

WEST NOTTINGHAM TOWNSHIP
Board of Supervisor's Meeting Minutes
November 20, 2007

Vice Chairman David Ross called the meeting to order at 7:33 p.m. The pledge of allegiance was followed by a moment of silence. Mr. Ross noted that Mr. Cox was out of town and would not be attending the meeting.

The following were in attendance: David Ross, Eric Todd, Candace Miller, John S. Carnes, Jr., Marcella Peyre-Ferry, John Reynolds, and Nancy Cox.

PUBLIC HEARING

The meeting was recessed at 7:35 p.m. to conduct a public hearing regarding the adoption of Ordinance No. 3-2007 which establishes a local services tax for people who work in the township. Mr. Carnes presented the exhibits which included the proof of publication in the Daily Local News, proof of public notice, and proof of copy to the Law Library. Mr. Ross opened the floor for public comment. There were no comments. Mr. Todd moved to close the hearing. Mr. Ross seconded the motion. Motion carried unanimously. The regular meeting was reconvened at 7:40 p.m.

ANNOUNCEMENTS

Mr. Ross explained that the goal of the Local Services Tax (LST) is to broaden the tax base to include individuals who work in the township but are not residents. The money collected can be used for police, fire, EMS and roads. Mr. Ross moved to adopt Ordinance 3-2007 enacting and adopting a local services tax of \$52 for individuals who work in the township and meet the criteria set forth in the ordinance. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross congratulated Mr. Todd for winning the election for Township Supervisor.

COMMITTEE REPORTS – Committee reports are available from the Secretary.

APPROVAL OF MEETING MINUTES

Board of Supervisors' Meeting of October 16, 2007, Public Hearing held on October 16, 2007, Special Meeting of October 29, 2007, and Special Meeting of 5 November 2007 – Mr. Todd moved to approve the minutes from the regular and special meetings held on October 16, 29 and November 5. Mr. Ross seconded the motion. Motion carried unanimously.

EXECUTIVE SESSIONS/INFORMATIONAL MEETINGS

An Executive Session was held after October 16 Board meeting to discuss Nottingham Business Center/CVS Retail and Armstrong Contract negotiations.

Two Vision Meetings were held on October 22 and November 13 with property owners, business owners and residents of the Township to discuss future planning ideas.

An Executive Session was held on October 29, 2007 to discuss personnel issues.

A Special Meeting was held on October 29, 2007 to open and award the Francis Way Paving Project.

A Special Meeting was held on November 5, 2007 to work on the 2008 proposed budget and other township business.

An Executive Session was held on November 5, 2007 to discuss Nottingham Business Center/CVS Retail and Armstrong Contract negotiations.

The Supervisors Workshop was held on November 19, 2007 to set the agenda for the Supervisors' meeting.

AGENDA COMMENTS

2008 Peach Bottom Drill – Mr. John Reynolds informed the Board that the 2008 Peach Bottom Drill would be conducted April 22 or 23. Mr. Todd asked Mr. Reynolds if he thought that Chief McIvor should contact the state police to request additional personnel for Freedom Fest. Mr. Reynolds said that he didn't think that they would provide more than they had in the past, but it couldn't hurt.

OLD BUSINESS

Nottingham Business Center – Mr. Carnes explained that negotiations to settle the appeal of the Board's decision to disapprove the CVS/Retail subdivision and land development plan began in the summer. The Township Engineer has reviewed the agreement and agrees that it is acceptable. The applicant has agreed to pay for several improvements including a traffic light at Baltimore Pike and Route 272. The light will be synchronized with the existing traffic signal at Herr Drive/Ponds Edge and Route 272. Both parties have agreed to defer the return of the record until December 20, 2007. Mr. Ross moved to accept the extension granted to the township for the return of the record to December 20, 2007. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross moved to accept the terms that the Township accept the settlement terms and authorize John S. Carnes, Jr., to sign the agreement on behalf of the Board. Mr. Todd seconded the motion. Discussion: There was discussion about the installation of an opticom on the new signal which would control the light for emergency vehicles. Mr. Carnes noted that it wasn't in the agreement but that synchronizing the new light with the existing light, which has the opticom device, should be adequate. Mr. Ross called for a vote. Motion carried unanimously.

Solanco Regional Comprehensive Plan (SRCP) – Mr. Ross moved to authorize the secretary to forward the Planning Commission's comments to the Solanco Regional Planning Commission. Mr. Todd seconded the motion. Motion carried unanimously.

Sewer Presentation by Rising Sun – Mr. Ross reported that the Planning Commission has recommended that the Board gather information on the possibility of working with Rising Sun to provide sewer service to part of the township.

George Thompson Subdivision – Mr. Ross moved to accept the letter of extension for the George Thompson Subdivision until February 19, 2008. Mr. Todd seconded the motion. Motion carried unanimously.

NEW BUSINESS

2008 Proposed Budget – Mr. Ross moved to authorize advertising the proposed budget to be adopted as the final budget at the December 18, 2007 meeting. Mr. Todd seconded the motion. Motion carried unanimously.

Appointment of Auditors & Reorganization Meeting – Mr. Todd moved to authorize advertising the 2008 Reorganization meeting for January 7, 2008 at 7:00 p.m. at which the outside auditors will be appointed to perform the audit on the 2007 financial records. Mr. Ross seconded the motion. Motion carried unanimously.

Union Fire Company No. 1 – Mr. Ross moved to enter into the 2008 Fire Protection Contract with UFC No.1 in the amount of \$24,366.71. Mr. Todd seconded the motion. Motion carried unanimously.

Resolution No. 9-2007 – Mr. Ross moved to adopt Resolution 9-2007, modifying the fee schedules for building permits. Mr. Todd seconded the motion. Motion carried unanimously.

Resolution No. 10-2007 – Mr. Ross moved to adopt Resolution 10-2007, establishing the filing fees for enforcement, filing and processing of applications, permits and services for the Township. Mr. Todd seconded the motion. Motion carried unanimously.

Berkheimer Tax Administrator – Mr. Ross moved to enter into a contract with Berkheimer to collect the Earned Income Tax. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross moved to enter into a contract with Berkheimer to collect the Local Services Tax. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross moved to adopt Resolution 11-2007 approving Berkheimer as the exclusive collector of the Earned Income Tax. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross moved to adopt Resolution 12-2007 approving Berkheimer as the exclusive collector of the Local Services Tax. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross moved to adopt Resolution 13-2007 approving the cost of collection schedule. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross moved to adopt Resolution 14-2007 providing for the appointment of the Candace Miller as a liaison for Berkheimer. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross moved to adopt Resolution 15-2007 appointing Berkheimer as the party to act as hearing officer under the Taxpayer Bill of Rights. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross moved to approve the Wire Transfer Automated Clearing House System authorization for Act 511 taxes. Mr. Todd seconded the motion. Motion carried unanimously.

Zoning Hearing Board Resignation – Mr. Ross read a letter from John Charles Ware, who resigned his position on the Zoning Hearing Board effective November 2, 2007. Mr. Ross moved to accept the resignation of Mr. Ware from Zoning Hearing Board and to authorize Mr. Ross to thank him for his service to the Township. Mr. Todd seconded the motion. Motion carried unanimously.

Recycling Ordinance – Mr. Ross moved to request that the Planning Commission review and comment on the recycling ordinance being written by the Township Solicitor. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross moved to authorize the Secretary to advertise the ordinance for consideration at the December 18, 2007 meeting after the Planning Commission has completed the review. Mr. Todd seconded the motion. Motion carried unanimously.

Resolution 16-2007 – Mr. Ross moved to adopt Resolution 16-2007 establishing commercial building fees for plan review, permits and inspections. Mr. Todd seconded the motion. Motion carried unanimously.

Armstrong CATV Franchise Agreement – Mr. Ross moved to authorize the secretary to advertise the adoption of an ordinance for the Armstrong CATV Franchise Agreement. Mr. Todd seconded the motion. Motion carried unanimously.

FINANCIAL REPORTS

Mr. Ross made a motion to accept the Treasurer’s report ending October 31, 2007, subject to audit. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross made a motion to accept the Bills List for October 16, 2007 to November 20, 2007, subject to audit. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross made a motion to accept the Reconciliation Report for the period ending October 26, 2007, subject to audit. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Ross made a motion to deposit the \$15,000 grant for the small dump truck into the general fund and then transfer it to the PLGIT/Plus account. Mr. Todd seconded the motion. Motion carried unanimously.

PUBLIC COMMENT

Mrs. Cox informed the Board that the Historical Commission would not have a meeting in December. She asked questions about the LST and how it would be collected. She also suggested that the Board consider a procedure to require businesses that operate in the township to register with the township. Mr. Carnes said that an ordinance would probably be required to enforce the registration.

Mr. Reynolds announced that there are efforts to organize an Oxford Area Emergency Management Team. The plan is to meet monthly beginning in January.

ADJOURNMENT

Mr. Todd moved to adjourn the regular meeting at 8:45 p.m. Mr. Ross seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer