

WEST NOTTINGHAM TOWNSHIP
Board of Supervisor's Meeting Minutes
Tuesday, July 11, 2017

Chair Tiffany Bell called the meeting to order at 7:01 p.m. The pledge of allegiance was followed by a moment of silence.

The following were in attendance: Tiffany Bell, Candace Miller, William Winand, Scott Moran, Charice Russell, Judge Scott Massey, Brian Bolt, Tom McFadden, Adam Weaver, John Reynolds Jr., David Ross, Don Armstrong, Samuel Stoltzfus, and Tom Savage.

AGENDA COMMENTS

Mr. Armstrong wanted to know if the route for the water line had changed. He said an article in a Maryland newspaper said the route had changed so number of easements would be reduced from 33 to three. Mrs. Miller said the Chester Water Authority has not mentioned any changes to the route in Pennsylvania.

COMMITTEE REPORTS

Committee reports are available upon request.

APPROVAL OF MEETING MINUTES

Minutes from the June 13, 2017 Supervisors Meeting: Mr. Winand moved to approve the minutes from the June 13, 2017 Supervisors meeting. Mrs. Bell seconded the motion. Motion carried unanimously.

Minutes from the July 3, 2017 Special Meeting: Mrs. Miller moved to approve the minutes from the July 3, 2017 special meeting. Mr. Winand seconded the motion. Mrs. Miller and Mr. Winand voted in favor of the motion. Mrs. Bell recused herself because she was not at the hearing. Motion carried.

EXECUTIVE SESSIONS

There were no executive sessions held since the last meeting.

PRESENTATIONS

Promotion of Officer Brian Bolt to Sergeant: Mrs. Bell moved to promote Officer Brian Bolt to Sergeant and increase his pay to \$22.55 effective July 8, 2017. Mrs. Miller seconded the motion. Motion carried unanimously. Judge Massey performed the swearing in ceremony for Sgt. Bolt.

OLD BUSINESS

Traffic Signal Timing: Mrs. Miller announced that the signal timing has been updated by Bill Hitchens but he has not submitted a report to PennDOT detailing the changes. She said she noticed significant improvements in the number of cars that are able to get through the light. There was no cost to the township for this effort.

Nottingham Country Fair and Color Fun Run: Mrs. Miller reported that the estimated provided by Race Roll Dye had been reduced to \$5415, after the coordinator changed the number of photographers

to one. The Township Solicitor reviewed the estimate and added some things to make it more like an agreement. The run coordinator signed it and sent it back to the township. The Supervisors conditionally approved the agreement pending the Township's Solicitor's review. Included in the bills list is a check for \$2707.50, half of the run fee. The ticket website up and running and she will be sending emails out to last year's participants to advise them of the tickets. Mrs. Miller and Mrs. Russell attended July's First Friday in Oxford to promote the fair and color fun run. Mrs. Miller is planning to be at the August First Friday as well.

Pearson/Stoltzfus Subdivision/Add-on Plan: There was discussion regarding the note the Township Solicitor's suggested regarding the accessory structures that are over or on the property line. The recommended note reads: "Two existing structures located on the property line between UPI No. 68-5-50.1 and UPI No. 68-5-50.1 shall be permitted to remain so long as the two parcels are in common ownership. Upon conveyance by sale or other disposition of one or both of the two parcels creating separate ownership, the structures shall be removed from the property line [or, alternatively, an ownership and maintenance agreement shall be entered into and recorded to define the rights and obligations as between the separate owners]. This requirement shall not apply to transfers of ownership as between present owners, Samuel F. Stoltzfus and Malinda S. Stoltzfus, and child." The Township Solicitor noted that the reference to transfer between parent and child, as opposed to direct descendants is intended to apply to both the transfer out from the present owners to their son, and the ultimate transfer back to the present owners, which the applicant indicated was his plan. There was discussion of the existing structures and their location to the property line. Mr. Stoltzfus is going to have his attorney look over the note and if acceptable, forward it on to the engineer for inclusion on the plan. There was also some discussion regarding the review period and the need for an extension if the plan was not approved at the next Supervisors meeting. The applicant requested a waiver of section 402.11 requiring existing features within 200' of the property be identified on the plan. Mrs. Bell moved to approve the waiver to section 402.11. Mr. Winand seconded the motion. Motion carried unanimously.

NEW BUSINESS

Resolution 9-2017, Fee Schedule Update: Mrs. Miller moved to adopt Resolution 9-2017 updating the fees related to street opening permits, miscellaneous, and other administrative fees. Mr. Winand seconded the motion. Motion carried unanimously.

Zoning Variance Request: Mrs. Bell announced that a zoning variance application was received on July 6 from Robert Monk who is seeking relief from section 1102.A.7. There was a brief discussion on the variance application and the reason the applicant is making the request. The Supervisors had no comments to pass onto the Zoning Hearing Board.

Union Fire Company No. 1 Annual Contract: Mrs. Bell moved to pay \$36,089.14 to Union Fire Company No. 1 for the annual municipal contract for fire and rescue service. Mr. Winand seconded the motion. Motion carried unanimously.

Union Fire Company No. 1 Ambulance Division Annual Contract: Mrs. Miller moved to pay \$9,150.00 to Union Fire Company No. 1 Ambulance Division for the annual municipal contract for EMS service. Mr. Winand seconded the motion. Motion carried unanimously.

Quotes for Pipe Repair on Somerset Drive: The Road Master provided quotes to repair the pipe on Somerset Drive: \$2850 from R.T. Price Excavation & Paving, and \$3500 from Walsh's Excavating. After some discussion, the Supervisors decided they wanted the Road Master to get one more estimate for the work. The discussion was tabled until the next meeting.

Refund to Karen Moore: Mrs. Bell moved to refund Karen Moore \$5 for overpayment of a zoning permit. Mr. Winand seconded the motion. DISCUSSION: Mrs. Miller noted that Mrs. Moore paid \$60 cash for a zoning permit and the cost was \$55. Mrs. Bell called for a vote. Motion carried unanimously.

Refund to Beth Subach: Mrs. Bell moved to refund Beth W. Subach \$3834.42 of realty transfer tax that was paid for an agricultural conservation easement that was sold in December 2015. Mrs. Miller seconded the motion. DISCUSSION: Under the law, the sale should have been exempt from the realty transfer tax. Mrs. Bell called for a vote. Motion carried unanimously.

Employment advertisement: Mr. Winand moved to advertise for a part-time roadman in the Community Courier for two publications for approximately \$200, and to place a notice on the website and Facebook page. Mrs. Miller seconded the motion. Motion carried unanimously.

Component 2M Update: Mrs. Bell reported that the Component 2M sent to the Bill Conrad of the Chester County Health Department has been forwarded to Tom Quinn for review.

Freedom Fest Follow-up: Mr. Reynolds attended the Freedom Fest after action meeting this evening. He said approximately 7,000 people attended the event. It was speculated that the rain just prior to the event might have kept some people away. Fortunately, other than the rain, there were no major problems. Mr. Reynolds said that there was discussion on the date for next year. There is some concern because they are talking about holding it after July 4. Typically, when the holiday falls in the middle of the week, it is held prior to the holiday. In the past when it has been held after the holiday, availability of public safety personnel becomes an issue.

FINANCIAL REPORTS

Treasurer's Report: Mr. Winand moved to approve the Treasurer's Report for the period ending May 31, 2017. Mrs. Bell seconded the motion. Motion carried unanimously.

Reconciliation Report: Mrs. Bell moved to approve the Reconciliation Report for the General Fund checking account at Meridian Bank for the period ending May 31, 2017, subject to audit. Mr. Winand seconded the motion. Motion carried unanimously.

Bank Statements: Mrs. Bell moved to accept the bank statements for the period ending June 30, 2017 and give them to the Secretary/Treasurer for reconciliation. Mr. Winand seconded the motion. Motion carried unanimously.

Transfer from Emergency Services Fund to General Fund: Mrs. Bell moved to transfer \$4966.22 from the Emergency Services Fund to line item 385.100 Emergency Services with the intention of using these funds to pay a portion of the annual fee to the Ambulance Division. Mr. Winand seconded the motion. Motion carried unanimously.

General Fund Bills List: Mrs. Bell moved to approve the General Fund bills list for the period June 14 to July 11, 2017, subject to audit. Mr. Winand seconded the motion. Mrs. Bell and Mr. Winand voted in favor of the motion. Mrs. Miller recused herself because there was a reimbursement check for her in the bills list. Motion carried.

ANNOUNCEMENTS

Mrs. Bell announced that planning is underway for the Nottingham Country Fair and Color Fun Run. She asked anyone who might be interested in volunteering to please contact the Secretary.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Mrs. Bell moved to adjourn the meeting at 7:53 p.m. Mr. Winand seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer