

WEST NOTTINGHAM TOWNSHIP
Board of Supervisors Meeting Minutes
Tuesday, February 23, 2021

NOTE: Due to the COVID-19 pandemic, and the order of Governor Wolf to avoid large gatherings, arrangements were made for individuals who did not want to attend the meeting in person to attend remotely via Zoom. Information to join the meeting online was posted on the outdoor bulletin board at the municipal building and via fliers on the office door; the invitation was also available on the website.

Chair Tiffany Bell called the meeting to order at 7:04 p.m. The pledge of allegiance was followed by a moment of silence.

The following were in attendance: Tiffany Bell, William Winand, and Candace Miller attended in person; Dale Pennell, Charlotte and Reeves Vest, and Don Armstrong attended via Zoom.

AGENDA COMMENTS

The following items were added to the agenda: Speed signs on Route 272 and Shredder Day event.

COMMITTEE REPORTS

Mrs. Miller provided an update on the OARA Park. She reported that the park was “turfed” by unknown suspects. The OARA Board is looking at ways to secure the park, as well as repair the damage.

Mrs. Bell announced that committee reports are available upon request.

APPROVAL OF MEETING MINUTES

Minutes from the February 9, 2021 Supervisors Meeting: Mr. Winand moved to approve the minutes from the February 9, 2021 Supervisors meeting. Mrs. Bell seconded the motion. Motion carried.

EXECUTIVE SESSIONS

No executive sessions were held.

OLD BUSINESS

Nottingham Business Center, Land Development Plan for Barn Event Venue: Mrs. Miller announced that the agreements for the Barn project have been submitted and are ready for execution. Once the agreements are approved, the plans can be signed by the Supervisors and the Planning Commission, and then recorded along with the documents presented. *It is noted in these minutes that Mrs. Bell recused herself from voting on all of the documents cited below because her husband has a business relationship with the applicant.*

- (1) Financial Security Agreement:** Mrs. Miller moved to enter into the Financial Security Agreement with James and Elizabeth Mark for the Nottingham Business Center Lot 18 land

WEST NOTTINGHAM TOWNSHIP
Board of Supervisors Meeting Minutes
Tuesday, February 23, 2021

development plan. Mr. Winand seconded the motion. Mrs. Miller and Mr. Winand voted in favor of the motion. Mrs. Bell recused herself. Motion carried.

- (2) Letter of Credit:** Mrs. Miller moved to accept the letter of credit from James and Elizabeth Mark in the amount of \$276,122.30 for Nottingham Business Center (Lot 18). Mr. Winand seconded the motion. Mrs. Miller and Mr. Winand voted in favor of the motion. Mrs. Bell recused herself. Motion carried.
- (3) Declaration of Private Street Covenants:** Mr. Winand moved to approve the covenants and conditions set forth in the declaration, and to authorize the Candace Miller to sign the document. Mrs. Miller seconded the motion. Mr. Winand and Mrs. Miller voted in favor of the motion. Mrs. Bell recused herself. Motion carried.
- (4) Declaration of Restrictive Covenant:** Mr. Winand moved to enter into the agreement of the Declaration of Restrictive Covenant for Lots 15, 16, and 17, which shall not be terminated until such time that the construction of Stormwater Improvements on Lot 18 have been completed and verified by the Township Engineer. Mrs. Miller seconded the motion. Mr. Winand and Mrs. Miller voted in favor of the motion. Mrs. Bell recused herself. Motion carried.
- (5) Land Development Agreement:** Mrs. Miller moved to enter into the Land Development Agreement with James and Elizabeth Mark for improvements to Nottingham Business Center Lot 18. Mr. Winand seconded the motion. Mrs. Miller and Mr. Winand voted in favor of the motion. Mrs. Bell recused herself. Motion carried.

NEW BUSINESS

Request from OxGrove Democrats: Mr. Pennell asked the Supervisors for permission to use the parking lot to hold a drive-thru petition signing on February 28 from 1:00 to 3:00 p.m. The Supervisors did not have a problem with the parking lot being used. He asked about using having visitors drive around back to keep traffic flowing, only in the event that cars were backed up on Park Road. Mrs. Miller said she would like to check with the insurance company to make sure the Township is not taking on any unnecessary liability. Mr. Pennell was sure that they could keep traffic off of Park Road and would not need to have cars drive behind the building.

Quote for Installing Speed Signs: Mrs. Bell announced that Signal Service provided a quote for installing the speed signs on Route 272. There is a second quote expected from Miller Brothers.

Shredder Day Event: Mrs. Miller asked the Board to consider holding a Shredder Day event sometime this year. She will look into the cost and possible dates and provide that information at a later date.

Police Vehicle and other information: Mrs. Miller announced that the deposit that was sent for the new police vehicle was returned. Mr. Winand said the Chief will be pulling together the information for a vehicle through a different vendor. Mrs. Miller also added that last summer, the Chief applied for a grant that would provide vehicle cleaning equipment and monitor stations to help manage the spread of COVID. Mrs. Bell noted that the batteries ordered for the portable speed sign were not the right ones. Chief McFadden will be placing a second order for the correct ones.

WEST NOTTINGHAM TOWNSHIP
Board of Supervisors Meeting Minutes
Tuesday, February 23, 2021

FINANCIAL REPORTS

Treasurer's Report: Mrs. Bell moved to approve the Treasurer's Report for the period ending January 31, 2021, subject to audit. Mr. Winand seconded the motion. Motion carried.

Reconciliation Summary: Mr. Winand moved to approve the Reconciliation Summary for the period ending January 31, 2021, subject to audit. Mrs. Bell seconded the motion. Motion carried.

General Fund Bills List: Mrs. Miller moved to approve the bills list for the period February 10-23, 2021, subject to audit. Mrs. Bell seconded the motion. Motion carried. Mrs. Bell wanted to make sure we are keeping the fuel tank full.

ANNOUNCEMENTS

There were no announcements.

PUBLIC COMMENT

Mrs. Bell relayed a message from Don Armstrong, who thanked the Road Crew for keeping the roads clear during the snowstorms.

Mrs. Bell asked about the Boundary and Annexation Survey. Mrs. Miller said the information was submitted last year by Chester County. When she checked the BAS this year, she noticed the boundaries had not been changed. She reached out to the Census Bureau and Chester County about the changes that were submitted. The County sent the files to Mrs. Miller and she will resubmit them to the U.S. Census Bureau. Mrs. Miller explained that the survey is submitted each year and typically, there are no changes.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

Mrs. Bell moved to adjourn the meeting at 7:38 p.m. Mr. Winand seconded the motion. Motion carried.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer