

WEST NOTTINGHAM TOWNSHIP
Board of Supervisors Meeting Minutes
Tuesday, August 28, 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, Don Armstrong, Anita Bower, Elvira Shaw, David Ross, Charice Russell, and Robert Russell.

AGENDA COMMENTS

There were no comments to the agenda.

COMMITTEE REPORTS

Committee reports are available upon request.

APPROVAL OF MEETING MINUTES

Minutes from the August 14, 2018 Supervisors Meeting: Mrs. Miller moved to approve the minutes from the August 14, 2018 supervisors meeting. Mrs. Bell seconded the motion. Motion carried.

EXECUTIVE SESSIONS

No executive sessions were held since the last meeting.

OLD BUSINESS

Armstrong Franchise Agreement Renewal: Mrs. Bell asked if the item could be postponed until the next meeting as she had some questions about the agreement. Mr. Armstrong asked about requiring Armstrong to provide Lancaster TV channels such as WGAL. Mrs. Miller said she would ask again but from her recollection, programming areas are set by the FCC and Armstrong has to choose the market for various viewing areas. She said she would contact Phil Fraga to see if this was something we could negotiate. Mrs. Miller moved to table the discussion on the Armstrong Franchise Agreement Renewal until the September 11th meeting. Mrs. Bell seconded the motion. Motion carried.

NEW BUSINESS

Letter of Support for National Fish and Wildlife Foundation (NFWF) Chesapeake Bay Small Watersheds Grant for Planning and Technical Assistance: Mr. Ross gave an update on the MS4 efforts for the Oxford Area with the help of the Brandywine Conservancy. He reported that there is grant funding available, and asked the Supervisors to write a letter of support for the grant application. He said there was no obligation on the part of the municipalities other than to attend meetings or provide information. Mrs. Bell moved to send a letter of support to Environmental Finance Center at the University of Maryland for the NFWF Chesapeake Bay Small Watersheds Grant for Planning and

Technical Assistance. Mrs. Miller seconded the motion. Motion carried. Mrs. Bell thanked Mr. Ross for all of his work keeping up with the MS4 requirements and effort for the region.

2018 Distress Determination Score for Municipal Pension Reporting Program: Mrs. Miller reported that the township's pension distress determination score is "1" and no remedies were identified or required for the township. Mrs. Miller moved to authorize Tiffany Bell to sign the Act 205 Recovery Program Election Form Level I with no mandatory or voluntary remedies selected. Mrs. Bell seconded the motion. Motion carried.

Stormwater Best Management Practices and Conveyances Operation and Maintenance Agreement with Edward Gritt: Mrs. Bell moved to enter into the Stormwater BMP and Conveyances O&M agreement with Edward Gritt for the property located at 62 State Line Road. Mrs. Miller seconded the motion. Motion carried.

Stormwater Best Management Practices and Conveyances Operation and Maintenance Agreement with Ronald and Edna Settine: Mrs. Miller moved to enter into the Stormwater BMP and Conveyances O&M agreement with Ronald and Edna Settine for the property located at 158 Cemetery Road. Mrs. Bell seconded the motion. Motion carried.

Purchasing Card through COSTARS: Mrs. Miller explained that US Bank is offering COSTARS members a purchasing credit card with no annual fees or transaction fees. Interest is only charged if a balance is rolled over from month to month. Payment is due within 14 days of the end of the billing cycle. There are fees if you run past that date or have any foreign transactions. Currently, when we have to make a purchase using a credit card, the employee uses his/her personal card and then submits for reimbursement. Currently, employees are using their personal credit cards to pay for services billed monthly and for supplies or equipment. Mrs. Bell said the township needs to be responsible for its own bills and agreed that having a credit card would be a good idea. Mrs. Bell moved to authorize the Secretary to apply for a purchasing card through the US Bank COSTARS program. Mrs. Miller seconded the motion. Motion carried.

FINANCIAL REPORTS

Treasurer's Report: Mrs. Bell moved to approve the Treasurer's Report for the period ending July 31, 2018. Mrs. Miller seconded the motion. Motion carried.

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

General Fund Bills List: Mrs. Bell moved to approve the General Fund bills list for the period August 15 to 28, 2018, subject to audit. Mrs. Miller seconded the motion. Motion carried.

ANNOUNCEMENTS

East and West Nottingham Townships will be at the September 7 First Friday to give out cookies to commemorate the 300th anniversary of the townships. We need volunteers to help set up and cleanup, hand out goodies, etc.

The “Let’s Talk About Drugs” town hall will be held at Oxford High School on September 27, 2018 beginning at 6:00 p.m.

PUBLIC COMMENT

A resident complained about dump trucks speeding on West Ridge Road. She said the trucks carry dirt and the loads aren’t covered so dirt flies out of the truckbeds all over the road. She also alleged that a neighbor who allows dumping of mushroom compost on his property is not using good practices. When it rains, the compost is running into her yard and onto the road. Mrs. Bell said the township will bring the speeding issue to the attention of the Police department. Mrs. Miller said she would talk to the Zoning Officer about the dumping and ask him to contact the Conservation District.

Mr. Armstrong reported that the edge of the road near 560 Fremont Road was broken up for 50-60 feet. CWA trenched off the shoulder, but their equipment could have done the damage. Mrs. Bell said the township was concerned about the road damage during construction of the water line; the roads were videotaped so we should be able to see if the damage was done after construction started. Mrs. Miller said she would ask the Road Master to take a look.

Mr. Ross reported on some discussion at the last ORPC meeting. He said Robert Ketchum talked about the Borough’s commitment to run water to the OARA site and suggested getting a bid for directional drilling. At the ORPC meeting, Joel Brown provided some history on the commitment. He said Glenn Elders was a huge proponent of the project and he convinced the Borough to do it to move it forward.

Mr. Ross also talked about the meeting on September 6 at Penn Township regarding the possible sale of CWA. He said it might be a good idea for someone from the township to attend. He said there is a September 4 deadline to make comment on the plan to rescue Chester, and part of the plan is to sell CWA. Chester has been in receivership (Act 47) process for five years. They can get an extension for 3 years, but the consultants developing a plan to get them out of the receivership is suggesting the sale of the CWA. Mrs. Miller said she was curious how the money would be divided up if there was a sale. Chester has 1/3 representation on the board but only 22% of the rate payers.

Ms. Bower said she would support a 20-cent increase for the annual per capita donation to the Library.

ADJOURNMENT

Mrs. Bell moved to adjourn the meeting at 7:41 p.m. Mrs. Miller seconded the motion. Motion carried.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer