

WEST NOTTINGHAM TOWNSHIP
Board of Supervisor's Meeting Minutes
Tuesday, March 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, Candace Miller, David Ross, Don Armstrong, Andrew Marker, John Kinnaird, and Charice Russell.

Mrs. Bell recessed the regular meeting to conduct a public hearing on the Component 2M. The meeting was reconvened at 7:47 p.m.

AGENDA COMMENTS

Mrs. Miller added the "Stoltzfus Stormwater Agreements" to New Business.

COMMITTEE REPORTS

Committee reports are available upon request.

APPROVAL OF MEETING MINUTES

Minutes from the February 13, 2018 Supervisors Meeting: Mrs. Bell moved to approve the minutes from the February 13, 2018 supervisors meeting. Mrs. Miller seconded the motion. Motion carried.

Minutes from the February 13, 2018 Agricultural Security Area Public Hearing: Mrs. Bell moved to approve the minutes from the February 13, 2018 Agricultural Security Area public hearing. Mrs. Miller seconded the motion. Motion carried.

Minutes from the February 26, 2018 Special Meeting: Mrs. Bell moved to approve the minutes from the February 26, 2018 special meeting. Mrs. Miller seconded the motion. Motion carried.

Minutes from the February 27, 2018 Supervisors Meeting: Mrs. Miller moved to approve the minutes from the February 27, 2018 supervisors meeting. Mrs. Bell seconded the motion. Motion carried.

EXECUTIVE SESSIONS

There were no executive sessions since the last meeting.

OLD BUSINESS

Resolution 7-2018 Declaration of Emergency: Mrs. Bell moved to ratify the decision to declare an emergency for the winter storm that hit the area on March 6-8, 2018. Mrs. Miller seconded the motion. Motion carried.

Grant for Fire Hydrants: Mrs. Miller provided an update on the fire hydrant grant. DCED has informed us the grant application will be disqualified if we begin the project before the grant committee meets to award the bids. They have tentatively scheduled a committee meeting in July. They are giving the townships an opportunity to change the grant amount to increase it by \$1500 per hydrant because if we wait to install the hydrants, we will have to pay the post-install fee which is \$4700, which is an additional \$9000. DCED has \$25M to give out; they have received \$188M in requests. If the township doesn't get the grant, we would be out of pocket \$25,200. If we withdraw the grant, we are only out \$16,200. Mrs. Miller said that we always knew that there was a chance that we would not get the grant and we were willing to pay the install fee for 6 fire hydrants. She added that we would be taking a huge risk by waiting to install the hydrants. Mrs. Miller said that she was told by Shelley Meadowcroft of East Nottingham that the grant writer was considering withdrawing his fee for the grant. Mrs. Miller moved to withdraw the grant application for the fire hydrants and move forward with the installation of the fire hydrants to take advantage of the discounted installation rate. Mrs. Bell seconded the motion. Motion carried.

Discussion of Proposed Road Work: Mrs. Miller reviewed the road work that the Road Master has proposed for 2018. He wants to do \$91,063 in seal coating, a small paving project on Sylmar Road, line painting on various roads, skin patching on various roads, crack sealing on various roads, and replacement of a pipe on Lee's Bridge Road. Mrs. Miller noted that the line painting, skin patching, and crack sealing are typically paid out of the general fund. The cost for the other projects out of the Liquid Fuels funds would be \$141,063. After we receive the 2018 turnback and liquid fuels allocations, we will have \$196,855.49 available to spend. If we do 65,045 square yards of seal coat in-place, base repair of Sylmar Road, and the pipe replacement on Lee's Bridge Road, we will have approximately \$55,692 left in the liquid fuels fund for next year's paving project. Mrs. Miller noted that we typically schedule a paving project every other year and we did have a paving project in 2017. Mr. Moran noted that there are improvements that need to be done by Sam McMichael, relative to the fireworks retail store that is being built. He recommended waiting until all the improvements are done. Mr. Ross asked about East Penn Railroad and the crossing at East Ridge Road. Mrs. Miller said she had talked to the Road Master about it and he said East Penn Railroad told him to go ahead and pave over it. It was agreed that the Road Master should get that in writing from East Penn Railroad before anything is done. Mrs. Miller will have him pull together the bid documents for the skin patching and seal coating for review at the next meeting.

Oxford Area Recreation Authority Representative: Mrs. Bell moved to appoint Candace Miller to the Oxford Area Recreation Authority Board for a five year term, ending December 31, 2022. Mrs. Miller seconded the motion. Motion carried.

NEW BUSINESS

Component 2M: Mrs. Bell moved to approve the Component 2M and send it along with all public comments to PA-DEP for review and final approval. Mrs. Miller seconded the motion. DISCUSSION: Mrs. Miller agreed with Mr. Ross that we need to set a deadline and develop the administrative procedures. She suggested that the vote be postponed until the next meeting to allow time for the supervisors, engineer, and solicitor to review the comments from the hearing. She suggested that she, David Ross, Charice Russell, and Scott Moran form a committee to develop the administrative procedures. Mrs. Bell suggested putting a timeline on developing those procedures. Mrs. Bell withdrew

her motion and moved to table the vote on the Component 2M and relative ordinances until the next meeting. Mrs. Miller seconded the motion. Motion carried.

Ordinance 2018-1, Onlot Sewage Management Program Ordinance: Tabled until the next meeting.

Ordinance 2018-2, Holding Tank Ordinance: Tabled until the next meeting.

Planning Commission Request: The Planning Commission has requested the Supervisors to share with the Chester County Economic Development Council that the township has identified the Village of Nottingham and the adjacent commercial properties for development; with support for development in the form of a water line and potential sewer line, and that there are a number of properties for sale in the area. Additionally, in email correspondence, it has been requested that commercial properties currently for sale be identified and forwarded to CCEDC for mapping. The CCEDC will reach out to the property owners to see if they want to be part of the mapping initiative. Mrs. Bell said she thought the CCEDC was capable of identifying the properties without the township's input. Mr. Ross said the group likely has realtors working with them and they should be able to identify those properties. Mrs. Miller said there is property in the township that is not for sale but is developable. She gave the example of Nottingham Business Center owned by Jim Marks. She said she wasn't in favor of spending a lot of time on identifying the properties but could take 10 minutes out of her day to identify the tax parcels and forward those to Mrs. Bell.

CWA Water Line: Mrs. Bell asked where things were with the water line. Mrs. Miller said that she talked to Brian MacEwen and he said they anticipate being done in May; they originally had an end date of July.

Stoltzfus Stormwater Agreements: Mrs. Bell requested to table the agreements until the next meeting. She said her husband might be doing work for the project and felt it might be a conflict of interest.

FINANCIAL REPORTS

Bank Statements: Mrs. Bell moved to accept the bank statements for the period ending February 28, 2018 and give them to the Secretary/Treasurer for reconciliation. Mrs. Miller seconded the motion. Motion carried.

General Fund Bills List: Mrs. Bell moved to approve the General Fund bills list for the period February 28 to March 13, 2018, subject to audit. Mrs. Miller seconded the motion. Motion carried.

ANNOUNCEMENTS

Spring Clean-up Day will be held on Saturday, April 7 from 9:00 a.m. until noon.
Dumpster Day will be held on April 20-21 from 7:00 a.m. to 3:00 p.m.

PUBLIC COMMENT

Mrs. Miller said the Peach Bottom Drill is April 17. Training for the drill will be held on April 5 at 6:30 p.m. at the municipal building. She asked anyone interested in participating in the drill, to please let he know and plan to attend the training.

ADJOURNMENT

Mrs. Bell moved to adjourn the meeting at 8:42 p.m. Mrs. Miller seconded the motion. Motion carried.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer