

WEST NOTTINGHAM TOWNSHIP
Board of Supervisor's Meeting Minutes
Tuesday, September 12, 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, Charice Russell, David, Ross, John Reynolds, Jr., Don Armstrong, William Meadowcroft, Brian Slauch, Bob Prettyman, Jr., and Mark Vining.

AGENDA COMMENTS

There were no comments on the agenda.

COMMITTEE REPORTS

Committee reports are available upon request.

APPROVAL OF MEETING MINUTES

Minutes from the August 22, 2017 Supervisors Meeting: Mrs. Bell moved to approve the minutes from the August 22, 2017 Supervisors meeting. Mr. Winand seconded the motion. Motion carried unanimously.

EXECUTIVE SESSIONS

An executive session conference call was held on Friday, September 8 with the Township Solicitor, Township Engineer, and Codes Enforcement Officer, to discuss a legal matter with regard to the Chester Water Authority.

OLD BUSINESS

Hydrants along the CWA Proposed Water Line: Mr. Meadowcroft discussed the need and importance of hydrants along the new waterline. He said that during a discussion with Mrs. Miller earlier in the week, she indicated that the Supervisors had decided not to put in the hydrants which had previously been discussed with Supervisors Eric Todd. Mrs. Bell said that the annual cost of maintenance was a concern given the rising cost of ambulance service. She asked about access to ponds along the water line route and other methods to get water to a fire. Mr. Meadowcroft said that pond use is pre-established and there needs to be year-round access. During warmer months, algae becomes a problem and in colder months, the water freezing over becomes a problem. If they can't draw from a pond, they need to go to the nearest water access point to fill up a water truck. He said the Fire Company is interested in the project because it would allow a sustained water supply in that area of the township, allowing them to replenish their supply quicker. He noted that a residential or commercial fire could use up to 20,000-30,000 gallons of water and the tanker truck only holds 3,000 gallons of water. He suggested passing along the cost of the maintenance to the parcels nearest hydrants. He said that typical NFP (National Fire Protection) standards recommend hydrants every 800 feet. The Fire Company is only suggesting 8 hydrants along the route in the township and asked the Supervisors to consider it a small investment for future development. If the township waited to install the hydrants after the line was built, the cost would be doubled. Mr. Meadowcroft wanted know how much time there was to work on getting hydrants. Mrs. Bell said the Supervisors would need to check with Chester

Water Authority (CWA). The maps originally marked up by Mr. Todd and representatives from the Fire Company were not available. Mr. Meadowcroft provided a map with suggested locations. He noted that suggested hydrants were placed in high density areas or areas with easy access points. Mr. Prettyman suggested passing along the annual maintenance fee to the home and property owners who benefit from the discount given by insurance companies for being close to a hydrant. Mrs. Miller noted that there are certain requirements that have to be followed with regard to taxes. The Supervisors would have to check with the Solicitor on the specifics of who could be taxed for the hydrants and if there were any limitations. Mr. Meadowcroft said that the insurance discount for having a hydrant within 1000 feet is often greater than the tax passed onto the home owner. Mrs. Bell said she did some research and thought the discount was 10 percent. Mr. Meadowcroft asked if there were any grants or assistance to help with the hydrants. Mrs. Bell said we would have to check. There was discussion regarding the colored tops of the hydrants in the Borough. Mr. Meadowcroft said it has to do with flows. There was further discussion about the cost to have the hydrants installed and negotiating the cost of the install with CWA. Mrs. Bell said she appreciated the open discussion and a different perspective other than just the cost of installing and maintain the hydrants. She said this discussion has helped her see the importance of having a water supply available in the township. She also said that we would need to act quickly because the bids may have already closed. Mr. Winand said we had considered cost but now see the value of having the hydrants. Mr. Meadowcroft said they would be happy to help in any way. Mrs. Bell said the township will check with the engineer to see what the cost would be per hydrant and if there was time to add the hydrants to the project. Mrs. Bell said that the Supervisors will see what they could do.

