

**WEST NOTTINGHAM TOWNSHIP BOARD OF SUPERVISORS
MONTHLY MEETING AGENDA
TUESDAY, DECEMBER 13, 2016**

Call to order by Chairwoman Tiffany Bell
Pledge of Allegiance and Moment of Silence

AGENDA COMMENTS

Residents should use this opportunity to make comments on old and new business items and to request items for discussion to be placed on the agenda. Depending upon the subject matter, the Supervisors may choose to add new business to the next meeting's agenda.

COMMITTEE REPORTS

Available from the secretary.

APPROVAL OF MEETING MINUTES

Minutes from November 3, 2016 Campbell Conditional Use Hearing: A motion to approve the minutes from the Campbell Conditional Use Hearing held on November 3, 2016.

Minutes from the November 8, 2016 Meeting: A motion to approve the minutes from the November 8, 2016 Supervisors meeting.

Minutes from the November 18, 2016 Special Meeting: A motion to approve the minutes from the November 18, 2016 special meeting.

EXECUTIVE SESSIONS

Executive sessions were held on Monday, November 14 and Wednesday, November 16 to conduct employee performance reviews. An executive session was held with the Township Solicitor and the Township Engineer on Friday, December 9, 2016 to discuss legal matters related to the proposed water line to Rising Sun. A personnel matter was also discussed.

Mrs. Bell and Mrs. Miller attended an OxREM exercise held at the Union Fire Company in Oxford on Wednesday, November 30, 2016.

OLD BUSINESS

Proposed 2017 Budget: A motion to accept the revisions and adopt the revised proposed 2017 budget.

Holding Tank Ordinance and On-lot Sewage Management Ordinance: *Discussion on the ordinances and what action to authorize the Township Engineer to take.*

Union Fire Company #1 Ambulance Division 2017 Emergency Medical Services Contract: *(As of 12-12-16, have not heard from Ambulance Division; table until next meeting?)* A motion to enter into the 2017 contract and pay the Union Fire Company #1 Ambulance Division \$9,150.00 for emergency medical services.

Intergovernmental Agreement for CATV Franchise Renewal: *Table until we hear back from Township Solicitor.*

Traffic Signal: *Discussion regarding the update from Bill Conrad on upgrading the traffic signal.*

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NEW BUSINESS

Holding Tank for Gospel Lighthouse Church: *Discussion regarding holding tank for Gospel Lighthouse Church. Scott talked to Bill Conrad at CCHD; there is no room for any other system. A holding tank agreement needs to be reviewed by the Solicitor but the applicant needs to put up \$500 as a down payment for the review. The escrow fee will also need to be discussed.*

Agricultural Security Area Submissions: A motion to acknowledge receipt of the Agricultural Security Area application from R. Lamar and R. Lavon Harnish for tax parcels 68-7-14 and 68-7-14.1; and to authorize the Secretary to forward the Pearson and Harnish applications to the Township Planning Commission, County Planning Commission and ASA Committee for review and comment.

Reimbursement of SALDO from General Fund: A motion to approve the reimbursement from the general fund checking to the SALDO checking account in the amount of \$115.11 for payment of a legal advertisement that should have been paid from the general fund but was included in a bill paid from the SALDO checking account. (*Note: the bill was paid from R. Campbell's escrow account; the funds were restored to that account.*)

Refund of escrow to R. Laverne Harnish: A motion to authorize the reimbursement of \$1066.17 to R. Laverne Harnish for unexpended escrow funds related to the Harnish zoning board hearing.

Refund of escrow to Ronald Campbell: A motion to authorize the reimbursement of \$611.10 to Ronald Campbell for unexpended escrow funds related to the Campbell conditional use hearing.

Right to Know Request for OASA Documents: *Oxford Borough submitted a right to know request for various OASA documents. The copy fee was over \$2000. Winnie Sebastian is suggesting the cost be shared among the 4 municipalities (approximately \$500). What do you think?*

Oxford Chamber of Commerce: *Discussion regarding joining the Oxford Chamber of Commerce.*

FINANCIAL REPORTS

Treasurer's Report: A motion to approve the Treasurer's Report for the period ending October 31, 2016.

Reconciliation Reports:

- 1) A motion to approve the Reconciliation Report for the General Fund checking account at Meridian Bank for the period ending October 31, 2016, subject to audit.
- 2) A motion to approve the Reconciliation Report for the General Fund checking account at BB&T for the period ending October 31, 2016, subject to audit.

Bank Statements: A motion to accept the bank statements for the period ending November 30, 2016 and give them to the Secretary/Treasurer for reconciliation.

General Fund Bills List: A motion to approve the General Fund bills list for the period November 19 – December 13, 2016, subject to audit.

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PUBLIC COMMENT

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ADJOURNMENT

UPCOMING AGENDA ITEMS OR ITEMS ON HOLD

Pleasant Drive Complaint: There is no posted speed limit on Pleasant Drive (the portion of the road between Fremont and Red Pump). A resident alleged that a dog was struck and killed by a speeding car and a child on a bike was struck a couple of weeks ago (fortunately he was not severely injured). Supervisors wanted to look into further.

Lobb Run-off Complaint: Waiting on a response from Frank Lobb regarding the request for the report from the conservation district.

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Union Fire Company #1 Ambulance Division 2017 Emergency Medical Services Contract
Intergovernmental Agreement for CATV Franchise Renewal
Traffic Signal

NEW BUSINESS

Holding Tank for Gospel Lighthouse Church
Agricultural Security Area Submission
Reimbursement of SALDO from General Fund
Refund of escrow to R. Laverne Harnish
Refund of escrow to Ronald Campbell
Right to Know Request for OASA Documents
Oxford Chamber of Commerce

FINANCIAL REPORTS

Treasurer's Report (ending October 31, 2016)
Reconciliation Reports
Bank Statements (ending November 31, 2016)
General Fund Bills List

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