

**WEST NOTTINGHAM TOWNSHIP**  
**Board of Supervisors Meeting Minutes**  
**Tuesday, October 13, 2020**

*NOTE: Due to the COVID-19 pandemic, and the order of Governor Wolf to avoid large gatherings, arrangements were made for individuals who did not want to attend the meeting in person to attend remotely via Zoom. Information to join the meeting online was posted on the outdoor bulletin board at the municipal building and via fliers on the office door; the invitation was also available on the website.*

Chair Tiffany Bell called the meeting to order at 7:09 p.m. The pledge of allegiance was followed by a moment of silence.

**The following were in attendance:** Tiffany Bell, William Winand, and Candace Miller attended in person; John Reynolds, Jr., David Ross, and Charice and Robert Russell attended online via Zoom.

**AGENDA COMMENTS**

Mrs. Bell added a resolution for the PennDOT MTF grant submission and the Union Fire Company and Ambulance Division gesture of appreciation. Mr. Ross added the ORPC report.

**COMMITTEE REPORTS**

Mr. Ross reported that the ORPC formally received the final version of the woodland maps. John Theilacker wasn't able to attend the meeting, but he will attend the October ORPC meeting for follow up discussion. The Brandywine Conservancy provided draft language that could be used in the zoning ordinance related to timber harvesting and language that could be used as a standalone timber harvesting ordinance. Mr. Ross said that this language could be discussed further at the October meeting. He added that the suggested amendments did not violate ACRE.

Mrs. Miller announced that the OARA Movie Night in the Park was held on October 10. Approximately 140 guests attended the event and it went over very well. She also announced that the OASA went to settlement on September 30 for the sale of the administration building. The administrative offices moved into the Lower Oxford Township municipal building for the time being. The final payment for the past due debt was sent to the USDA on September 30.

Mrs. Bell announced that other committee reports are available upon request.

**APPROVAL OF MEETING MINUTES**

**Minutes from the September 22, 2020 Supervisors Meeting:** Mr. Winand moved to approve the minutes from the September 22, 2020 Supervisors meeting. Mrs. Miller seconded the motion. Motion carried.

**EXECUTIVE SESSIONS**

No executive sessions were held since the last meeting.

**OLD BUSINESS**

**Regional Transportation Committee:** Mrs. Bell thanked all the municipalities, Chester County, Representative Lawrence, Senator Dinniman, and private business owners for the letters of support for

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the transportation grant. She said the ORPC will be discussing regional transportation and whether to approach it through a regional comprehensive plan or a separate standalone transportation planning guide. Although she said it seemed as though the committee was leaning toward amending the regional comprehensive plan. Mr. Ross said he thought there would be funding through the county for the review, but it would be discussed further at the October ORPC.

**Resolution 17, 2020, authorizing the submission of the PennDOT Multimodal Transportation Grant:** Mrs. Bell moved to adopt Resolution 17-2020 authorizing the submission of the PennDOT Multimodal Transportation Grant application on November 6, 2020. Mr. Winand seconded the motion. Motion carried.

**Union Fire Company No. 1 and Ambulance Division Appreciation Gesture:** Mr. Reynolds reported that the fire company holds a work night on the first Monday of each month at 6:00 p.m. Mrs. Bell moved to proceed with providing a meal for Union Fire Company No. 1 on November 2 and to spend up to \$350 for the meal; and to authorize the Secretary to have a discussion with EMS on gift cards for 35 employees, up to \$350. Mr. Winand seconded the motion. Motion carried.

### **NEW BUSINESS**

**Planning Commission Request:** The Planning Commission made the following requests of the Board of Supervisors:

- (1) Request that the Supervisors ask Pete and Terri to create a draft zoning ordinance amendment relating to electronic illumination on billboards (off site advertising signs).
- (2) Request that the BOS ask Pete and Terri to draft a large solar energy system amendment using the Lower Oxford ordinance as a model.

Mrs. Miller moved to authorize the Township Engineer and Codes/Zoning Officer to work ordinance amendments dealing specifically with electric illumination of billboards (offsite advertising signs) and solar energy systems. Mr. Winand seconded the motion. Motion carried.

**UFC Liaison Committee Meeting:** There will be a Union Fire Company Liaison Committee meeting on October 22, 2020 at 6:30 p.m. Mr. Winand will attend on behalf of the Township. Mrs. Miller will RSVP for him.

### **FINANCIAL REPORTS**

**Bank Statements:** Mrs. Bell moved to open the bank statements for the period ending September 31, 2020 and give them to the Secretary for reconciliation. Mr. Winand seconded the motion. Motion carried.

**General Fund Bills List:** Mrs. Bell moved to approve the bills list for the period September 23 to October 13, 2020, subject to audit. Mr. Winand seconded the motion. Motion carried.

### **ANNOUNCEMENTS**

The next budget meeting will be held on October 27 at 6:00 p.m.

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**PUBLIC COMMENT**

Mrs. Bell asked about the streetlight at Cemetery Road. Mrs. Miller said she contacted Stouch lighting but has not heard back from them. She said she would look into another vendor who might be closer.

Mrs. Bell provided an update on Route 272/Cemetery Road/Union Square Road safety improvements. She forwarded a police report from the State Police on the accident last weekend. She said she forwarded the report to Don Centofante of PennDOT. He talked to Mrs. Bell about reverse rumble strips, which are much quieter than regular rumble strips and have been used in other communities. It was agreed that there needs to be a police presence during high traffic

Mr. Reynolds thanked the Supervisors for the use of the emergency lights during the Movie Night in the Park.

**EXECUTIVE SESSION**

An executive session was held to discuss a personnel matter. The meeting recessed at 7:54 p.m. to go into executive session, and was reconvened at 8:35 p.m.

**ADJOURNMENT**

Mrs. Bell moved to adjourn the meeting at 8:35 p.m. Mr. Winand seconded the motion. Motion carried.

Respectfully Submitted,

Candace Miller  
Secretary/Treasurer