

**WEST NOTTINGHAM TOWNSHIP  
Board of Supervisor's Meeting Minutes  
January 12, 2016**

Chairwoman Tiffany Bell called the meeting to order at 7:00 p.m. The pledge of allegiance was followed by a moment of silence.

**The following were in attendance:** Tiffany Bell, Charles Wilmont, Eric Todd, Candace Miller, Carolyn Sacks, David Ross, and Dan Siegfried.

**AGENDA COMMENTS**

Mr. Ross wanted to know where thing stand with the Act 537 on-lot plan. Mr. Todd said a meeting was scheduled with the engineer on Wednesday. Mr. Ross asked if the township has an approved task list. Mr. Todd said the engineer would be scheduling a meeting with DEP soon. Mr. Ross said he was told at the OASA meeting that the municipalities had not received reimbursement for the Act 537 plan because West Nottingham's on-lot plan had not been approved. Mr. Todd said that did not seem correct; it is not what the municipalities were told.

**COMMITTEE REPORTS**

Mrs. Bell announced that the committee reports could be obtained from the secretary.

**APPROVAL OF MEETING MINUTES**

**Minutes from the December 8, 2015 Meeting:** Mr. Todd moved to approve the minutes from the December 8, 2015 Supervisors meeting. Mr. Wilmont seconded the motion. Motion carried unanimously.

**Minutes from the December 18, 2015 Special Meeting:** Mr. Wilmont moved to approve the minutes from the special meeting held on December 18, 2015. Mr. Todd seconded the motion. Motion carried unanimously.

**Minutes from the January 4, 2016 Organization Meeting:** Mrs. Bell moved to approve the minutes from the organization meeting held on January 4, 2016. Mr. Wilmont seconded the motion. Motion carried unanimously.

**EXECUTIVE SESSIONS**

No executive sessions were held since the last meeting.

**OLD BUSINESS**

**Recycling Coordinator Appointment:** Mr. Wilmont moved to appoint Emily Shannon as Recycling Coordinator for a 1-year term to end on December 31, 2016. Mrs. Bell seconded the motion. Motion carried unanimously.

## **NEW BUSINESS**

**Repair of Ford F550 Dump Truck:** DS Diesall is recommending the replacement of all 8 injectors on the small dump truck. The total cost will be \$3293.78. There was discussion about the repair; it was agreed that the quote was fair and competitive. The Road Master submitted a purchase order for signature.

**Act 44 Disclosure Statement (Pension Plan):** Mr. Todd moved to adopt the disclosure statement as provided by PSATS and to authorize the Secretary to post it on the website. Mr. Wilmont seconded the motion. Motion carried unanimously.

**Vaughan Stormwater Management Plan:** There was discussion about having LTL Consultants perform the review of the Vaughan Stormwater Management Plan. Mr. Todd said he is meeting with Pete Eisenbrown of LTL Consultants on Wednesday and will discuss the matter at that time.

**Act 537 On-lot Plan:** Mr. Todd said that LTL Consultants estimated \$10,000 to do the Act 537 on-lot plan. Ragan Associates estimated \$6,000 but we already paid \$6,500 for the work that he has done. LTL Consultants wants to meet with DEP to find out exactly what needs to be done. Mr. Ross said that the Act 537 is a complicated process. The previous engineers didn't seem to be in a hurry to get the work done. Ragan Engineering used tabulations Gilmore Associates compiled; the data was old and needed to be updated. Kelly Sweeney of DEP said that because the township has no sewer, we could do a planning module instead of a complete Act 537 Plan. Mr. Siegfried said that efforts on the Act 537 plan began in 1997 or 1998 and may have even been started before that. Mrs. Bell said she would like to know the turn-around-time and cost for LTL Consultants to do the planning module. Mr. Ross said they should be able to give an estimate, especially since they have done this for other municipalities.

## **FINANCIAL REPORTS**

**Treasurer's Report:** Mr. Wilmont moved to approve the Treasurer's report for checking and savings accounts at Meridian Bank, BB&T, and PLGIT for the period ending November 30, 2015, subject to audit. Mr. Todd seconded the motion. Motion carried unanimously.

### **Reconciliation Reports:**

- 1) Mrs. Bell moved to approve the Reconciliation Report for the General Fund checking account at Meridian Bank for the period ending November 30, 2015, subject to audit. Mr. Wilmont seconded the motion. Motion carried unanimously.
  
- 2) Mrs. Bell moved to approve the Reconciliation Report for the General Fund checking account at BB&T for the period ending November 30, 2015, subject to audit. Mr. Wilmont seconded the motion. Motion carried unanimously.

**General Fund Bills List:** Mr. Wilmont moved to approve the General Fund bills list for the period December 9, 2015 to January 12, 2016, subject to audit. Mr. Todd seconded the motion. Motion carried unanimously.

**Liquid Fuels Equipment Fund Bills List:** Mrs. Bell moved to approve the Liquid Fuels Equipment Fund bills list for the period November 1, 2015 to January 12, 2016, subject to audit. Mr. Wilmont seconded the motion. Motion carried unanimously.

**Bank Statements:** Mr. Wilmont moved to accept the bank statements for the period ending December 30, 2015 and give them to the Secretary/Treasurer for reconciliation. Mr. Todd seconded the motion. Motion carried unanimously.

**PUBLIC COMMENT**

Mrs. Sacks said that the letter about taxes which is posted on the website is fabulous.

Mr. Siegfried wanted to know where things stand with the traffic signal. Mrs. Miller said that the contractor has ordered the poles and they expect to begin sometime in March.

It was announced that the Conservation District plans to attend the next Oxford Region Planning Commission on January 27, 2016.

**ADJOURNMENT**

Mrs. Bell moved to adjourn the meeting at 7:50 p.m. Mr. Wilmont seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Candace Miller  
Secretary/Treasurer