

WEST NOTTINGHAM TOWNSHIP
Board of Supervisor's Meeting Minutes
Tuesday, February 13, 2018

Chair 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, William Winand, Candace Miller, Charice Russell, David Ross, Don Armstrong, and BJ Meadowcroft.

Mrs. Bell recessed the regular meeting at 7:01 p.m. for the Agricultural Security Area public hearing. The regular meeting was reconvened at 7:02 p.m.

AGENDA COMMENTS

There were no comments on the agenda.

COMMITTEE REPORTS

Committee reports are available upon request.

APPROVAL OF MEETING MINUTES

Minutes from the January 23, 2018 Supervisors Meeting: Mr. Winand moved to approve the minutes from the January 23, 2018 supervisors meeting. Mrs. Miller seconded the motion. Motion carried unanimously.

EXECUTIVE SESSIONS

An executive session was held after the last meeting to discuss a potential legal matter.

OLD BUSINESS

Oil heater in garage: Mrs. Miller spoke with Dylan Howe about the oil heater in the garage. He said he did some research and the unit isn't worth \$300. He offered \$100 for the heating unit and said he would remove it on his own time. After discussion about the unit, it was decided to allow Mr. Howe to purchase it for \$100 and to remove it when he was off the clock.

Grant for fire hydrants: Mrs. Miller said she wasn't sure if there was any action the Supervisors needed to take so she added it to the agenda. Mrs. Bell gave a summary of the grant effort. She said Shelley Meadowcroft, East Nottingham Township Supervisor, will be working with the grant writer this week. Mrs. Miller had collected several letters of support from various organizations to attach to the grant application. Mr. Ross is going to reach out to the Bureau of the Forestry to see if they will write a letter of support. ORPC is also going to submit a letter of support. Mr. Ross will talk to Mark Gallant about submitting a letter prior to the deadline. The application needs to be submitted no later than February 28. There was discussion about the alternate hydrant site at Fremont Road and West Ridge Road. There was also discussion about the properties that could be taxed. Mrs. Miller said that any property on the township's tax roll that is within 780 feet of a hydrant could be taxed. So privately owned mobile homes in a mobile home park could be taxed. There was discussion on how ISO ratings and how they were calculated. Mr. Meadowcroft said certain information is plugged into a formula and

the ISO rating is assigned based on the results. He said the proximity to the fire station and a sustained water supply makes a difference. He said that a lower ISO rating typically results in a lower insurance premium for property owners. Mrs. Bell said she wanted to make sure that if the ISO rating is lowered for the township, property owners have that information so they can let their insurance providers know. Mr. Winand said that the ISO rating is made up mainly in 2 areas: 50% is the fire department, staffing, training, location of fire house; and 40% is the water supply, placement and condition of fire hydrants, and amount of water available to put out fires. So nearly half of the criteria for determining the rating have to do with water access. There was discussion about hydrant placement in East Nottingham Township and how West Nottingham decided on hydrant placement. Mrs. Miller explained that she looked at residential areas along the route where housing density was the highest. She identified 5 definite locations with one alternate along the route. The consensus among the Supervisors was that the entire township was going to benefit from the sustained water supply. The annual cost to maintain the fire hydrants is minimal compared to the benefit to the residents. There was discussion about the sixth alternate fire hydrant. Mrs. Miller moved to add the alternate fire hydrant at Fremont Road and West Ridge Road to the list of fire hydrants for the township. Mr. Winand seconded the motion. Motion carried unanimously.

NEW BUSINESS

Application for permit to test pyrotechnics: The Township received a permit application from the pyrotechnics company that purchased the cannery. They create the fireworks and pyrotechnics for sports teams, concerts, etc. They are seeking permission to test pyrotechnic and fireworks displays at various times during the year. The testing would be controlled and typically done at dusk. They have \$10 million in insurance, and since they won't be soliciting for an audience or attendees, the Zoning Officer didn't think a bond would be necessary. The typical display test lasts about 30 minutes. Mrs. Miller suggested adding some conditions to the permit for safety reasons and public information. Mr. Winand moved to authorize the Codes/Zoning Officer to issue the permit with the following conditions: 1) Notification should be made to the township prior to any display; 2) Notification should be made to the Union Fire Company prior to any display; and 3) Notification should be made to Chester County Dispatch immediately prior to any display. Mrs. Miller seconded the motion. Motion carried unanimously.

Resolution 5-2018, Modification to the Township's Agricultural Security Area: Mrs. Bell moved to adopt resolution 5-2018 adding tax parcels 68-2-2 and 68-5-14 to the Township's Agricultural Security Area. Mr. Winand seconded the motion. Motion carried unanimously.

GASB 67 and 68 reports: Mrs. Miller reported that the GASB reports are necessary for the annual audit. Last year, the township opted to have the \$500 fee taken out of the pension fund. Mrs. Bell moved to have the \$500 fee deducted from the assets of the pension plan. Mr. Winand seconded the motion. Motion carried unanimously.

Real estate tax bills: Mr. Winand moved to authorize the Secretary to order the billing file and extended duplicate from the County for the 2018 real estate tax bills. Mrs. Bell seconded the motion. Motion carried unanimously.

Preservation Partnership Program Grant – Glenroy Farm LP property: The Township received a letter about the efforts of the Brandywine Conservancy to preserve property owned by Glenroy Farm LP by submitting an application to the Chester County Preservation Partnership Program (PPP) for funding. They are requesting a letter of support from the township. Mrs. Miller moved to authorize Tiffany Bell to sign a letter to the Brandywine Conservancy supporting the preservation of the property owned by Glenroy Farm LP through the

Chester County Preservation Partnership Program. Mr. Winand seconded the motion. Motion carried unanimously.

Dumpster Day and Clean-up Day: There was discussion about the dates for dumpster day and clean-up day. Mrs. Miller noted that to apply for a donation from Wawa for Clean-up Day, we need to do it at least 4 weeks prior to the event. She also said she has not talked to the Road Master about Dumpster Day so she recommended postponing the discussion about it until the next meeting. Mr. Ross suggested collaborating with the Sheriff's Department to conduct a drug collection day in conjunction with Dumpster Day. After some discussion, it was decided to set Spring Clean-up Day as April 7 from 9:00 a.m. to 12:00 p.m. Mr. Ross said he would contact Shelley Meadowcroft and Scott Rugen about offering the drug collection opportunity. There was also discussion about having a family day for Township employees and volunteers after the Spring Clean-up Day event.

FINANCIAL REPORTS

Bank Statements: Mrs. Bell moved to accept the bank statements for the period ending January 31, 2018 and give them to the Secretary/Treasurer for reconciliation. Mr. Winand seconded the motion. Motion carried unanimously.

General Fund Bills List: Mr. Winand moved to approve the General Fund bills list for the period January 24 to February 13, 2018, subject to audit. Mrs. Bell seconded the motion. Motion carried unanimously.

ANNOUNCEMENTS

Mrs. Bell announced that public comment will be accepted on the Component 2M at the March 13, 2018 Supervisors meeting. Mrs. Miller noted that the Component 2M and both ordinances are on the website on the "Announcements" page. Mrs. Bell said the timeline for the implementation has been pushed back to 2019.

PUBLIC COMMENT

Mrs. Bell commended the Road Crew for the great job they have done on the roads this winter.

Mrs. Miller reported that Sam McMichael provided all original documents for the approval of the fireworks land development plan last week. There are some documents that need to be signed and then recorded.

Mr. Armstrong wanted to know about Chester County's efforts with the Southern Pine Beetle infestation. Mrs. Miller said she talked to Owen Prusack. Glatfelter has pulled back and they are not going to take as many trees as they originally indicated they would. They are also still waiting on the waiver from the Department of Agriculture for the removal of the trees. Mrs. Miller said that in doing research for the fire hydrant grant, she found that the National Natural Resource designation the park received several years ago was for the pitch pines. If they don't get rid of the trees, there won't be any left. Mr. Ross said there were additional trees identified with Southern Pine Beetles in Goat Hill.

Mr. Ross said that the ORPC would like Mr. Winand to be the new treasurer. He said there would be no dues at this time but later if something came up that required additional funds. He added that Mrs. Meadowcroft was going to share links for the township's website on the opioid epidemic. He also said that OxREM was discussed at the ORPC; they are not looking for a command center. They want to use

Hopewell for storing supplies. Mrs. Miller said that she and Mrs. Russell attended the last OxREM meeting and nothing was said about using Hopewell School solely for storage. They gave a tour around the school and identified places that could be used for training, gathering large numbers of people, storage, and finally the emergency operations center, which was a small room off of a copy room. Mrs. Miller said Hopewell has limited communication, lack of cell service, no landline, etc. She suggested using each of the municipal EOCs as backup EOCs; run drills in each of the EOCs and identify the deficiencies and ways to bring each EOC up to a functioning level. They didn't like that suggestion. They also implied that the letter I wrote weren't my words, but someone else's words. Mr. Meadowcroft said he agreed with Mrs. Miller about using the municipal EOCs as backup EOCs. He said housing mass goods or people, the schools are a good location. But using the municipalities as regional EOCs makes more sense.

Mr. Meadowcroft said there is going to be a controlled burn at Goat Hill this late winter or early spring. Mr. Ross said it is about 2 acres of debris, but they will have plenty of equipment on hand to manage it. Mr. Ross asked Mr. Meadowcroft if he know about the controlled burn at lower Chrome. Mr. Meadowcroft said he didn't but he would check with them.

Mr. Meadowcroft said the fire company is doing training in preparation for Peach Bottom. They are also participating in a federal evaluation for decontamination line.

ADJOURNMENT

Mrs. Bell moved to adjourn the meeting at 8:22 p.m. Mr. Winand seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer