectfully Submitted,

Candace Miller  
Secretary/Treasurer