

**WEST NOTTINGHAM TOWNSHIP**  
**Board of Supervisors Meeting Minutes**  
**Tuesday, December 8, 2020**

*NOTE: Due to the COVID-19 pandemic, and the order of Governor Wolf to avoid large gatherings, arrangements were made for individuals who did not want to attend the meeting in person to attend remotely via Zoom. Information to join the meeting online was posted on the outdoor bulletin board at the municipal building and via fliers on the office door; the invitation was also available on the website.*

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, William Winand, Candace Miller, and Don Armstrong attended in person; Dave Messaros, John Reynolds, Jr., and David Ross attended via Zoom.

**AGENDA COMMENTS**

There were no comments on the agenda.

**COMMITTEE REPORTS**

Mrs. Bell announced that committee reports are available upon request.

**APPROVAL OF MEETING MINUTES**

**Minutes from the November 24, 2020 Supervisors Meeting:** Mr. Winand moved to approve the minutes from the November 24, 2020 Supervisors meeting. Mrs. Bell seconded the motion. Motion carried.

**EXECUTIVE SESSIONS**

No Executive Sessions were held since the last meeting.

**SPECIAL REQUEST**

**Dave Messaros, Request for Support:** Mr. Messaros attended the meeting to discuss the heavy traffic coming in to view the Herr's Christmas Light display on the Herr Foods campus. He asked for the support of the Supervisors in the form of a letter to the Oxford Borough Council asking them to give the Union Fire Company Fire Police permission to assist with traffic control during the Herr's light display. The Fire Police would be used to manually operate the traffic signals on Friday and Saturday nights during the display. Mrs. Miller said she would send a letter.

**OLD BUSINESS**

**2021 Budget Adoption:** Mrs. Bell moved to adopt the proposed 2021 budget. Mr. Winand seconded the motion. Motion carried.

**Security System for Municipal Building:** There was discussion about the proposal from Penn Security and whether there would be recurring costs and limits to remote access. Mrs. Miller moved to approve the quote from Penn Security in the amount of \$9,875.00 conditioned upon there being no recurring costs and remote access for multiple users. Mr. Winand seconded the motion. Motion carried.

**WEST NOTTINGHAM TOWNSHIP**  
**Board of Supervisors Meeting Minutes**  
**Tuesday, December 8, 2020**

**New Police Vehicle:** The estimate to outfit the new police vehicle was received and discussed. The only issue remaining was whether to sell the car on MunicBid or to trade it in. After some discussion, it was decided that the Dodge would be traded in.

**Speed Signs for Route 272:** There was discussion about the speed sign and the possibility of having to get a different kind of speed sign. Mrs. Miller clarified that Signal Service sells the equipment for traffic signals but they don't do the actual construction. She said she would look at who did the installation of the signal at Baltimore Pike. Mrs. Bell said she received a quote for the strobe attachment for the solar speed sign, and the electric speed sign. Mrs. Miller moved to purchase the electric speed sign with the strobe, and in the event the other sign does not have a strobe, we purchase the strobe cell for the solar sign. Mr. Winand seconded the motion. Motion carried. She also suggested that the Supervisors consider buying replacement batteries for the temporary sign that is moved around the township. The cost would be about \$600 for two. There was concern about whether the sign could be secured properly. Mrs. Miller said that if it can be secured, it makes sense to purchase replacement batteries; however, if it can't be secured properly it should be replaced. Mrs. Bell said she would talk to the Chief and make sure it works properly and can be secured.

**Resolution 18-2020, Authorizing the Submittal of the PennDOT Application to Install Speed Signs Along Route 272:** Mrs. Bell moved to adopt resolution 18-2020, authorizing the submittal of the PennDOT application for installation of two speed signs along Route 272. Mr. Winand seconded the motion. Motion carried.

**ARLE Grant Status:** Mrs. Bell reported that the Township was not awarded any funds from the ARLE grant application. There are still two other grants we are waiting to hear about.

**NEW BUSINESS**

**ORPC – Tower Health System, Sale of Jennersville:** Mr. Ross reported that at the ORPC meeting, concerns were shared regarding a recent newspaper article that focused on the sale and/or closure of Jennersville Hospital. The fear is that the hospital will shut down and not be sold. The ORPC membership, led by Oxford Borough Council member Robert Ketcham, promoted the idea of forwarding a letter to the elected government officials to support efforts to work with Tower Health to ensure the continuation of this important community and regional asset. He asked if the Supervisors wanted to write a separate letter supporting the effort. Consensus was he and Mr. Winand could tell the members of the ORPC that Supervisors were in full support of the letter they suggested.

Mr. Ross said that Angie Lobb from the Historical Commission attended the meeting, and she did get some leads on preserving the granary equipment at Herr's.

**Organization Meeting Notice:** Mr. Winand moved to authorize the Secretary to publish a notice advertising the organization meetings for the Board of Supervisors, Planning Commission and Board of Auditors. Mrs. Bell seconded the motion. Motion carried.

**December 22, 2020 Supervisors Meeting:** Mrs. Bell moved to cancel the December 22, 2020 Supervisors meeting. Mrs. Miller seconded the motion. Motion carried.

**WEST NOTTINGHAM TOWNSHIP**  
**Board of Supervisors Meeting Minutes**  
**Tuesday, December 8, 2020**

**EMS Steering Committee:** The EMS Steering Committee sent a list of recommendations and asked the municipalities to rank their top 3-4 recommendations. Mr. Reynolds noted that volunteerism in Chester County is very low and COVID-19 is also causing problems in staffing. After much review and discussion, the Supervisors picked IV-6, IX-3, XV-5, and XVI-2. Mrs. Miller will complete the survey and forward it to Chester County.

**FINANCIAL REPORTS**

**Bank Statements:** Mr. Winand moved to open the bank statements for the period ending November 30, 2020 and give them to the Secretary for reconciliation. Mrs. Bell seconded the motion. Motion carried.

**General Fund Bills List:** Mr. Winand moved to approve the bills list for the period November 25 to December 8, 2020, subject to audit. Mrs. Bell seconded the motion. Motion carried.

**Transfer to Equipment Fund:** Mrs. Bell moved to authorize the Treasurer to transfer \$30,827.67 from the Liquid Fuels fund to the Equipment Fund. Mr. Winand seconded the motion. Motion carried. It was noted that \$30,827.67 is 20% of the 2020 Liquid Fuels and Turnback allocation; the balance remaining in Liquid Fuels after transfer will be \$205,527.48.

**PUBLIC COMMENT**

Mrs. Bell thanked everyone for attending and being engaged. Mr. Ross thanked the Road Master for addressing the flooding issue on Fremont.

**EXECUTIVE SESSION**

No executive session was held.

**ADJOURNMENT**

Mrs. Bell moved to adjourn the meeting at 8:27 p.m. Mrs. Miller seconded the motion. Motion carried.

Respectfully Submitted,

Candace Miller  
Secretary/Treasurer