

**WEST NOTTINGHAM TOWNSHIP**  
**Board of Supervisors Meeting Minutes**  
**Tuesday, July 10, 2018**

Vice Chair William Winand 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:** William Winand, Candace Miller, David Ross, Charice Russell, and Don Armstrong.

**AGENDA COMMENTS**

Mr. Ross requested to give an update on the most recent ORPC meeting.

**COMMITTEE REPORTS**

Mr. Ross gave a brief summary of the items discussed at the June ORPC meeting. The Brandywine Conservancy gave a presentation on the current stormwater initiative. They are looking for support in the form of grants while they wait for formal responses from DEP. He said East Nottingham Township and Oxford Borough would not be eligible for MS4 waivers and may be required to do things they didn't want to do. Landscapes 3 was also discussed; they county is seeking comments by July 31. Mr. Ross suggested having the Historical Commission look at the "Appreciate" section. He also suggested reviewing the Rural Center section to see if our view of the village area is different. Mr. Ross said there would be a town hall on September 27 titled "Let's talk about drugs" at 6:30 p.m. at the Oxford Area High School. Child care will be provided by licensed caregivers.

**APPROVAL OF MEETING MINUTES**

**Minutes from the June 12, 2018 Supervisors Meeting:** Mr. Winand moved to approve the minutes from the June 12, 2018 supervisors meeting. Mrs. Miller seconded the motion. Motion carried.

**EXECUTIVE SESSIONS**

No executive sessions were held since the last meeting.

**OLD BUSINESS**

**Component 2M, Response to DEP Letter:** Mrs. Miller explained that the comment period for the Component 2M ends July 11<sup>th</sup>. In DEPs response to the Component 2M, they asked for confirmation that the Township Sewage Enforcement Officer (Chester County Health Department) would not be assigned the administrative responsibilities such as coordinating pumping and inspections, maintaining a database, etc. Mrs. Miller said that the Township has appointed individuals to a committee to develop the procedures and assign these responsibilities and this will be conveyed to DEP. Mrs. Miller moved to provide assurance to DEP that the Sewage Enforcement Officer will not be assigned administrative responsibilities and tasks, approve the response to DEPs letter, and authorize the Township Engineer to submit it after the comment period has passed. Mr. Winand seconded the motion. Motion carried.

**Township's 300<sup>th</sup> Anniversary:** Mrs. Miller said she talked to Kelly from East Nottingham Township about participating with them in a birthday celebration at the September First Friday event in Oxford. The idea was to hand out mini-cupcakes and decorate the tent like a birthday party, with balloons and party games. Mrs. Miller said that Citadel Bank sent a check for the Country Fair, but since we are not having that event, she said she would contact Citadel to see if the donation could be used for the cupcakes. Kelly is going to talk to OMI about getting a space and Daisy Mae printing about fliers and a banner. Pending discussion with Citadel Bank about using the donation for a birthday celebration, Mrs. Miller moved to coordinate with East Nottingham Township on a birthday celebration at the September First Friday in Oxford. Mr. Winand seconded the motion. Motion carried.

## **NEW BUSINESS**

**Union Fire Company No. 1 Annual Contract:** Mr. Winand moved to pay \$39,238.52 to Union Fire Company No. 1 for the annual municipal contract for fire and rescue service. Mrs. Miller seconded the motion. Motion carried.

**Union Fire Company No. 1 Ambulance Division Annual Contract:** Mr. Winand moved to pay \$15,007.00 to Union Fire Company No. 1 Ambulance Division for the annual municipal contract for EMS service. Mrs. Miller seconded the motion. Motion carried.

**Agricultural Security Area Submission from Walter Ronald Reid:** Mrs. Miller moved to acknowledge receipt of the Agricultural Security Area application from Walter Ronald Reid for tax parcels 68-6-2.1, 68-6-2.1A, and 68-6-2.4 on June 27, 2018 and to ratify the decision of the Secretary to advertise the application on July 5 to meet the requirement set forth in the ASA law to publish a legal notice within 15 days of receipt of the application announcing the modification period, which ends on July 20<sup>th</sup> for the Reid application. Mr. Winand seconded the motion. Motion carried.

**Agricultural Security Area Submission from David and Tiffany Bell:** Mrs. Miller moved to acknowledge receipt of the Agricultural Security Area application from David K. and Tiffany L. Bell for tax parcel 68-6-147.4 on July 9, 2018 and to authorize the Secretary to publish a notice of receipt in the Daily Local News announcing the modification period which will end on July 27, 2018. Mr. Winand seconded the motion. Motion carried.

## **FINANCIAL REPORTS**

**Treasurer's Report:** Mr. Winand moved to approve the Treasurer's Report for the period ending May 31, 2018. Mrs. Miller seconded the motion. Motion carried.

**Reconciliation Report:** Mr. Winand moved to approve the Reconciliation Summary for the General Fund checking account at Meridian Bank for the period ending May 31, 2018, subject to audit. Mrs. Miller seconded the motion. Motion carried.

**Bank Statements:** Mr. Winand moved to accept the bank statements for the period ending June 30, 2018 and give them to the Secretary/Treasurer for reconciliation. Mrs. Miller seconded the motion. Motion carried.

**General Fund Bills List:** Mr. Winand moved to approve the General Fund bills list for the period June 13 to July 10, 2018, subject to audit. Mrs. Miller seconded the motion. Motion carried.

**ANNOUNCEMENTS**

- A decision on the Lamar Outdoor Advertising Conditional Use Hearing will be given at the July 24 Supervisors meeting.

**PUBLIC COMMENT**

Mr. Ross requested a copy of the transcript from the Lamar Conditional Use Hearing when it becomes available.

**ADJOURNMENT**

Mr. Winand moved to adjourn the meeting at 8:03 p.m. Mrs. Miller seconded the motion. Motion carried.

Respectfully Submitted,

Candace Miller  
Secretary/Treasurer