



West Nottingham Township Newsletter

Spring 2017

Spring Dumpster Day Scheduled

Spring is here and it's time to clean out the garage, sort through the boxes in the closet and get rid of that old mower in the shed! The Township will hold the 2017 Spring Dumpster Day on April 7 and 8 from 7:00 AM until 3:00 PM, at the municipal building, 100 Park Road. Proof of residency is required.

Acceptable items include furniture, appliances, and air conditioning (AC) units. Doors from refrigerators and freezers should be removed, however do not drain the Freon from appliances or AC units. There will be a \$20 fee for each CFC appliance.

In January 2014, the PA Department of Environmental Protection mandated that all electronics be recy-

cled by an authorized electronics recycler and that they no longer be accepted by landfills in Pennsylvania.

A \$20 fee will be applicable for each electronics item to include

A fee is required for ALL electronic devices

computer monitors, PCs, televisions, stereos, cell phones, small electronic devices and appliances.

Exact change is appreciated, or a check made payable to "West Not-

tingham Township" will be accepted.

There are a variety of options for unacceptable items: For tires, motor oil & batteries visit seccra.org/specialrecycling.htm; for hazardous household waste (HHW) including oil-based paint check out www.wnt-gov.org and click on the "Township Calendar" link. Upcoming HHW events are also listed on page 5 of this newsletter, or visit chestercountyswa.org for more information.

You can also recycle your electronics at no charge by taking them to SECCRA.

For information about Dumpster Day, please call 610- 932-4072 ext. 300.

Spring Cleanup Month: Putting Litter in its Place

PennDOT has designated the month of April as "Spring Litter Pick-up" month, which coincides with the Keep Pennsylvania Beautiful program and Earth Day. In keeping with this annual tradition and important service, the Supervisors have designated April as Spring Cleanup Month!

Residents young and old are encouraged to participate in this event any time during the month of April. A group of organized volunteers will meet at 9:00 a.m. on April 22 at the municipal building for a litter cleanup detail. Participants will be given a road assignment and provided gloves, trash bags and safety vests. The day will be kicked off with donuts and drinks.

If you can't join us on April 22, contact the Township Secretary and let her know what day you will be

able to volunteer. Roadside cleanup will continue through April 30. All the necessary equipment will be provided. Youth participants who register with the Township will be eligible to win a gift card! For more information about Spring Cleanup Month, please call 610-932-4072 ext. 300. Please help us keep West Nottingham beautiful and join us for Cleanup Day on April 22!



Single-Stream Recycling Center in WNT

The Southeastern Chester County Refuse Authority (SECCRA) and many refuse haulers now accept co-mingling of recyclable materials. This means that you don't have to separate glass from plastic or paper from cardboard. Known as "single-stream recycling", this process allows materials to be collected and mixed together, then sent to a facility for processing.

The Township offers a 24-hour recycling center to accept glass, plastic, paper, junk mail, magazines, and cardboard. Check with your trash hauler for curbside recycling guidelines.

Management of Domestic Sewage: Act 537

Requirements for Municipalities

History of the Act 537 Program

Domestic sewage is treated and disposed of by various methods, ranging from large sewage treatment plants to community or individual On-Lot Disposal Systems (OLDS), also called “septic systems.” Malfunctioning sewage disposal systems, regardless of type, pose a serious threat to public health and the environment. They can pollute drinking water sources, often by discharging directly to the groundwater, and they can expose humans and animals to various bacteria, viruses and parasites. Repairs to these systems can lead to financial hardships for affected municipalities or homeowners.

On January 24, 1966, the Pennsylvania Sewage Facilities Act (Act 537) was enacted to address existing sewage disposal problems and prevent future problems. To meet these objectives, the act requires proper planning of all types of sewage facilities, permitting of individual and community OLDS, as well as uniform standards for designing OLDS.

The sewage facilities program, often referred to as the “Act 537 program,” is largely administered by individual municipalities, groups of municipalities, local agencies including county health departments and groups of local agencies.

The Major Provisions of Act 537

- All municipalities must develop and implement a comprehensive official sewage management plan that addresses their present and future sewage disposal needs. These plans are modified when new land development projects are proposed or whenever a municipality’s sewage disposal needs change. DEP reviews and approves the official plan and any subsequent revisions.
- Local agencies are required to

employ both primary and alternate Sewage Enforcement Officers (SEO). The SEO is responsible for implementing the operation of that agency’s OLDS permitting program. West Nottingham Township’s SEO is the Chester County Health Department.

- Local agencies, through their SEO, approve or deny permits for construction of on-lot sewage disposal systems prior to system installation.

The Planning Process

Municipalities are required to develop and implement comprehensive official sewage plans that: address existing sewage disposal needs or problems; account for future land development; and provide for future sewage disposal needs of the entire municipality. This document is called an “Official Plan.”

Official Plans contain comprehensive information, including:

- Population figures & projections
- Drinking water supplies
- Waterways, soils & geologic features
- Sanitary survey results
- Location, type and operational status of existing sewage facilities
- Zoning & land use designations
- Estimates of the future sewage disposal needs
- Identification of potential problem-solving alternatives
- Cost estimates necessary to carry out those alternatives
- The selection of appropriate problem solving alternatives

Municipalities are required to revise the Official Plan if a new land development project is proposed or if unanticipated conditions or circumstances arise that

make the plan inadequate. There are two basic types of plan changes: (1) “Official Plan Revisions” that result from new land development are completed using “planning modules” that are specific to individual projects; and (2) “Update Revisions” that are used by municipalities to make broad changes to their Official Plan.

The OLDS Permitting Program

Act 537 requires local or joint-local agencies, through their SEO, to manage the permitting program for individual on-lot disposal systems and community on-lot systems with design flows of 10,000 gallons-per-day or less. An individual OLDS is a system that serves a single lot, while a community OLDS serves two or more lots.

SEOs are trained to DEP standards and certified by the Board. The SEO is responsible for conducting soil profile testing, percolation testing, OLDS design review and approving or denying OLDS permit applications. The SEO and the individual installing an OLDS must follow the standards established in Chapter 73 of DEP’s regulations.

DEP’s primary role in the onlot permit program is to provide oversight to local agencies and SEOs. Wherever possible, DEP will assist local agencies in carrying out their permitting responsibilities. However, other than to promote technical information, DEP does not interfere in onlot system permitting disputes between local agencies and homeowners, other than to provide technical information.

Act 537 Sewage Facilities Program Regulations

DEP regulations that address the administration of the Act 537 plan-

“ACT 537” cont’d on Page 3

The Proposed On-Lot Disposal System (OLDS) Ordinance and What it Means for You

PA-DEP has determined that the Township needs to submit a Component 2M to ensure the maintenance of sewage facilities within the Township.

What is a Component 2M?

The Component 2M provides a simplified planning format for use by municipalities that are proposing an update revision to their official plan for the creation of a sewage management program. Municipalities are required by PA Code, Title 25, Section 71.71 to assure the proper operation and maintenance of sewage facilities within their borders and to address these issues in the official plan and in revisions to the official plan. This component is not intended to identify, future sewer service areas, existing sewage needs areas or areas acceptable for the use of on-lot sewage disposal systems and/or privately owned sewage facilities. Following the preparation of this Minor Official Plan Update Revision to create a sewage management program, the planning package must be adopted by resolution and submitted to DEP for review and final action.

When Should a Component 2M be used?

This component addresses only those planning elements necessary to satisfy Act 537 planning requirements for the development of a sewage management program that addresses the long-term operation and maintenance of on-lot sewage disposal systems and/or other privately owned sewage facilities. This component is not to be used in situations where significant sewage needs exist within the municipality beyond the need for a sewage management program.

Maintenance of Sewage Facilities within the Township

To comply with the requirements of Act 537 and the Component 2M, which is scheduled to be submitted to PA-DEP for approval during the current calendar year, the Supervisors will need to consider adopting an ordinance which establishes a pump out schedule for all On-Lot Disposal Systems (OLDS) in the Township.

Sewage management program ordinances are required by PA-DEP and establish requirements for the operation and maintenance of OLDS within the Township. The proposed OLDS ordinance will require all residents to pump the septic tank on their property every three (3) years. The proposed ordinance establishes three (3) separate "pump out" zones (see DRAFT illustration below). Residents will be required to provide proof that the septic tank was pumped out during the calendar year. Details of the enforcement of the ordinance, and penalties for non-compliance are outlined in the or-

dinance.

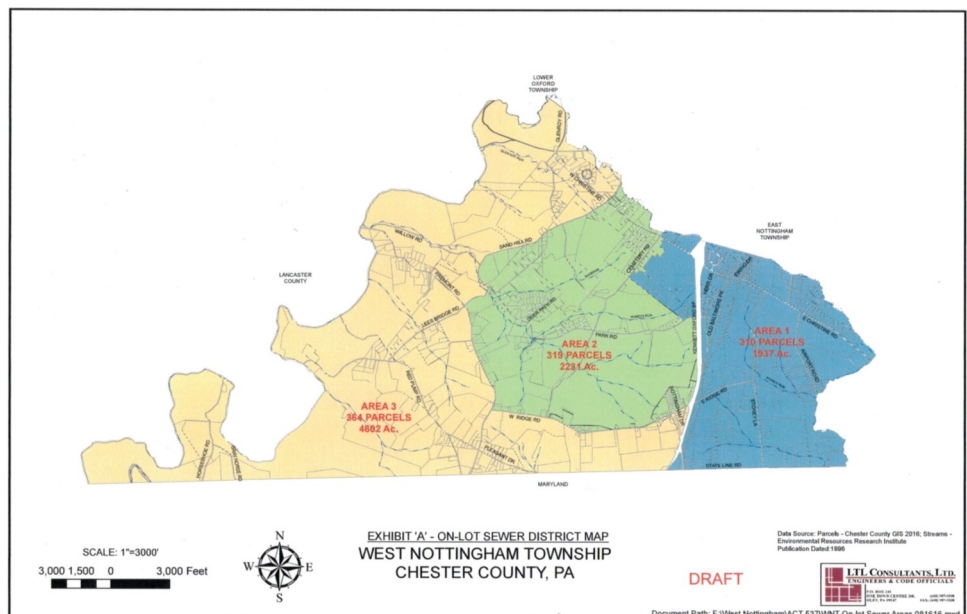
We anticipate the proposed OLDS ordinance to be available for review and public comment before the end of the summer. The proposed ordinance will be posted on our website, www.wnt-gov.org, or you may stop by the municipal building during regular business hours to view a copy. If you have any questions, please call the Secretary at 610-932-4072 ext. 300.

ACT 537

continued from Page 2

ning process are located in Title 25, *Pa. Code*, Chapter 71. Rules for the OLDS permitting process are located in Chapter 72 and technical standards addressing the design of OLDS in Pennsylvania are located in Chapter 73. All three chapters are available at www.pacode.com.

For more information, visit www.dep.state.pa.us, keyword: Sewage or click on "Regional Resources."



Real Estate & Per Capita Tax Bills Mailed Soon

Real estate and per capita tax bills will be mailed on May 1, 2017. Tax bills paid before June 30 will be at a discounted rate. Real estate and per capita tax bill payments should be made by separate check or money order; **PLEASE DO NOT** combine them.

The real estate tax rate for the township has been **REDUCED to 1.32 mills**. The per capita tax is \$10 per person and must be paid by all

Historical Commission: Preserving Yesterday and Today for Tomorrow

The Historical Commission meets the 3rd Thursday of each month at 7:30 p.m. at the Township Building, 100 Park Road. Everyone is welcome!! If you find any 'Historical Treasures' while spring housecleaning, we would be honored to have you share them with us for future generations to enjoy. For more information, please visit www.wnt-gov.org/hc.html.

The Historical Commission worked very hard to put together a map of the township. The map was mailed to all residents, but we had quite a few returned due to incorrect addresses on file or properties being vacant. If you did not receive a copy of the West Nottingham Township Municipal Map, please stop by the municipal building to pick up your copy. The Secretary has office hours on Monday and Wednesday from 9:30 a.m. to 2:30 p.m. You can also get your copy when you attend one of the many municipal meetings held each month.

MEETING SCHEDULE

- Supervisors: 2nd/4th Tuesday at 7:00 p.m.
- Planning Commission: 1st Tuesday at 7:30 p.m.
- Historical Commission: 3rd Thursday at 7:30 p.m.

township residents who are 18 years and older. Full-time students are exempt from the tax. Please note that mortgage companies do not pay per capita taxes.

The tax collector, Hannah Rush, will hold 2 collection events: Tuesday, June 30 from 6:00 p.m. to 8:00 p.m. and Saturday, August 26 from 9:00 a.m. to 11:00 a.m., both at the municipal building, 100 Park Road. Payments may also be sent to the attention of the Township Tax Collector, P.O. Box 67, Nottingham, PA, 19362. Please include a self-addressed stamped envelope for a receipt.

