

WEST NOTTINGHAM TOWNSHIP
Board of Supervisor's Meeting Minutes
Tuesday, March 28, 2017

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, William Winand, Norm Marsh, Scott Moran, Donald Armstrong, Wayne Gray, Rob Mills, and Diane Smith.

AGENDA COMMENTS

Mr. Winand announced that Cub Scouts from Pack 441 and Boy Scouts from Troop 44 will be meeting on April 22 for Spring Clean-up Day. He invited other volunteers to join them at the municipal building beginning at 9:00 a.m. Road assignments will be handed out along with the necessary supplies. Police personnel will be on hand to help with traffic control. It was noted that the entire month of April is Spring Clean-up Month. Volunteers are welcome to stop by the municipal building during regular hours to pick up supplies to pick up debris and trash along any road in the township. Mr. Marsh will provide Mr. Winand with the list of the roads that need the most attention.

Mrs. Bell noted that she attended the Union Fire Company and Ambulance Division liaison meeting and would provide an update under new business.

PUBLIC HEARING

Mrs. Bell recessed the meeting at 7:02 p.m. to conduct the public hearing for two Agricultural Security Area applications. The regular meeting was reconvened at 7:04 p.m.

COMMITTEE REPORTS

Mrs. Bell announced that the committee reports were available upon request.

APPROVAL OF MEETING MINUTES

Minutes from the February 28, 2017 Supervisors Meeting: Mrs. Miller moved to approve the minutes from the February 28, 2017 supervisors meeting. Mr. Winand seconded the motion. Motion carried unanimously.

EXECUTIVE SESSIONS

An executive session was held after the February 28, 2017 meeting to discuss a personnel matter. An executive session was held on March 16 to discuss the Armstrong franchise agreement renewal negotiation with Phil Fraga of Cohen Law.

OLD BUSINESS

Novello 2-lot Subdivision Waiver Request and Driveway Easement Agreement: Mrs. Bell moved to grant a waiver from the imposition of the following provision of Section 621.3 of the Township of West Nottingham Subdivision and Land Development Ordinance which states that single access driveways shall be at least nine (9) feet wide and where crossing a bridge, such bridge shall be at least ten (10) feet

wide. Shared access driveways shall be at least eighteen (18) feet wide for the portion of the length shared by the adjacent properties. The remaining length of the driveway should comply with the single driveway requirements. Mr. Winand seconded the motion. Motion carried unanimously. Mrs. Bell noted that a waiver of Section 621.3's minimum shared access driveway width requirement of eighteen (18') feet is hereby granted. This waiver is expressly conditioned upon the Applicant's acceptance of the following provision: should ownership of title to either Lots 1 or 2 be divested from Brian and Rita Novello, husband and wife; or Joshua Hodgson and Katlyn Novello-Hodgson, husband and wife, the waiver shall be thereby revoked and the shared access driveway must be modified to be brought into compliance with the requirements of Section 621.3.

Stoneyfield Estates: Mr. Mills and Ms. Smith requested to have Ragan Engineering, the Township's alternate engineer, perform the inspections on their land development plan. A letter was submitted from their attorney outlining some of the reasons for the request. Mr. Mills said they were concerned that because LTL Consultants was so far away, inspections would be delayed resulting in additional costs for contractors. Mr. Mills said that Ragan Engineering conducted the review of the project and because he lives and works locally, Mr. Ragan would be able to conduct inspections in timely manner. Mrs. Miller noted that Mr. Ragan was appointed the alternate engineer so there is no need to make a special appointment. She also noted that there will be no infrastructure or roads dedicated to the township. She said that if there were going to be infrastructure and roads dedicated to the Township, she would lean toward having LTL Consultants perform the inspections. Mrs. Bell asked Mr. Moran if he had an opinion about the request. He said since Ragan Engineering did the plan review from beginning to end, and he is already on staff, that it makes sense to use him to do the inspections. Mrs. Bell asked who was in favor of allowing Ragan Engineering to do the inspections. Mrs. Miller and Mr. Winand both said they thought it was acceptable. Mrs. Bell recused herself from the decision process since she lives next to the property. Mrs. Miller will contact Ragan Engineering and LTL Consultants to let them know the Supervisors decision.

Component 2M Discussion: Mrs. Bell talked to the Township engineer and he asked the Supervisors to consider the following:

1. Discussing the 'program' with the County Health Department/Sewage Enforcement Officer;
2. Sending Kelly Sweeney at DEP a draft of the entire 2m package for informal review; and
3. Determine if the Township will provide/request that pumpers fill out and would accompany the pumping receipt; if provided, it would be useful info for the database.

Mrs. Bell noted that David Ross had commented about East Nottingham Township's experience with tracking the pump outs. Mr. Moran said he would talk to P.J. Scheese and Debbie Kinney to find out how their townships are handling the tracking. He also said he would contact the Chester County Health Department to see if they have a standard form. The Supervisors agreed to move forward with an informal review with DEP.

Dumpster Day: Mrs. Bell moved to hold Dumpster Day on April 7-8. Mr. Winand seconded the motion. Motion carried unanimously.

NEW BUSINESS

Bids: There was discussion with Mr. Marsh on Park Road paving project and the skin patching in-place. Mr. Marsh explained that by performing skin patching in-place, the placement of stone was more precise because a computerized chipping machine is used to put the stone down. After the stone is spread, a roller is used to roll the stone into the oil reducing the amount of loose stone on the roadway. He said it does a better job than just skin patching, but it costs about \$3,500 to \$4,000 more than

conventional skin patching. Mr. Marsh said he also wanted to pave Park Road from the Goat Lady's house to Cemetery Road. He said he would like to widen portions of Park Road but the cost to do that would be \$35,000 to \$40,000 more. Mr. Winand wanted to know the length of the paving project. Mr. Marsh said it was about .59 of a mile. He asked if there were any roads that were in worse condition than Park Road. Mr. Marsh said no. There was discussion about prevailing wage requirements and whether or not the project would come in under the \$100,000 threshold. Mr. Marsh said it would be close but likely be more. Mrs. Miller noted that the Board would need to decide if they wanted to do the widening because prevailing wage rates would need to be requested from Labor & Industry. She noted that after receiving the 2017 funds for liquid fuel, there would be approximately \$200,000 to spend. The Supervisors agreed to bid the paving project to include widening the road. Mr. Winand moved to authorize the Secretary to advertise bid packages for skin patching in-place and the Park Road paving project with widening to be opened at 7:00 p.m. on April 25, 2017. Mrs. Miller seconded the motion. Motion carried unanimously.

Resolution 6-2017, Emergency Declaration for March 13-16 Storm: Mrs. Miller moved to adopt resolution 6-2017 and ratify the decision to declare an emergency for the weather event that took place on or around March 13-16, 2017. Mrs. Bell seconded the motion. Motion carried unanimously. Mrs. Miller noted that by having this resolution in place prior to the storm, it would allow the Township to hire contractors or purchase materials without going through the bidding process. Further, an emergency declaration would be needed if FEMA declared an emergency and provided assistance to municipalities to recoup some of the funds used to clean up after the storm.

Resolution 7-2017, ASA Addition: Mrs. Bell moved to adopt resolution 7-2017 adding the following tax parcels to the Township's Agricultural Security Area: 68-5-49, 68-5-54.2, 68-7-14, and 68-7-14.1. Mr. Winand seconded the motion. Motion carried unanimously.

Armstrong Cable TV Franchise Renewal Hearing: Mr. Winand moved to schedule a hearing to receive public comment regarding the past performance of the cable operator, and to identify the future cable-related community needs of the Township on May 9, 2017 at 7:00 p.m. Mrs. Miller seconded the motion. Motion carried unanimously. Mr. Armstrong said he'd like to see WGAL as part of the channel line up again. He said there was a dispute with WGAL and DirecTV. When he contacted Armstrong or DirecTV about removing WGAL, they blamed the FCC for restricting them from allowing the channel to be part of the local line-up. When he contacted the FCC, they said they had nothing to do with it. No one wants to take responsibility for getting rid of the channel.

Uncollectable Real Estate Taxes: Mrs. Miller moved to exonerate the property tax liens for the following tax parcel because the mobile homes were removed: 68-02-126.5T (Thomas N. Meyrick), and 68-6-95T (William North III) and to authorize Tiffany Bell to sign the Authorization form on behalf of the Board of Supervisors. Mr. Winand seconded the motion. Motion carried unanimously.

Condensed Report: Mr. Winand moved to advertise the condensed report as presented by Barbacane Thornton & Company. Mrs. Bell seconded the motion. Motion carried unanimously.

Spring Newsletter: Mrs. Bell moved to authorize the Secretary to post the newsletter on the Township website and mail hard copies as requested. Mr. Winand seconded the motion. Motion carried unanimously.

Union Fire Company Liaison Meeting: Mrs. Bell reported that the municipal donations made to the ambulance division would be used to meet payroll. She said the bad debt listed on their financial statement was for expenses that were uncollected from insurance claims. She said that the Rising Sun

ambulance division is volunteer and the UFC Ambulance Division often covers calls in Rising Sun and call from Calvert Manor. She provided statistics on 2016 and 2017. She said that both the fire company and ambulance division would provide statistics on mutual aid at future meetings. The fire company is also gearing up to purchase another truck but they said they have saved enough money to buy it. They said they buy Pierce because of maintenance requirements. There was discussion on funding which includes a pass through from the State, annual donations from the municipalities, and billing insurance companies. Mrs. Miller asked if they were going to do any fundraising. Mrs. Bell said they have rented the hall to a caterer and they are trying to do some fundraising. She added that they have no plans to move the fire company.

FINANCIAL REPORTS

Bank Statements: Mrs. Bell moved to accept the bank statements for the period ending February 28, 2017 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 March 1-28, 2017, subject to audit. Mrs. Bell seconded the motion. Mr. Winand and Mrs. Bell voted in favor of the motion. Mrs. Miller recused herself from the vote. Motion carried.

PUBLIC COMMENT

Mr. Gray asked about the holding tank agreement for the church. Mrs. Miller said she hoped to have the updated agreement from the Solicitor in time for the next meeting.

ADJOURNMENT

Mrs. Bell Moved to adjourn the meeting at 8:23 p.m. Mr. Winand seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer