

**WEST NOTTINGHAM TOWNSHIP
Board of Supervisor's Meeting Minutes
September 21, 2010**

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, Patricia Vail, Gerald Cox, Candace Miller, Eugene Twardowski, Robert Johnston, Cynthia King, Chief McIvor, Carolyn Sacks, Stanley Zdrojewski, Neil Pagano, Susan King, L.T. McConnell, Blair Fleischmann, Jerome Scafe, Virginia Scafe, David Ross, and John Kirk.

COMMITTEE REPORTS

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

APPROVAL OF MEETING MINUTES

Board of Supervisors Meeting Minutes of August 17, 2010 – Mrs. Vail moved to approve the minutes from the Board of Supervisors meeting of August 17, 2010. Mr. Cox seconded the motion. Motion carried unanimously.

Agricultural Security Area Hearing Minutes of September 14, 2010 – Mr. Cox moved to approve the minutes from the Agricultural Security Area Hearing held on September 14, 2010. Mrs. Vail seconded the motion. Motion carried unanimously.

Workshop Minutes of September 14, 2010 – Mrs. Vail moved to approve the minutes from the Workshop held on September 14, 2010. Mr. Cox seconded the motion. DISCUSSION: The Secretary will correct the typo “to” to “the” in the PCTI grant motion. Mr. Todd called for a vote. Motion carried unanimously.

EXECUTIVE SESSIONS/INFORMATIONAL MEETINGS

A workshop was held on September 14, 2010 to set the agenda for the regular meeting. An executive session was held after the workshop to discuss a personnel issue.

AGENDA COMMENTS

Virginia Scafe – Mrs. Scafe requested to read a letter to the Board. Mr. Todd asked Mrs. Miller to add Mrs. Scafe to the top of “New Business.”

OLD BUSINESS

Agricultural Security Area (ASA) 7-year Review, Resolution 11-2010: Mr. Cox moved to adopt Resolution 11-2010 approving the 7-year review of the township's ASA and the proposals submitted by Herr Foods, Inc. Mrs. Vail seconded the motion. Motion carried unanimously.

Response letters to the Oxford Area Sewer Authority (OASA) Act 537 Plan: Mrs. Vail moved to approve response letters to individuals who commented on the Act 537 Plan and authorize Eric Todd to sign them. Mr. Cox seconded the motion. Motion carried unanimously.

OASA Act 537 Plan Approval, Resolution 12-2010: Mr. Todd moved to table the vote on Resolution 12-2010 approving the Act 537 plan revision. Mrs. Vail seconded the motion. Motion carried unanimously. Mr. Todd told attendees that the vote on the plan approval was being tabled until some important issues that came up have been addressed.

Zoning Ordinance Update Contract Extension: Mr. Cox moved to approve a 6-month extension for the zoning ordinance contract with Chester County and the TND/TDR contract with the Brandywine Conservancy through March 31, 2011. Mrs. Vail seconded the motion. Motion carried unanimously.

Hughes Subdivision: Mr. Cox moved to grant an extension for the Hughes Subdivision through November 30, 2010. Mr. Todd seconded the motion. Motion carried unanimously.

LED Street Lights: Mr. Todd gave a brief summary of the Board's desire to change the street lights over to LED. Mr. Cox moved to proceed with the purchase of the LED street lights from Stouch Lighting. Mrs. Vail seconded the motion. Motion carried unanimously. Mr. Cox said he thought it would be a good investment for the township.

NEW BUSINESS

Virginia Scafe – Mrs. Scafe read a letter to the Board. She alleged that the township is not sending her mail to the correct address and that she has been contacted by Berkheimer that she owes back taxes with penalties and interest. She also complained that she does not get correspondence regarding her junk yard and that it hasn't been inspected nor has she been contacted by anyone. It was confirmed by the Codes Enforcement Officer that the address on file for Mrs. Scafe and the junk yard is 302 Red Pump Road. Mrs. King said that she has made numerous calls to Mr. and Mrs. Scafe and that her calls were not returned. Mrs. Vail suggested that Mrs. Scafe contact the county to see what address they have on file since the township gets the tax bills from them. Mrs. Miller asked if Mrs. Scafe received the township's newsletter. She said yes. Mrs. Miller said that there is always a reminder about township taxes in every newsletter and that residents are encouraged to contact the tax collector if they are not receiving their tax bills. She told Mrs. Scafe that the tax collector sends the tax bills to the property owner; if she doesn't get one, she should contact him right away. Mrs. Scafe said she would contact the county. She also met with the Codes Enforcement Officer to schedule the inspection of her junk yard.