Mrs. Bell asked Mr. Meadowcroft if he wanted to talk about recruiting. He said a regional recruitment grant was awarded to Glenmore Fire Company to cover the entire county of Chester. Over the next couple of years, they will have marketing tools to recruit new “talent” to include fliers, billboards, commercials, etc. There is also money for retention. Union Fire Company currently has an influx of membership applications at this time. They have to buy more fire gear to make sure everyone has proper equipment. He also said he shared the Nottingham Country Fair and Color Fun Run information with the members.

Nottingham Country Fair and Color Fun Run Update: Mrs. Miller reported that as of Monday, there are only 30 people registered for the run. Lori wants to know if we want to do custom T-shirts or use shirts she already has printed. She said she feels that since we offered to put sponsor logos on T-shirts, we should do a custom T-shirt. Mr. Winand and Mrs. Bell agreed. There was discussion about how the event has been advertised or promoted. Mrs. Miller suggested having a last minute “secret” sale and even having a special promotion code for the Fire Company. We are \$615 away from our sponsorship goal; we are still waiting to hear back from Wawa and PECO on the grants we applied for. Mrs. Russell asked if Mrs. Miller knew how the fair part was going. Mrs. Miller said they were doing a final push for craft vendors.

Discussion of Comments from CCHD concerning Component 2M, On-lot Sewage Disposal and Holding Tank Ordinances: There was discussion about the comments sent from Tom Quinn. Mrs. Bell asked about the comments from the Solicitor. Mrs. Miller said she had not seen them. Mrs. Bell said the Solicitor was in agreement with her comments about the recording of the holding tank agreement given that CVS and Wawa have temporary holding tanks with no hook-up to sewer any time soon. Mr. Moran also agreed that given the nature of the township, temporary agreements should be recorded. There was also a recommendation from Mr. Quinn to require property owners of a community system to contract with an approved service provider to oversee the operation and maintenance of a community system. Mr. Moran said that if there is an issue with a community issue, they are supposed to self-notify. He wasn’t sure a third-party monitoring program would be much better. Mrs. Bell asked about the timeline. Mrs. Miller said Kelly Sweeney has done a preliminary

review, but she sent it back to the engineer for the Health Department to review. Mrs. Miller said she would ask the engineer to clarify the timeline and the public comment period for the ordinances. It was decided to defer further discussion until the next meeting to give Mrs. Miller and Mr. Winand an opportunity to review the comments. Mr. Ross wanted to know if the 2M has to include the adopted ordinance. Mrs. Miller said we have been working on them together, but she didn't know if the ordinances had to be adopted before DEP approval.

Kimble Road Discussion: Mrs. Miller said she forwarded road specs to Kim Smyth several weeks ago. She also talked to our PennDOT District 6 representative and Representative John Lawrence and there are no programs or loans to bring private roads up to specification for dedication to the Township. The PennDOT Rep went down to look at the road and said it was severely neglected. He confirmed that a lot of work would need to be done to bring it up to spec, probably at least \$250,000 or more.

NEW BUSINESS

Dillenger Professional Services Agreement: Mr. Winand moved to enter into a professional services agreement with John and Meredith Dillenger and to accept the escrow deposit of \$1500.00. Mrs. Miller seconded the motion. Motion carried unanimously. Mrs. Miller noted that this was for Stormwater; the Dillenger's are building a house.

Agricultural Security Area Submission: Mrs. Bell moved to acknowledge receipt of the Agricultural Security Area application from Jacob L. Lapp for tax parcel 68-5-14 and to authorize the Secretary to publish a notice of receipt in the Daily Local News. Mr. Winand seconded the motion. Motion carried unanimously.

Septage Management Monitoring System: Mrs. Miller and Mrs. Russell attended the Septage Management Monitoring System training offered by the Chester County Health Department. She said that the system would have limitations for municipalities. Access would be limited to reports only and there would be no way add information or export the data. For a period of time, there will likely be some redundancy and labor involved in tracking the data. She said they are taking suggestions for reports and other things like data export, but they can't guarantee that will be an option. The system they are using is "piggybacking" on a system already in place. The "active" database went into effect August 1; anyone who pumped prior to that date would not be entered and would have to be tracked separately. We are already receiving notification of pump-outs. They have requested a separate email for reports to be sent, suggestions included "Septage@wnt-gov.org" or "PumpOut@wnt-gov.org" or SepticMaintenance@wnt-gov.org. It was agreed to use septage@wnt-gov.org.

Census 2020 Local Update of Census Addresses (LUCA): Mrs. Miller reported that every 10 years there is a census and the Federal Government sends us paperwork to update the physical addresses in the township. If the municipality doesn't have the manpower, money or time to do the update, they can defer to a higher level of government to do the review. She contacted the County Planning Commission to see if they participate. If they do, the township can opt out of the address verification and ask the County to verify the addresses on our behalf. There are lots of restrictions with regard to the privacy and use of the data. Mr. Ross asked how Martina did the review and how an address is assigned. Mrs. Miller said there is a 911 database but it has never been updated. She said she contacts the County GIS office and works with them to do address assignments.

Chester Water Authority Board Appointments: Shelley Meadowcroft of East Nottingham Township is asking the Supervisors to support sending a letter to the Chester County Commissioners supporting the reappointment of Paul Andriole and Leonard Rivera to the Chester Water Authority Board of Directors and to appoint an individual for the third seat who will stand up for residents of Southern Chester County and

oppose the sale of the CWA and Camp Tweedale. She said there is a push to put individuals in place that would be in favor of selling CWA to Aqua. Mr. Ross said a significant number of Delaware County municipalities that have taken the same action because the fear is that rates would go up significantly. Mrs. Miller noted that although we don't have rate payers, with the waterline going in, we could have rate payers in the very near future. Mr. Armstrong said he heard that there would be no access for residents in the township. Mrs. Miller said that CWA has always said that anyone who wants to tap in would be able to. Of course, it will be cheaper to tap in during construction of the line rather than wait. Mrs. Miller moved to send a letter supporting the appointment of Paul Andriole and Leonard Rivera, and an individual who will oppose the sale of Chester Water Authority. Mr. Winand seconded the motion. Motion carried unanimously.

Resolution 10-2017, Appointment of Emergency Response: Mr. Meadowcroft gave a brief summary as to why they have requested a change in the appointment of emergency responders. He said instead of sending the closest unit, they want the ability to allow the Fire Chief to send a unit that is staffed and immediately available. Rising Sun's ambulance service may be closer, but they are 100% volunteer. It takes longer to get everyone to the station and then deploy to the emergency. With this change, we can send a response in a shorter amount of time because we can deploy an ambulance that is already staffed and immediately available. Mrs. Miller moved to adopt Resolution 10-2017 appointing the emergency responders for the Township and allowing the Fire Chief of Union Fire Company No. 1 to determine automatic mutual aid for fire protection, rescue service, and basic life support medical services. Mr. Winand seconded the motion. Motion carried unanimously.

FINANCIAL REPORTS

Bank Statements: Mrs. Bell moved to accept the bank statements for the period ending August 31, 2017 and give them to the Secretary/Treasurer for reconciliation. 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 August 23 to September 12, 2017, subject to audit. Mr. Winand seconded the motion. Motion carried unanimously.

ANNOUNCEMENTS

Tickets are available for the Color Fun Run on October 7. Friday is the deadline for vendor and sponsor registration.

PUBLIC COMMENT

Mr. Ross invited the Supervisors to come to the Oxford Regional Planning Commission Meeting on September 27 at 7:00 p.m. Vince Brown, Director of the Drug and Alcohol Office, is attending to discuss the opioid crisis and the specific problems we are facing in the southern part of the county. Mr. Ross also wanted to know if the township was going to send someone to attend the Stormwater Summit. He suggested having Ron Ragan attend; he will likely be attending for other municipalities and the cost would be shared among the other municipalities. Mrs. Miller said she would check with Ron. Mr. Ross said section 1802 of the second class township code specifically authorizes the funding of fire hydrants and water supply. It can be a flat fee within 780 feet of the hydrant or a portion shared among land owners. He also noted several years ago, the supervisors did away with the streetlight tax because it was determined that more than just the residents near the light benefit. He suggested looking at the locations and see how many residents would be sharing the costs at each proposed location.

ADJOURNMENT

Mrs. Bell moved to adjourn the meeting at 8:51 p.m. Mr. Winand seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Candace Miller
Secretary/Treasurer