If you do not receive your tax bills by May 15, please contact Hannah Rush at 610-932-4072 ext. 404.

Residents are responsible for

notifying the township when a mailing address has changed or if a post office box is in use. Tax bills are sent to the address on file with Chester County. Failure to notify the township or Chester County of an address change could keep your tax bill from getting to you in a timely manner. If you notice the mailing address on your tax bill is incorrect, you should notify the township and Chester County Tax Assessment as soon as possible. Taxes not paid by December 31, 2017 will be turned over for delinquent collection.

There is a \$25 charge for any check returned for insufficient funds.

What you need to know about Earned Income and Local Service Taxes

The Earned Income Tax (EIT) is a 1% income tax collected by Keystone Collections Group. One-half of this tax goes to the school district and the other to the Township. **ALL RESIDENTS** are required to pay the EIT either through their employer or by making quarterly estimated payments. Annual EIT tax returns must be filed with Keystone Collections Group by April 18, 2017.

If you are new to the township, or if you did not get an EIT tax return form, visit the Keystone Collections website listed below. Failure to pay the EIT will result in interest and penalty charges. For EIT forms and contact information, visit www.keystonecollects.com.

The Local Services Tax (LST) was enacted January 1, 2008. Anyone who works in the township and earns more than \$12,000 per year must pay a \$52 yearly flat tax. This includes individuals who are self-employed or those who conduct business out of their home. Berkheimer Associates is the collector of the LST. If you have questions, please contact the Township Secretary at 610-932-4072 ext. 300 or Berkheimer at www.hab-inc.com.

West Nottingham Township is on Facebook! Visit www.facebook.com/WNNottingham/. We use our page to communicate important information and area events with residents and guests. You don't have to have a Facebook account to view our page. If you have an account, like our page to receive posts on your feed. For more information, contact the Township Secretary at 610-932-4072 extension 300.



Caught in the Act

Protect Our Community by Reporting Illegal Dumping and Littering

Make no mistake: Littering and illegal dumping are against the law. Litter is primarily small items that have been scattered, including paper, food and beverage containers, convenience products, newspapers, and cardboard. Littering can be intentional or accidental. Illegal dumping, on the other hand, is always intentional and may be done for convenience, ignorance, habit, profit, or to hide other illegal activities. Illegal dumping often involves large items or large quantities of small items, such as appliances, tires, bags of household trash, furniture, and construction and demolition debris.

Despite their differences, litter and illegally dumped items are costly and time-consuming to clean up. Both pose significant threats to the environment and to the health and safety of humans, animals, and the communities they live in. All of us play a role in curbing these problems. When you see someone littering or dumping

items where they shouldn't, report the incident to the proper authorities.

Improper disposal of trash is against the law, and violators can be prosecuted. If you observe someone littering or dumping, DO NOT APPROACH the suspect. Instead, get details and descriptions of the incident and turn them over to an enforcement agency as soon as possible. Helpful information includes:

- License plate number and description of the vehicle (*make, model, year, & condition*).
- Number of people involved, along with descriptions.
- Date and time of incident.
- Direction of travel, if you witnessed a littering incident, and type of litter thrown from the vehicle.
- Location and directions to the site of an illegal dump and the name of the property owner, if known.

- Your name & phone number.

If a vehicle is involved, the owner is responsible for any trash that has been dropped, thrown, or deposited regardless of who committed the offense. The vehicle license number may be all that you need to report after witnessing a littering incident. However, the more information you provide, the stronger the case will be.

When reporting littering or illegal dumping, always start at the local level. Your township officials, for example, are familiar with properties and residents and may be able to respond quickly or point you to the correct authority. You may also contact the following:

- **The Pennsylvania State Police**, who have jurisdiction if the violation occurs on a state road or on public or private land.
- **The Pa. Department of Environmental Protection**, which responds to complaints of illegal dumping on public or private property.
- **The Pa. Department of Conservation and Natural Resources, Bureau of Forestry**, which responds to complaints of littering or dumping in state forests and parks.
- **The Pennsylvania Fish and Boat Commission**, which oversees the commonwealth's surface waters, particularly trout streams.
- **The Pennsylvania Game Commission**, which should be contacted for littering or dumping incidents on state game lands or on private property that is open to hunting.

Note: Information courtesy of Keep Pennsylvania Beautiful.



