

**WEST NOTTINGHAM TOWNSHIP**  
**Board of Supervisor's Meeting Minutes**  
**Tuesday, October 24, 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, Chief Tom McFadden, Scott Moran, Charice Russell, Elvira Shaw, Sherry Lowry, and Don Armstrong.

**AGENDA COMMENTS**

Mrs. Miller requested to add the Master Casting Agreement.

**COMMITTEE REPORTS**

Committee reports are available upon request.

**APPROVAL OF MEETING MINUTES**

**Minutes from the 26, 2017 Supervisors Meeting:** Mr. Winand moved to approve the minutes from the September 26, 2017 supervisors meeting. Mrs. Bell seconded the motion. Motion carried unanimously.

**Minutes from the October 10, 2017 Supervisors Meeting:** Mrs. Bell noted that the attendees for the October 10<sup>th</sup> meeting were incorrect. Her name needed to be removed from the list and Mr. Winand's added. Mrs. Miller moved to approve the minutes from the October 10, 2017 supervisors meeting with the change noted by Mrs. Bell. Mr. Winand seconded the motion. Mrs. Miller and Mr. Winand voted in favor of the motion. Mrs. Bell recused herself from the vote because she was not at the October 10<sup>th</sup> meeting. Motion carried.

**EXECUTIVE SESSIONS**

Mrs. Bell announced that an executive session was held on Thursday, October 12 regarding a personnel matter.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

**Seasonal Events (Fireworks) Land Development Plan (S. McMichael):** Mr. McMichael sent a letter requesting to record the land development plan for a retail fireworks store which was conditionally approved in August 2007. Mr. McMichael is saying that there are no public improvements and no need to put up an escrow. Mrs. Miller recommended sending the approved plan along with any documentation to the Township Engineer to review and determine whether or not there are public improvements; she noted that when the plan was conditionally approved, there was a list of public improvements. Mrs. Bell asked if there was an escrow for the review. Mrs. Miller confirmed that Mr. McMichael provided \$3,000 for review. Mr. Moran concurred with the decision to have the Township Engineer review the file to see if the conditions of approval have been satisfied. Mrs. Bell moved to forward the plan and other documentation to the Township Engineer and ask him to review the file and

determine whether or not there are public improvements and if so, what those improvements are an estimated cost for escrow. Mr. Winand seconded the motion. Motion carried unanimously.

**Volunteer Participant Accident Insurance Proposal:** Mrs. Miller moved to accept the proposal for the Volunteer Participant Accident Insurance through Axis Insurance Company and to select coverage option 2 at the premium rate of \$526. Mr. Winand seconded the motion. Motion carried unanimously. There was discussion about insurance for the Fire Company during Township sponsored events and whether or not this policy would cover them. Mrs. Miller said she would find out.

**Master Casting Agreement:** Mrs. Miller noted that the agreement allows the township to “piggy-back” on PennDOTs contract for casting items such as storm grates. Mr. Winand moved to enter into the master casting agreement for a period of 3-years. Mrs. Bell seconded the motion. Motion carried unanimously.

**Resolution 13-2017, Authorized Signers for the Master Casting Agreement:** Mr. Winand moved to adopt Resolution 13-2017 authorizing Tiffany Bell to sign the Master Casting Agreement and Candace Miller to sign as a witness. Mrs. Miller seconded the motion. Motion carried unanimously.

**Dumping on Harris Lane:** Mr. Moran is going to look into dumping of material on a property off of Harris Lane. There is quite a lot of material and it appears to be killing vegetation.

## **FINANCIAL REPORTS**

**Treasurer’s Report:** Mrs. Bell moved to approve the Treasurer’s Report for the period ending September 30, 2017. Mr. Winand seconded the motion. Motion carried unanimously.

**Reconciliation Report:** Mr. Winand moved to approve the Reconciliation Report for the General Fund checking account at Meridian Bank for the period ending September 30, 2017, subject to audit. Mrs. Bell seconded the motion. Motion carried unanimously.

**General Fund Bills List:** Mrs. Bell moved to approve the General Fund bills list for the period October 11-24, 2017, subject to audit. Mr. Winand seconded the motion. Motion carried unanimously.

## **ANNOUNCEMENTS**

A budget meeting will be held on Tuesday, October 24 at 6:00 p.m.

## **PUBLIC COMMENT**

Mrs. Bell requested an update on the cable franchise agreement.

There was discussion regarding the recent liaison meeting with the Union Fire Company and Ambulance Division. There are still a number of questions as to how the Ambulance Division came up with the numbers for municipal contributions.

Mrs. Miller said that the Road Master wants to do crack sealing this fall. A rubberized material would be applied to cracks to seal them. The Road Master provided a quote from Martins Paving, \$195/hour plus \$0.80/lb. Mrs. Bell asked for a second quote to do the work and how much material would be needed.

**ADJOURNMENT**

Mrs. Bell moved to adjourn the meeting at 7:35 p.m. Mr. Winand seconded the motion. Motion carried.

Respectfully Submitted,

Candace Miller  
Secretary/Treasurer