Collection of Taxes by the Tax Collection Committee: Mr. Todd moved to reject the proposal submitted by the Chester County Tax Collection Committee to collect the Local Services Tax for the township. Mr. Cox seconded the motion. Motion carried unanimously.

Outdoor Event waiver request: Mrs. Vail moved to approve the request submitted by Chester County to waive the application fee and cash bond for the Bark in the Park event at Nottingham County Park on October 2, 2010. Mr. Cox seconded the motion. Motion carried unanimously.

Grant contract for new police vehicle: Mrs. Vail moved to authorize the execution of the grant contract in the amount of \$25,000 for the purchase of a new police vehicle. Mr. Todd seconded the motion. Motion carried unanimously.

Hughes Subdivision: A discussion took place with Mr. Zdrojewski and Mr. Twardowski regarding the Hughes subdivision. Mr. Zdrojewski alleged that the letter Mr. Twardowski sent to Mr. Hughes implied that the property is land locked. Mr. Twardowski said that there is no public access. Mr. Zdrojewski expressed his displeasure that there has been no communication between the Solicitor and Mr. Hughes. Mr. Twardowski said that he would send the memo to Mr. Hughes with the Board's permission. After further discussion, the Board agreed to meet with Mr. Hughes, Mr. Zdrojewski and the Solicitor to discuss the access issue.

Traffic study: Mr. Kirk expressed his concern about the intersection of Fremont and Lees Bridge Roads. He said that he thought there should be a 4-way stop especially since there is an Amish parochial school at the farm on the corner. Mr. Todd moved to authorize the township engineer to conduct a traffic study for a 4-way stop at Fremont and Lees Bridge Roads. Mrs. Vail seconded the motion. Motion carried unanimously. Mr. Todd told Mr. Johnston that he would like to know how much the traffic study would cost before they begin work.

Traffic Signal Maintenance Contract Renewal: Mr. Cox moved to renew the 2-year traffic signal maintenance contract with Signal Service in the amount of \$525 per year. Mrs. Vail seconded the motion. Motion carried unanimously.

Railroad 150 year celebration: Mr. Cox moved to make a donation in the amount of \$700 to the Oxford Area Historical Association specifically for the railroad celebration event scheduled for December. Mr. Todd seconded the motion. Motion carried unanimously.

Resignation: Mrs. Vail moved to accept the resignation of Sara Stava who was the township's file clerk. Mr. Cox seconded the motion. Motion carried unanimously.

Pension payment authorization: Mr. Todd moved to authorize the Secretary/Treasurer to make the pension plan payment to PSATS as soon as the State aid is received. Mr. Cox seconded the motion. Motion carried unanimously.

Newsletter: Mr. Todd moved to authorize the Secretary to print and mail the newsletter with a target mailing date of September 29, 2010. Mrs. Vail seconded the motion. Motion carried unanimously.

Budget meetings: Mrs. Vail moved to authorize the secretary to advertise budget meetings for October 26 and November 17 beginning at 7:00 pm. Mr. Cox seconded the motion. Motion carried unanimously.

FINANCIAL REPORTS

Mr. Cox moved to accept the Treasurer's Report for the period ending August 31, 2010 subject to audit. Mrs. Vail seconded the motion. Motion carried unanimously.

Mrs. Vail moved to accept the Bills List for the period August 18 to September 21, 2010, subject to audit. Mr. Cox seconded the motion. Motion carried unanimously.

Mr. Todd moved to accept the Reconciliation Report for the period ending August 31, 2010, subject to audit. Mr. Cox seconded the motion. Motion carried unanimously.

PUBLIC COMMENT

There was no public comment

ADJOURNMENT

Mr. Cox moved to adjourn the meeting at 8:40 p.m. Mr. Todd seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer