

WEST NOTTINGHAM TOWNSHIP
Board of Supervisors Meeting Minutes
Tuesday, June 12, 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, David Ross, and Charice Russell.

AGENDA COMMENTS

Mrs. Bell suggested putting the Armstrong franchise agreement on the July 24th meeting agenda. Mrs. Miller wanted to discuss a summer meeting schedule under New Business.

COMMITTEE REPORTS

Committee reports are available upon request.

APPROVAL OF MEETING MINUTES

Minutes from the May 22, 2018 Supervisors Meeting: Mr. Winand moved to approve the minutes from the May 22, 2018 supervisors meeting. Mrs. Bell seconded the motion. Motion carried unanimously.

EXECUTIVE SESSIONS

No executive sessions were held since the last meeting.

OLD BUSINESS

Conditional Approval of Freedom Fest Application: Mrs. Bell moved to authorize Chester County to conduct a fireworks display on County property, approve the permit for the Freedom Fest event, and authorize John Reynolds the Emergency Management Coordinator (EMC) to issue the permit provided the following conditions are met: a. Approval of the Certificate of Insurance by the Township Solicitor; b. Any and all conditions required by the township and the EMC are met to the satisfaction of the EMC; and c. A permit fee of \$250 is paid prior to the date of the event. Mr. Winand seconded the motion. Motion carried unanimously.

Salt Shed: Mrs. Miller reported that the Road Master was getting quotes from other concrete contractors for comparison. Mr. Winand reported that Moser Roofing would be out on Wednesday to look at the salt shed and possible make a recommendation for sealing/repairing.

Component 2M: Mrs. Bell announced that there will be an additional 30-day comment period to an official Act 537 Component 2M Sewage Facilities Planning Application submitted by the Township. The period begins on June 12, 2018 and ends on July 11, 2018. Written comments are invited from the public and must be submitted or postmarked to the Township by July 11, 2018 in order to be included in

the Plan for the PA DEP's review. There will be no public meeting to receive comments; only written comments will be accepted.

300th Celebration/Community Event: There was discussion about the 300th anniversary of the township and whether or not to hold community event. Mrs. Miller said she had researched color runs and they have lost their appeal. She suggested a car show and vendor fair but if it is supposed to be a fundraiser for the Ambulance Division, then they'd have to come up with some other activity for people to pay for. There was also discussion about Representative Lawrence, Senator Dinniman, and US Senator Toomey giving special citations to the township commemorating the 300th anniversary. Mrs. Miller suggested doing it at Freedom Fest. Mrs. Bell said she would talk to Ed Herr.

NEW BUSINESS

OASA Representative Appointment: Mrs. Bell moved to appoint Robert Russell to fill West Nottingham's vacancy on the Oxford Area Sewer Authority Board for the remainder of the existing term which expires on December 31, 2021. Mr. Winand seconded the motion. Motion carried unanimously.

Drinking Water Subscription: Ready Refresh is increasing their fees for drinking water/dispenser, effective June 28. A delivery fee of \$5.95 will be added to each delivery; used to be free delivery. The price per bottle is increasing from \$4.29 to \$5.49. The price for monthly bottle water dispenser rental is increasing from \$7.98 to \$8.99. Mrs. Miller suggested purchased a water cooler and water from another source. Mr. Winand suggested calling Ready Refresh and asking for the "buy-out" price to purchase the current water cooler.

Triumph Electric - Generator Service Contract Renewal: There was discussion regarding a generator maintenance contract. The generators haven't been serviced since April 2016. The cost would be \$250 per year per generator. This fee covers a yearly cleaning and 1-hour of labor if a repair is needed. Mr. Winand moved to renew the maintenance contract for both generators with Triumph Electric at a cost of \$250 per unit. Mrs. Bell seconded the motion. Motion carried unanimously.

Water Access for OARA Park: Mrs. Miller reported that Oxford Borough has requested the OARA consider asking the other member municipalities to help the Boro pay for the installation of a well and pressure tank at the OARA Park. She said she asked for this to be added to the OARA agenda for the next meeting. She didn't know why the OARA was getting involved in the financial part of the water access since the project is supposed to be completed by Oxford Borough. She will report at the next meeting. She also noted that the OARA is selling engraved bricks for the dog park; a 4x8 brick is \$50 and an 8x8 brick is \$250. Mrs. Bell said she would be in favor of purchasing an 8x8 brick to commemorate the township's 300th birthday. Mrs. Miller said she would work on options for engraving and present it at a future meeting.

Request from Library: Carey Bresler would like to come to a July meeting. After some discussion it was decided that July 24 would be best.

Summer Meeting Schedule: There was a brief discussion on having one meeting per month during the summer months. If there is a lot of business, then we would have the meeting. Mrs. Miller noted that she would not be here to attend the June 26th meeting. The Supervisors decided to cancel the June 26th meeting. The next meeting would be July 10th.

Letter from the Planning Commission: The Planning Commission has requested that the Board of Supervisors authorize the Township Engineer to provide input, suggest specific language, and meet with the Planning Commission on the following areas of the ordinances:

1. Zoning Section 1004 - Screening & Landscaping, specific wording regarding adequacy of setback from property lines, and a plant species list;
2. SALDO Section 403.25.F - requiring Township Engineer to sign final plans;
3. SALDO Section 308.2 - number of lots allowed in a ‘Minor’ plan;
4. Zoning Section 806.H - define purpose of waiting area in a mobile home park;
5. Zoning Section 905.B - Wetland delineation;
6. General input on Kennels - possibly other ordinances he is familiar with regarding to use and zoning that may be helpful;
7. A review of our list, for possible additions and updated definitions, of primary, by-right, and accessory uses for glaring omissions due to more current conditions, such as cannabis dispensary, brew-pub, distillery, etc. in addition to the definition of “billboard.”

Mrs. Miller moved to forward the Planning Commission letter on to the Township Engineer and to ask him to review the list of ordinances. Mr. Winand seconded the motion. Motion carried unanimously. Mrs. Russell asked to be copied on the engineer’s response. There was also some discussion on having a response before the July meeting. Mrs. Miller noted that the Planning Commission meeting is only 3 weeks away. She suggested having a response for the August meeting and would convey that to the engineer.

FINANCIAL REPORTS

Bank Statements: Mrs. Bell moved to accept the bank statements for the period ending May 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 May 23 to June 12, 2018, subject to audit. Mrs. Bell seconded the motion. Motion carried unanimously.

Liquid Fuels Fund Bills List: Mr. Winand moved to approve the Liquid Fuels Fund bills list for the period May 23 to June 12, 2018, subject to audit. Mrs. Bell seconded the motion. Motion carried unanimously.

ANNOUNCEMENTS

- Lamar Outdoor Advertising Conditional Use Hearing will be held on June 14 at 6:30 p.m.
- The Oxford Area Recreation Authority postponed “Kids to Park” day – it will be held on Saturday, June 16 from 9:30 a.m. to 12:30 p.m. The event is free with lots of activities for kids of all ages.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Mrs. Bell moved to adjourn the meeting at 7:59 p.m. Mr. Winand seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer