

AGENDA
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
AUGUST 13, 2013

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- * Moment of Silence**
- III. Public Comment**
- IV. Approve Agenda**
- V. State Police Report**
- VI. Executive Session- 8/6/2013 BOS & Conrad O'Brien- Re: Wyndham Creek**
- VII. Minutes for Review- copies on table for review
1)- July 9, 2013- Regular Meeting**
- VIII. Treasurer's Report-**
- IX. Road Report-**
- X. Zoning Report-**
- XI. Building Inspector Reports-**
- XII. Comprehensive Plan Committee Report-**
- XIII. Oxford Area Recreation Authority Report-**
- XIV. Oxford Area Sewer Authority Report-**
- XV. Historic Commission Report-**
- XVI. Subdivisions-**
 - * Jacob F. & Hannah G. Stoltzfus Final Subdivision Plan-
Request for Plan Approval**

XVII. Escrow Reduction- Twin Ponds Phase IV

Reduction #2, \$94,635.00, Revised Amount \$203,896.00

XVIII. Supervisors-

- 1)- Kennett Square Area Senior Center- Ken Shaefer
- 2)- Open Space Monitoring Reports- Suzie
- 3)- Health Care Renewal- Suzie
- 4)- Mark Patterson- Paper Mill Circle Resident Re: explosions
- 5)- Robert Stewart- Community Planning Courses of the Master Planner Program in September \$135.00
- 6)- Kristin Gent- PJ
- 7)- Richard Terry- Fulton Road closure
- 8)- Trash Recycling Ordinance- P.J.
- 9)- Daniel Glick- North East Int'l- Mr. Mulch property- P.J.
- 10)- Veteran recognition-Supervisor Ladley
- 11)- Penn Dot traffic study request at Lit'l Elk Creek Rd. & Rt. 472- Supervisor Ladley
- 12)- Open Space Ordinance
- 13)- Bills For Approval

XIX. Minutes For Approval-

- 1)- Regular Meeting- July 9, 2013

XX. Correspondence-

XXI. Recognition of Visitors-

XXII. Adjournment-

MINUTES
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
AUGUST 13, 2013

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on August 13, 2013. Those present were: Chairman John P. Coldiron, Supervisor Jane Ladley, Supervisor Scott Blum, Supervisor Gene Turns, Secretary Pat Brady, Zoning Officer P.J. Scheese, Treasurer Suzanne Hamlin and guests. Vice Chairman Gary Kachnycz was unable to attend.

The Meeting was called to order at 8:01 P.M..

The Pledge of Allegiance was led by Chairman Coldiron.

Moment of Silence was observed.

Public Comment –

Chairman Coldiron deleted from the agenda under Supervisors #9 (Daniel Glick), #4 (Mark Patterson), #6 (Kristin Gent) and added under Supervisors #14(Future work sessions) & #15 (Jane).

Amend Agenda-

Motion made by Chairman Coldiron seconded by Supervisor Blum to amend the agenda as previously mentioned deleting under Supervisors #4, #6 & #9 and adding under Supervisors #14 & #15.

Aye: 4

Nay: 0

State Police Report- Trooper Cruz spoke to the Board and the Residents concerning the drug problems, break- ins and the coverage the State Police does in our schools.

Executive Session- 8/6/2013 BOS (Supervisor Blum was unable to attend) & Conrad O'Brien
Re: Wyndham Creek

Minutes For Review- Chairman Coldiron stated there are copies of the Minutes on the table for review. The Minutes will be approved toward the end of the meeting .

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Treasurer's Report- Suzanne Hamlin reported the E.N.T. cash assets amounts to \$2,605,795.53 Income received for July totals \$88,589.31 realized from taxes, escrow, court fines and permits. General Fund balance as of 7/31/2013 is \$651,499.20.

Suzie informed the Board that the Liquid Fuels Audit was last week and there were no findings and no recommendations.

Bill Carey asked Suzie how much of tax payers money has been spent so far on Wyndham Creek Development. Suzie responded, total is \$40,554.56 which started on 6/2012. \$22, 006.00 was spent on the appeal.

Road Report- Road Master Bill Weaver gave his report .

Zoning Report- P.J. gave her report stating there were 8 residential building permits issued, 7 zoning permits, 7 certificates of occupancy, 2 highway occupancy permits and 9 erosion & sedimentation permits issued . Total fees collected \$5,215.00.

Building Inspector Report- No Report

Comprehensive Plan Committee Report- take off agenda

Oxford Area Recreation Authority Report- Supervisors Turns reported they put up a new fence at the baseball field, cleaned up the brush in the picnic area and they are working on putting an electric line to run water to the pavilion.

Oxford Area Sewer Authority Report- No Report

Historic Commission Report- No Report

Subdivisions- Jacob F. & Hannah G. Stoltzfus Final Subdivision Plan

* Request for Plan Approval-

Motion made by Supervisor Blum seconded by Supervisor Turns to approve the Plan as requested

Aye: 4

Nay: 0

* **Escrow Reduction- Twin Ponds Phase IV-**

Reduction #2, \$94,635.00, Revised Amount \$203,896.00

Motion made by Supervisor Ladley seconded by Supervisor Blum to approve the letter of credit reduction #2, \$94,635.00 with a revised amount of \$203,896.00

Aye: 4

Nay: 0

Supervisors-

1)- **Kennett Square Area Senior Center-** Ken Shaefer- No Show

2)- **Open Space Monitoring Reports-** The Board discussed the monitoring and asked Suzie if she would ask them to step it up in 2014.

12)- **Open Space Ordinance-** Motion made by Supervisor Blum seconded by Supervisor Ladley to authorize Solicitor Winifred Sebastian to draft an amended tax ordinance to include recreational & historic uses, as per the referendum.

Aye: 4

Nay: 0

15)- **Jane-** Motion made by Supervisor Ladley seconded by Chairman Coldiron to authorize the township engineer to do a feasibility study for a community treatment facility for Wyndham Creek.

Aye: 3

Nay: Turns

Bill Carey spoke to the Board concerning the feasibility study saying his opinion is, this study is a day late and a dollar short.

Supervisor Ladley read a statement .

3)- **Health Care Renewal-** Motion made by Supervisor Blum seconded by Supervisor Turns to approve Suzie to renew the Health Care Coverage before 12/1/2013.

Aye: 4

Nay: 0

4)- **DELETED-**Mark Patterson/Chris Rush- Paper Mill Circle Residents Re:explosions

5)- **Robert Stewart- Community Planning Courses of the Master Planner Program in September \$135.00**

Motion made by Chairman Coldiron seconded by Supervisor Turns to approve Robert Stewart taking all 3 courses, at the townships expense at \$135.00 each, as requested.

Aye: 4

Nay: 0

6)- **DELETED-** Kristin Gent

7)- **Richard Terry-** Fulton Road closure - spoke to the Board regarding closing Fulton Road

* tape change 9:35 P.M.

8)- **Trash Recycling Ordinance-** P.J. stated that the Planning Commission have prepared a proposal. The Board asked P.J. to send a letter to Senator Pileggi and Representative Lawrence and advise them that the Township has sent it to D.E.P..

9)- **DELETED- Daniel Glick-** North East Int'l- Mr. Mulch property

10)-**Veteran recognition-** Supervisor Ladley discussed getting the Township & the community involved in honoring our veterans and also would like to put something on the township web site

11)- **Penn Dot traffic study request at Waterway & Rt. 472-** Motion made by Supervisor Ladley seconded by Supervisor Blum to write a letter to Penn Dot to do a traffic study to make it a 4 way stop at Waterway & 472, as residents are concerned for their safety.

Aye: 4 Nay: 0

Motion made by Chairman Coldiron seconded by Supervisor Blum to authorize Suzie to pay the Oxford Library \$10,000.

Aye: 4 Nay: 0

13)- **Bills For Approval-** Motion made by Supervisor Blum seconded by Supervisor Ladley to approve the bills to be paid as submitted by the Treasurer.

Aye: 4 Nay: 0

14)- **Future Work Sessions-** The Board agreed to keep the work sessions on their advertised dates for the remainder of 2013.

Minutes For Approval-

1)- **Regular Meeting, July 9, 2013-** Motion made by Supervisor Blum seconded by Supervisor Turns to approve the minutes for 7/9/2013 as submitted by the Secretary.

Aye: 4 Nay: 0

Correspondence- Chairman Coldiron stated we have correspondence which will be on the table for review.

* PA State Police Statistics 6/1 – 6/30/2013, 7/1- 7/31/2013

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- * Oxford Area Rec Authority Annual Report of Municipal Authorities 12/2012
- * Southern Chester County EMS Medic 94 2012 Annual Report
- * Letter dated 8/7/13 from Richard & Ann Terry & residents of Fulton Rd., Re closure of Fulton Road
- * PSATS Legal Defense Partnership Bulletin Summer 2013
- * Letter dated 8/1/13 from Eric S. Coates Re: William & Ella Fulton
- * Union Fire Company No. 1 Incident List 7/1 – 7/31/2013
- * OASA Reports, Agendas, Minutes etc.
- * postcard from Wiggins Shredding
- * letter dated 8/7/13 from Oxford Public Library Re: thank you letter for our support
- * letter dated 7/10/13 from Lincoln University Re: invitation to Second Annual Scholarship Golf Outing
- * email dated 8/7/13 from CC EOC Re: CC Hazard Mitigation Plan Update
- * PSATS News Bulletin, July 2013
- * email dated 7/8/13 from Ashley Lester Re: unresolved flooding issues in Wiltshire
- * PSATS Annual Citizen Communication Contest

Recognition of Visitors-

* Supervisor Turns asked Chairman Coldiron why was he carrying a gun. Chairman Coldiron responded, it's my right.

* Supervisor Ladley discussed Bob Hotchkiss /EMS Director coming to our work session on 9/10/13.

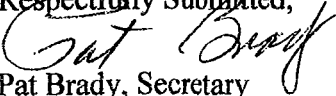
Adjournment- Motion made by Supervisor Turns seconded by Supervisor Blum to adjourn the meeting at 9:55 P.M..

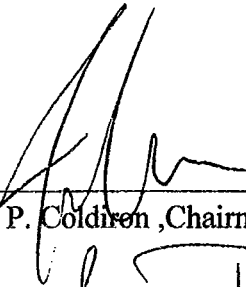
Aye: 4

Nay: 0

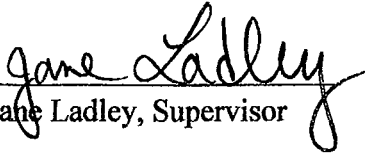
ATTEST: JB 9/17/13

Respectfully Submitted,

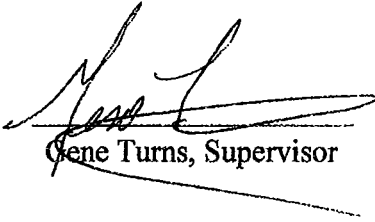

Pat Brady, Secretary



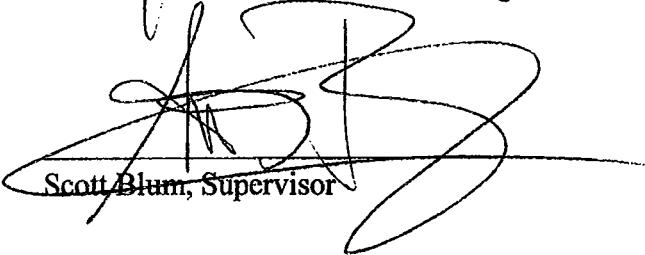
John P. Coldiren ,Chairman



Jane Ladley, Supervisor



Gene Turns, Supervisor



Scott Blum, Supervisor

**East Nottingham Township
Treasurer's Report**

FUND BALANCES AS OF 8/31/2013

GENERAL FUND:

ACCOUNT # 98267	751,151.92	
ACCOUNT #215872096	1,046,767.19	
TOTAL GEN FUND:		1,797,919.11

OPEN SPACE FUND:

ACCOUNT #215921763	585,276.31	585,276.31
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STATE FUND

ACCOUNT #650269	84,040.04	
TOTAL STATE FUND:		84,040.04

CERTIFICATES OF DEPOSIT:

#3000171186 - MAT.DATE: 12/18/2015(INTEREST RATE -2.25 APY)	100,000.00
#3000170638 - MAT.DATE: 1/24/2016(INTEREST RATE - 2.25% APY)	100,000.00
#3000170697 - MAT.DATE: 11/10/2015 (INTEREST RATE - 2.25 APY)	100,000.00

TOTAL CASH ASSETS OF E.N.T.:	2,767,235.46
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INCOME SUMMARY FOR AUGUST 2013

TOTAL TAXES AND CERTIFICATIONS:	144,346.43
TOTAL FINES:	377.35
SUBDIVISION & LAND APP FEE	-
PERMITS, REVIEW FEES, INSPECTION FEES:	2,188.25
CONDITIONAL USE APPLICATION FEE	150.00
RECYCLING ACT 101	8,119.00
CABLE TV FRANCHISE FEE	24,306.49
INTEREST EARNED GENERAL FUND	63.53
FIRE HYDRANT FEES REIMBURSEMENT	2,613.60
MISCELLANEOUS	186.73
TOTAL INCOME:	182,351.38

GENERAL FUND BALANCE 7/31/2013

651,499.20

BILLS PRESENTED FOR PAYMENT 8/13/2013
WEEKLY PAYROLL FOR AUGUST

33,402.69
23,244.07

Date	Number	Payee	Payment	
8/1/2013	ACH	Keystone Health Plan East	4,689.72	
8/1/2013		13420 Lincoln National Life Insurance Company	435.91	
8/1/2013		13421 PECO	342.62	
8/1/2013		13422 PitneyBowes	21.49	
8/1/2013		13423 Verizon	724.96	
8/2/2013	ACH	941 Federal Tx Dep	1,657.50	
8/2/2013	ACH	PA Dept. of Revenue	376.44	
8/5/2013	ACH	National Penn Bank	5.00	
8/12/2013	ACH	941 Federal Tx Dep	1,657.54	
8/15/2013		13474 Joyce Krauss	150.00	
8/15/2013		13475 Deer Park	112.32	
8/15/2013		13476 Oxford Library	10,000.00	
8/19/2013	ACH	941 Federal Tx Dep	1,720.74	
8/19/2013	ACH	PA Dept. of Revenue	580.88	
8/22/2013		13484 AFLAC	80.60	
8/23/2013	ACH	941 Federal Tx Dep	1,703.66	
8/29/2013		13492 Chester County 2020	135.00	
8/30/2013	ACH	941 Federal Tx Dep	1,657.52	
			<u>26,051.90</u>	26,051.90
		AMOUNT EXPENDED		82,698.66
		FUNDS DEPOSITED DURING AUGUST 2013		182,351.38
		GENERAL FUND BALANCE 8/31/2013		751,151.92

**East Nottingham Township
Bills for Approval
September 17, 2013**

Date	Number	Payee	Description	Payment
9/17/2013	13519	Adams Tire & Alignment	tires	549.76
9/17/2013	13520	Alger Oil, Inc	fuel	739.66
9/17/2013	13521	Alpha Space Control Co.,Inc.	line painting	9,203.45
9/17/2013	13522	Aramark	uniforms	838.72
9/17/2013	13523	CRA Payment Center	Ag Industrial invoice	48.90
9/17/2013	13524	D & J Farm Store	supplies	84.40
9/17/2013	13525	Independence Construction Materials	road paving	18,761.22
9/17/2013	13526	John Deer Financial	supplies	201.45
9/17/2013	13527	Lawson Products, Inc.	supplies	317.75
9/17/2013	13528	Oxford Auto Parts	parts	5.83
9/17/2013	13529	Pennsylvania One Call System, Inc.	communications	31.20
9/17/2013	13530	Terre Hill	supplies	352.50
9/17/2013	13531	Tractor Supply Co.	supplies	613.45
9/17/2013	13532	Advantage Financial Services	DocStar	337.74
9/17/2013	13533	Allied Administrators for Delta Dental	dental insurance	119.16
9/17/2013	13534	Carter & Son Lawncare, Inc.	135 Barnsley Road	200.00
9/17/2013	13535	Carter & Son Lawncare, Inc.	112 Amber Drive	150.00
9/17/2013	13536	Carter & Son Lawncare, Inc.	193 Darlington Circle	275.00
9/17/2013	13537	Carter & Son Lawncare, Inc.	164 Wilson Drive	250.00
9/17/2013	13538	Conrad O'Brien P.C.	solicitor fees	1,890.00
9/17/2013	13539	Conrad O'Brien P.C.	Hopewell Ridge/Wyndham Creek	3,186.00
9/17/2013	13540	Daily Local News	advertising	130.13
9/17/2013	13541	Deer Park	water	105.33
9/17/2013	13542	Office Basics, Inc.	supplies	116.22
9/17/2013	13543	Purchase Power	postage	115.45
9/17/2013	13544	Solanco Engineering Associates	engineering fees	4,040.00
9/17/2013	13545	T & C Fencing & Mowing	655 Little Elk Creek Road	165.00
9/17/2013	13546	VOID	printer error	-
9/17/2013	13547	T & C Fencing & Mowing	266 Mt Pleasant Road	175.00
9/17/2013	13548	Toshiba Financial Services	maintenance contract	203.00
9/17/2013	13549	Treasurer of Chester County	household hazardous waste collection	646.48
9/17/2013	13550	Toshiba Business Solution	color copies	50.76
9/17/2013	13551	Esh, Aaron and Katie	refund permit fee E1087	120.00
9/17/2013	13552	Hamlin, Suzanne	tax clerk/tax certifications	553.01
9/17/2013	13553	PJ Scheese	mileage	152.55
9/17/2013	13554	William C. Weaver	backhoe rental	560.00
9/17/2013	13555	Winifred Moran Sebastian	solicitor fees	900.00
9/17/2013	13556	VOID	printer error	-
9/17/2013	13557	Coldiron, John P	Supervisor salary 3rd quarter	548.62
9/17/2013	13558	Kachnycz, Gary	Supervisor salary 3rd quarter	548.62
9/17/2013	13559	Ladley, Jane G	Supervisor salary 3rd quarter	548.62
9/17/2013	13560	Turns, Gene	Supervisor salary 3rd quarter	548.62
9/17/2013	13561	Blum, Scott M	Supervisor salary 3rd quarter	548.62
				48,932.22

**East Nottingham Township
Bills for Approval
September 17, 2013**

State Fund:

9/17/2013	176 Independence Construction Materials	road paving	83,930.52
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Escrow Fund:

9/17/2013	389 Daily Local News	advertising-Conditional Use	311.26
9/17/2013	390 Solanco Engineering Associates	engineering fees	135.00
9/17/2013	391 Jacob and Hannah Stoltzfus	refund remaing escrow balance	1,670.50
9/17/2013	392 Winifred Moran Sebastian	solicitor fees	878.00
			<u>2,994.76</u>

Supplemental Checks:

8/1/2013	ACH Keystone Health Plan East	Health Insurance	4,689.72
8/1/2013	13420 Lincoln National Life Insurance Co	Life Insurance	435.91
8/1/2013	13421 PECO	electric	342.62
8/1/2013	13422 PitneyBowes	postage machine rental	21.49
8/1/2013	13423 Verizon	phones	724.96
8/2/2013	ACH 941 Federal Tx Dep	federal tax deposit	1,657.50
8/2/2013	ACH PA Dept. of Revenue	state tax deposit	376.44
8/5/2013	ACH National Penn Bank	e-cash manager fee	5.00
8/12/2013	ACH 941 Federal Tx Dep	federal tax deposit	1,657.54
8/15/2013	13474 Joyce Krauss	cleaning	150.00
8/15/2013	13475 Deer Park	water	112.32
8/15/2013	13476 Oxford Library	donation-approved BOS 8/13/2013	10,000.00
8/19/2013	ACH 941 Federal Tx Dep	federal tax deposit	1,720.74
8/19/2013	ACH PA Dept. of Revenue	state tax deposit	580.88
8/22/2013	13484 AFLAC	employee paid health insurance	80.60
8/23/2013	ACH 941 Federal Tx Dep	federal tax deposit	1,703.66
8/29/2013	13492 Chester County 2020	workshop-R.Stewart	135.00
8/30/2013	ACH 941 Federal Tx Dep	federal tax deposit	1,657.52
			<u>26,051.90</u>

Supplemental Checks-Open Space:

8/25/2013	ACH Wells Fargo	interest	988.86
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Supplemental Checks-Escrow:

8/21/2013	388 Recorder of Deeds	Stoltzfus, Jacob and Hannah	92.00
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EAST NOTTINGHAM TOWNSHIP
158 Election Road
Oxford, PA 19363
610-932-9484
(Fax) 610-932-9441

AUGUST 2013 ROAD REPORT

Week of August 1 thru August 9

- * ride roads & check for signs & problems
- * pick up trash on Mt. Olivet
- * clean up shop
- * repair tail lights on 1997 F350
- * work in shop
- * sweep various intersections with broom tractor
- * weed eat around signs at intersections
- * measure roads for line painting
- * work with Long's Paving on Little Elk Creek Rd. milling driveways, intersections etc.
- * finish milling on Little Elk Creek Rd. for blacktop topping
- * haul topsoil to Shelton Pallet & have screened
- * take backhoe & build bin out of concrete blocks to store screened topsoil
- * finish measuring roads for line striping
- * haul screened dirt back from Shelton Pallets & put in bin & tarp
- * put stone along several washouts & drop offs with conveyor trucks
- * scrape mud off Oaks Rd. from hard rains
- * start paving Little Elk Creek Rd. from Rt.472 to Old Creek
- * work with paving crew flagging etc.
- * Roger & Denny back in & remove tree on Woods Rd.

Week of August 12 thru August 16

- * haul millings from bridge on Little Elk Creek Rd. & work with Long's paving Little Elk Creek Rd.
- * check complaint on Wedgewood with Sewer Authority
- * pick up several bags of trash on dead end of Old Creek Rd.
- * weed eat around signs & intersections
- * weed eat & mow everything at Township building
- * trimmed nuisance tree limbs & chipped on various roads all day
- * trimmed large pine trees at Rt. 472 & Little Elk Creek all morning

- * finish day in shop
- * measure & mark center line of Little Elk Creek Rd. from Rt. 472 to Old Creek for line painting after paving
- * put stone along shoulder of roads
- * put new flags up
- * put cold patch in sink hole around 4 catch basins

Week of August 19 thru August 23

- * start mowing road banks with both mowing tractors
- * wash pick up & F550 dump trucks
- * pick up 6 tires & TV on Woods Road
- * put new stop sign & post up @ Fisher & Woods Roads
- * continue mowing road banks with 2 tractors
- * put stop sign back up @ Old Creek & Little Elk Creek Rds.
- * take boom mower & mow back large hedge bush on Woodland Drive
- * continue mowing road banks
- * put cold patch in large sink hole on Wedgewood Road
- * Bill check sediment pond at school
- * weed eat around several sign posts
- * check drainage complaint in Wacousta Court
- * continue mowing with both mowing tractors & boom mowing tractor
- * mower control cable broke on 6420 mowing tractor. Ordered part
- * pick up cable & install on 6420 tractor
- * continue mowing & road banks with 3 tractors
- * Bill do paper work, phone calls, order sign parts etc.

Week of August 26 thru August 30

- * continue owing
- * finish sink holes around 3 catch basins in Locksley Glen
- * replace stop sign, street sign & post @ Greenhouse Rd. (missing)
- * put new batteries in F350 pickup & in F550 dump truck
- * continue mowing road banks, 3 days
- * trim nuisance tree limbs
- * put millings along shoulders of several roads
- * ride roads & mark locations to paint stop bars
- * clean out ditch lines at several storm drains
- * replace street & stop sign at Lit'l Elk Creek & Oxford Rds.
- * inspect several catch basins that need repairs
- * finish day in shop

EAST NOTTINGHAM TOWNSHIP

*158 Election Road
Oxford, PA 19363
(610)932-8494
Fax (610)932-9441*

*John P. Coldiron, Chairman
Gary Kachnycz, Vice-Chairman
Gene Turns, Supervisor
Scott Blum, Supervisor
Jane Ladley, Supervisor*

*William C. Weaver, Road Master
Suzanne Hamlin, Treasurer
Patricia Brady, Secretary
PJ Scheese, Code Enforcement*

September 17, 2013

TO: Board of Supervisors
FROM: PJ Scheese, Zoning Officer
RE: Permit Report for August 1st through 30th 2013
Code Enforcement Report for August 12th through September 13th, 2013

Permits

# of Residential Building Permits Issued	2
# of Commercial Building Permits Issued	2
# of Zoning Permits (w/o Bldg Permits)	7
Construction Value	\$184,169
# of Sign Permits Issued	0
# of Home Occupation Permits Issued	0
# of Demolition Permits	4
# of Certificates of Occupancy	0
# of Change in Use & Occupancy Permits	0
# of Highway Occupancy Permits	1
# of Temporary Trailer Permits	0
# of Erosion & Sedimentation Permits	0
Amount collected in escrow for Erosion & Sedimentation permits	\$0
Total Fee Income collected for ENT	\$1,186

Respectfully submitted,

PJ Scheese
PJ Scheese
Zoning Officer