

**WEST NOTTINGHAM TOWNSHIP BOARD OF SUPERVISORS  
SPECIAL MEETING MINUTES  
FRIDAY, NOVEMBER 18, 2016**

Chairwoman Tiffany Bell called the meeting to order at 10:12 a.m. The pledge of allegiance was followed by a moment of silence.

**The following were in attendance:** Tiffany Bell, Eric Todd, and Candace Miller.

**AGENDA COMMENTS**

There were no comments on the agenda.

**OLD BUSINESS**

**1992 International Dump Truck Auction Results and Award:** Mrs. Miller moved to accept the bid from Nolan Gallion, Jr. in the amount of \$10,600 and to award the bid to the same. Mrs. Bell seconded the motion. Motion carried unanimously.

**Healthcare Renewal:** Mrs. Bell moved to renew the healthcare policy with Health America/Coventry for 2017, effective December 1, 2016. Mr. Todd seconded the motion. Motion carried unanimously.

**Proposed Budget:** There was discussion regarding the proposed budget, specifically the USDA loan shortfall in 2017 and the cost to the township. A scenario was presented that would reduce one full-time employee from 40 hours per week to 32 hours per week beginning in April. After further discussion, the Supervisors asked Mrs. Miller to provide 3 scenarios to consider: one with 2 full-time Road Department employees; one with 1 full-time employee and 1 part-time employee working 24 hours per week; and one with 1 full-time employee and 1 part-time employee working 32 hours per week effective January 1, 2017. Mr. Todd moved to authorize Mrs. Miller to advertise the proposed 2017 budget and the Board's intention to adopt it at the December 13, 2016 meeting pending a review of the scenarios. Mrs. Bell seconded the motion. Motion carried unanimously.

**EDU Purchase from the OASA:** The discussion on the EDU purchase was postponed until after the Solicitor could meet with the USDA regarding the loan guaranty and the OASA's inability to make the payments. Mrs. Miller provided a letter from the OASA that was received prior to the meeting. It detailed the amount needed to meet the OASA's obligation in 2016 and 2017. The amounts provided were different than number provided in previous correspondence. It was suggested that the Solicitor confirm the township's obligation under the guaranty for 2017 at the meeting with the USDA. Mrs. Bell and noted the difference in due dates in the OASA's letter versus the guaranty. The OASA was requesting municipalities pay the 2017 payment in 2016. It was agreed that the concerns should be forwarded to the Solicitor with a request that the USDA provide confirmation of the amounts due from the municipalities in 2016 and 2017.

**NEW BUSINESS**

**Resolution 11-2016, Tax Rate for 2017:** Mrs. Bell moved to adopt Resolution 11-2016 setting the tax rate in the township as .132 mills or .000132 cents. Mr. Todd seconded the motion. Motion carried unanimously. Mrs. Bell noted that the tax was reduced from the 2016 rate which was .1345 mills.

**Appointment of Zoning Board Alternate:** Mr. Todd moved to appoint Rob Miller as an alternate to the Zoning Board. Mrs. Miller seconded the motion. Motion carried unanimously.

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**ASA Submission from Dean C. Pearson:** Mrs. Bell moved to acknowledge receipt of the Agricultural Security Area application from Dean C. Pearson of 349 Park Road, and to authorize the Secretary to publish a notice of receipt in the November 30 issue of the Daily Local News. Mr. Todd seconded the motion. Motion carried unanimously.

**Christmas Luncheon:** Mrs. Miller moved to set the date for the employee/volunteer Christmas Luncheon for December 16 at 11:00 a.m., and to authorize the Secretary to purchase deli trays. Mrs. Bell seconded the motion. Motion carried unanimously.

**Gift Cards:** Mrs. Bell moved to authorize the Secretary to purchase gift cards for the employees and volunteers. Mr. Todd seconded the motion. Motion carried unanimously.

**FINANCIAL REPORTS**

**General Fund Interim Bills List:** Mr. Todd moved to approve the General Fund interim bills list for the period November 9-18, 2016, subject to audit. Mrs. Bell seconded the motion. Motion carried unanimously.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

Mr. Todd moved to adjourn the meeting at 10:45 a.m. Mrs. Bell seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Candace Miller  
Secretary/Treasurer