

**WEST NOTTINGHAM TOWNSHIP**  
**Board of Supervisor's Meeting Minutes**  
**January 19, 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 for the earthquake victims in Haiti.

**The following were in attendance:** Eric Todd, Patricia Vail, Gerald Cox, Candace Miller, Cynthia King, John Vail, Chief McIvor, Nancy Cox, Stanley Zdrojewski, Dee Economos, Mick Economos, John Hays, Dorothy Hays, Frank Pyle, Norman Brown, David R. Ross, Alan Novak, Gene Twardowski, and Pat Hughes.

**COMMITTEE REPORTS** – Committee reports available from the Secretary.

**APPROVAL OF MEETING MINUTES**

**Board of Supervisors Meeting Minutes of December 15, 2009** – Mr. Cox moved to approve the minutes from the Board of Supervisors meeting of December 15, 2009. Mr. Todd seconded the motion. Mrs. Vail recused herself since she was not in office when the meeting took place. Motion carried.

**Board of Supervisors Organization Meeting Minutes of January 4, 2010** – Mrs. Vail moved to accept the minutes from the organization meeting held on January 4, 2010. Mr. Todd seconded the motion. DISCUSSION: Mr. Cox asked that the minutes reflect the liaison assignments and the fees for the Solicitor and Engineer. It was noted that the professional fees were not discussed at the meeting; however the fees are public information and are available upon request. Mrs. Vail amended her motion to accept the minutes from the organization meeting with the addition of the liaison assignments. Mr. Todd seconded the motion. Motion carried unanimously.

**EXECUTIVE SESSIONS/INFORMATIONAL MEETINGS**

There were no executive sessions, informational meetings or workshop held prior to the monthly meeting.

**AGENDA COMMENTS**

Mrs. Cox asked that the Historical Commission be added to the agenda.

**OLD BUSINESS**

**2010 Amended Budget** – Mrs. Vail moved to adopt the 2010 amended budget. Mr. Todd seconded the motion. Mr. Todd and Mrs. Vail voted to adopt the amended budget. Mr. Cox voted against it. Motion carried.

**Sacks Matter** – Mrs. King reported that she did a quick inspection of the property on January 19, and the large trucks that weren't licensed were gone. The construction trailer remains as does some of the smaller debris. She noted that nothing new had been brought in. Mr. Todd asked Mrs. King to comment on the extension request. Mrs. King said that the clean up was

dependent on good weather; however, a deadline to have the clean-up complete could be imposed at the Board's discretion. Mrs. Vail moved to grant a final 30-day extension for the clean-up effort. Mr. Todd seconded the motion. Motion carried unanimously.

## **NEW BUSINESS**

**Letter from Planning Commission regarding Herr Food's application to PADEP** – Mr. Cox said that the letter was a courtesy notification from the Planning Commission. Mr. Cox made a motion that the Board takes no action with regard to the letter or the PADEP application. Mrs. Vail seconded the motion. Mrs. Vail and Mr. Cox voted in favor of the motion. Mr. Todd recused himself citing a conflict of interest because he does business with Herr Foods. Motion carried.

**Resolution 4-2010 Ratification of the Chester County Solid Waste Management Plan** – Mrs. Vail moved to adopt Resolution 4-2010 ratifying the Chester County Solid Waste Management Plan. Mr. Todd seconded the motion. Motion carried unanimously.

**Advertise 2010 Bids for Skin Patching, Fuels and Stone:** Mr. Cox moved to advertise bids for skin patching, fuels, and stone. Mr. Todd seconded the motion. Motion carried unanimously. Mr. Todd noted that the bids will be accepted until 9:30 a.m. on February 9, 2010, and opened at 7:00 p.m. that same evening. The bids are scheduled to be awarded at the regular supervisors' meeting on February 16, 2010.

**2010 Tax Bills** – Mr. Cox moved to authorize the Secretary to order the tax bills and duplicates for 2010. Mr. Todd seconded the motion. Motion carried unanimously.

**Tax Collector Audit** – Mr. Cox moved to have Barbacane Thornton & Company perform a 1-year audit of the Tax Collector's books for the year ending December 31, 2009. Mr. Todd seconded the motion. Motion carried unanimously.

**Convention Attendance** – Mr. Todd moved to authorize the Secretary/Treasurer to attend the 2010 PSATS convention and to compensate her for up to 5 hours per day for attending the convention. Mrs. Vail seconded the motion. Motion carried unanimously.

**Transfer of funds** – Mrs. Vail moved to authorize the Secretary/Treasurer to transfer up to \$40,000 to cover bills and expenses that may arise before the next meeting. Mr. Todd seconded the motion. Motion carried unanimously.

**Herr's proposal for "Welcome to Nottingham" sign** – Mr. Todd told the Board that he had been contacted by Dennis Byrne with a proposal from Herr Foods for "Welcome to Nottingham" signs at the east and west end of the village area along Route 272. Herr Foods would pay for the sign and accept design input from the Township. The Board agreed that the signs would have to conform to the township's codes. Mr. Todd said that he would talk to Mr. Byrne to get more information to present to the Board at a future meeting.

**Historical Commission Request** – Mrs. Cox presented a letter to the Board requesting that the Board authorize Kevin Myers of the Chester County Planning Commission to attend the January 21 Historical Commission meeting to discuss Section 1016 of the proposed ordinance for Historic Resources. The Historical Commission suggested that Mr. Myers' time would be

charged as a Historical Commission expense. Mr. Todd moved to approve the Historical Commissions request and to pay for Mr. Myers' time out of the General Fund with the expense being charged to the Ordinance Revision line item. Mrs. Vail seconded the motion. Motion carried unanimously.

**Introduction of Township Solicitor** – Mr. Todd welcomed Mr. Novak and Mr. Twardowski of Conrad O'Brien as the new Solicitors for the township and introduced them to the attendees.

### **FINANCIAL REPORTS**

Mrs. Vail moved to accept the Treasurer's Report for the period ending December 31, 2009 subject to audit. Mr. Todd seconded the motion. Motion carried unanimously.

Mr. Todd moved to accept the Bills List for the period December 16, 2009 to January 19, 2010, subject to audit. Mrs. Vail seconded the motion. Motion carried unanimously.

Mr. Todd moved to accept the Reconciliation Report for the period ending December 24, 2009, subject to audit. Mr. Cox seconded the motion. Motion carried unanimously.

### **PUBLIC COMMENT**

Mrs. Cox commented on the December minutes. She also asked a question about a check made out to "Cash" in the reconciliation report. The Secretary stated that the check was for gift cards for volunteers and employees. The expense was approved by the Board as part of the December 15, 2009 bills list.

### **ADJOURNMENT**

Mr. Todd moved to adjourn the meeting at 8:02 p.m. Mr. Cox seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Candace Miller  
Secretary/Treasurer