Laws Governing Electronics Disposal & Recycling

Under the State Covered Device Recycling Act of 2010, waste haulers will not be able to accept covered devices, such as computers, laptops, computer monitors, televisions and tablets unless the township has a curbside electronics collection program that ultimately sends the devices to an electronics recycler. Because trash removal service is individually contracted, you should check with your refuse hauler to see if their recycling program accepts these items and sends them to an electronics recycler.

The Chester County Solid Waste Authority (SWA) has a resource directory of businesses that will take recyclable items, on their website www.chestercountyswa.org/. The SWA will not accept "e-waste" at the Household Hazardous Waste collection events in 2017. The closest recycling center that accepts e-waste is SECCRA, <http://seccra.org/>. Currently, SECCRA offers free electronics recycling to Chester County residents. Businesses must pay applicable fees.

If you have items that still work, please consider donating them to an organization such as the Neighborhood Services Center in Oxford, Habitat for Humanity Restore in Kennett Square, or the Goodwill Keystone Area store in Avondale. Charities such as Disabled American Veterans or the Salvation Army also accept items but may have limited service areas. Some thrift stores will pick up your items at no charge. Please contact them for details.

Covered devices will be accepted at Dumpster Day on April 7 and 8 for a \$20 fee per item. For information on Dumpster Day, see page 1 of this newsletter.

Don't Be a Victim of Theft

Petty theft is on the rise in our area. Criminals are breaking into cars, sheds, and garages to steal items that can be sold quickly or scrapped for cash. Residents are encouraged to lock all vehicles, even when parked in front of your home or business. Always remove valuables from your vehicle; lock them in your trunk if removing them is not an option. Never leave valuables on your dashboard or in the seat. It only takes a few seconds for a well practiced criminal to break your car

window and grab your new cell phone, computer, wallet or even spare change. At home, make sure to lock your shed and keep your garage doors closed. Residents are advised not to leave packages on door steps. If you can't be home to accept delivery, make arrangements for the package to be delivered to a neighbor. We have also had reports of unknown persons calling residents "phishing" for personal information to include bank account information, social securi-

ty number, and/or credit card numbers. NEVER give your personal information to anyone! If you get a phone call requesting this type of information, hang-up and call the Police to report the scam. If

you think you've been a victim of crime, please contact the Police immediately and file a police report. Non-emergency phone calls to the Township Police should be made to 610-467-0312.

Get a Permit Before you Build It!

Building permits are required for most construction projects. A few examples of the types of projects that require permits include, but are not limited to a new home, shed, detached garage, re-paving/paving or widening a driveway, deck, porch, patio, and in-ground or above ground swimming pool (including all pools that can hold up to 2 feet of water). If you live in a mobile home park, you must have a zoning permit from the township before placing a shed. Failure to obtain a permit before starting your project, will result in a fine. For permit applications and fees schedule, visit www.wnt-gov.org and click on the "Applications, Permits & Fees" link or call 610-932-4072 ext. 302. The Codes/Zoning Officer holds office hours on Tuesday from 5-7 p.m. and Friday from 7-9 a.m.

IMPORTANT DATES TO REMEMBER

Dumpster Day, April 7 and 8

7 AM - 3 PM - 100 Park Road, proof of residency required

HHW Collection Event, April 8 - NO ELECTRONICS

9 AM - 3 PM - 1580 Charlestown Road, Phoenixville

Federal/State Tax Filing Deadline, April 18

Spring Clean-up Day, April 22

9 AM - Noon - Municipal Bldg, 100 Park Road

HHW Collection Event, April 22 - NO ELECTRONICS

9 AM - 3 PM - Octorara HS, 226 Highland Road, Atglen

HHW Collection Event, May 20 - NO ELECTRONICS

9 AM - 3 PM - Owen J. Roberts MS, 981 Ridge Rd, Pottstown

Primary Election, May 16

7 AM - 8 PM at 100 Park Road

HHW Collection Event, June 23 - NO ELECTRONICS

9 AM - 3 PM - 1425 E. Lincoln Hwy, Coatesville

Tax Collector's Office Hours, June 30

Accepting Real Estate and Per Capita tax payments from 6 PM - 8 PM at 100 Park Road

Tax Collector's Office Hours, August 26

Accepting Real Estate and Per Capita tax payments from 9 AM - 11 AM at 100 Park Road

Nottingham Country Fair & Color Fun Run, Oct. 7

Stay tuned to Facebook and the Township website for more information and details on tickets for the run!

Spring Road Maintenance

It's time to put away the snow removal tools and break out the mowers! The road crew will be mowing along township roads and performing various road repairs. Please drive slowly and cautiously through work zones and around mowing equipment, and ALWAYS observe posted speed limit signs. To report a downed tree or debris in the roadway, please call 610-932-4072 ext. 301 during business hours or dial 9-1-1 on weekends and after business hours.

Spring also means tree trimming along township roads. If you have bushes or trees planted in the right-of-way, the Township has the right to trim any branches that may be hanging over or in the roadway. This maintenance is required to keep branches and debris from dropping out of trees during weather events, as well as for sight distance or to remove branches from blocking the driving lane. While we try to contact property owners before trimming, we aren't always able to reach someone. If you have questions about trees on your property that are in the right-of-way, or if you have scheduled someone to come out and trim the vegetation in the right-of-way, please contact the Road Master at 610-932-4072 ext. 301.



Avoid Community and Safety Issues When Landscaping

As the weather begins to warm, trees flower and sprout leaves, lawns turn green, and new problems begin to grow. Planting trees, shrubs or bamboo along roadways creates a problem for the community. As this vegetation grows, trees pose a danger to power and telephone lines, and can fall into the roadway during severe weather. Bamboo and fast growing bushes and shrubs planted close to the road can impair site distance and prevent the road crew from clearing the roads during severe weather.

By planting vegetation away

from the roads and power lines, you are contributing to your safety and the safety of the other residents in the township.

The Code of Ordinances states that any grass, weeds or vegetation of any kind cannot exceed a height of eighteen (18") inches. Residents who don't comply with the ordinance will be subject to an enforcement notice and possible fine. We ask residents to be mindful of noxious weeds and to eliminate them as soon as you can to prevent spreading. For more information or to review the vegetation ordi-



nance, visit www.wnt-gov.org, click on "Code of Ordinances" and see Chapter 10 Health and Safety, Section 103 Required Height and Cuttings.

Guidelines for Displaying "Old Glory"

The U.S. Flag Code provides uniform guidelines for the display of and respect to be shown to the American flag. It provides general guidelines on when and how to display the flag, including at half-staff, and how to show proper respect for the flag through appropriate use and conduct. Here are a few sections of the code and their key points:

Time and occasions for display:

- The flag should be displayed from sunrise to sunset on buildings and stationary flagstaffs in the open. However, it may be displayed 24 hours a day if properly illuminated at night.
- The flag should be raised briskly and lowered ceremoniously.
- The flag should not be displayed in inclement weather unless it is an all-weather flag.
- The flag should be displayed on all days and especially on national holidays and other observances.

Position and manner of display:

- No other flag or pennant should be placed above, or if on the same level, to the right of the U.S. flag.
- The U.S. flag should be at the center and at the highest point of a

group of flags that are displayed from staffs.

- When flags of states, cities, or localities are flown on the same staff with the U.S. flag, the American flag should always be at the peak. When the flags are flown from adjacent staffs, the U.S. flag should be hoisted first and lowered last. No other flag or pennant may be placed above the U.S. flag or to its right.

Flying the flag at half-staff:

- When the flag is flown at half-staff, it should first be hoisted to the peak and then lowered to the half-staff position. The flag should again be raised to the peak before it is lowered at the end of the day.
- On Memorial Day, the flag should be displayed at half-staff until noon and then raised to the peak.

Respecting the flag

- Never fly the flag upside down, except as a signal of extreme danger to life or property;
- Never allow the flag to touch anything beneath it, such as the ground, the floor, or water;

- Never carry the flag flat or horizontally, but always aloft and flying;
- Never use the flag as wearing apparel, bedding, or drapery. The flag should never be swagged nor drawn back or up in folds, but always allowed to hang freely. Blue, white, and red bunting, with the blue at the top, should be used for decoration instead.

When attending a parade or event where the flag passes in procession or where the national anthem is played, members of the Armed Forces and veterans may render the military salute. All others should face the flag and stand at attention with the right hand over the heart. Men wearing hats and other head coverings should remove them and hold them with the right hand at the left shoulder, so that the hand is over the heart.

Finally, the code states that when a flag reaches the condition that it is "no longer a fitting emblem for display," it should be destroyed in a dignified manner, preferably by burning. Many Girl and Boy Scout troops, American Legions, and other organizations hold retirement ceremonies for such flags.