

**AGENDA**  
**EAST NOTTINGHAM TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
**July 12, 2010**

- I. Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approve Agenda**
- IV. Public Comment on Agenda**
- V. Executive Sessions-**
  - 1)- June 29, 2010- BOS, Eugene Twardowski, Esq., Suzanne Hamlin, Jim Gade, P.J. Scheese, Brandywine Conservancy Re: TDR Ordinance**
- VI. Minutes for Review- copies on table for review**
  - 1)- Regular Meeting, June 14, 2010**
  - 2)- Special Meeting, June 21, 2010**
- VII. Treasurer's Report-**
- VIII. Road Report-**
- IX. Zoning Report-**
- X. Building Inspector Report-**
- XI. Comprehensive Plan Committee Report-**
- XII. Oxford Area Recreation Authority Report-**
- XIII. Oxford Area Sewer Authority Report-**
- XIV. Open Space Committee Report-**
- XV. Historic Commission Report-**

**XVI. Letter of Credit Releases-**

- 1)- Wiltshire- escrow release #61 for \$902.50
- 2)- Century Oak- escrow release #32 for \$375.00
- 3)- OARA- escrow release #13 for \$382.00
- 4)- Hopewell Ridge- escrow release #32 for \$432.50

**XVII. Subdivisions -**

- 1) Oxford Hollow Associates – Final Subdivision Plan –
  - Request for Final Plan Approval
- 2) Letters of Extension to be date specific for October 15, 2010
  - Langston 180-lot Preliminary Subdivision Plan

**XVIII. Supervisors-**

- 1)- Michael Kelly, Greenhouse Road-Armstrong Cable
- 2)- Doug Fasick- water problem
- 3)- Jerry Nelson, Bonnie Walleigh & Larry Krauss- Bethany Church/  
School
- 4)- Township Matching Funds, CCTy. Challenge Grant Program
- 5)- Employee Benefits Specialist
- 6)- Township Generator
- 7)- Stop Sign, Lit'l Elk Creek & 5<sup>th</sup> Street
- 8)- Adopt Resolution #89-2010 adding parcel #69-7-75 for Samuel K. &  
Priscilla F. Fisher, 589 Woods Road Oxford, Pa, 58 acres to the  
Agricultural Security Area
- 9)- Township Building Security System
- 10)- Herr's Dirt
- 11)- Bridge on Oaks Road
- 12)- Lines in front of the High School
- 13)- Bills For Approval

**XIX. Minutes For Approval-**

- 1) Regular Meeting, June 14, 2010
- 2) Special Meeting, June 21, 2010

**XX. Correspondence-**

**XXI. Recognition of Visitors-**

**XXII. Adjournment-**

**MINUTES  
EAST NOTTINGHAM TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
JULY 12, 2010**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on July 12, 2010. Those present were: Chairman Leo Levandowski, Vice-Chairman Percy Reynolds, Supervisors Charles D. Shelton, Gene Turns, and John P. Coldiron, Zoning Officer P.J. Scheese, Township Treasurer Suzie Hamlin and guests.

The Meeting was called to order at 7:02 P.M.

The Pledge of Allegiance was led by Vice-Chairman Reynolds.

Changes made to the agenda were to move the first three items under "Supervisors" up to occur after "Public Comment on Agenda." Those items were:

1. Michael Kelly, Greenhouse Road - Cable
2. Doug Fasick- water problem
3. Jerry Nelson, Bonnie Walleigh & Larry Krauss- Bethany Church/School

Then to add after that "Carolyn Fleming, traffic signs within Twin Ponds."

**Approve Agenda- A motion was made by Supervisor Vice-Chairman Reynolds, seconded by Supervisor Turns, to approve the agenda as amended. The motion carried**

**Aye: 5      Nay: 0**

There was no public comment on the amended agenda.

**Michael Kelly, Greenhouse Road**

Michael, and his wife Kelly, came to the meeting with a petition signed by 19 people to request the Board about getting Verizon to install its service on Greenhouse Road. There was some discussion. At the end of it Chairman Levandowski said he would discuss this with Township Solicitor Alan Novak. PJ Scheese was directed to scan the petition and send it in an email to Mr. Novak, with a copy to Supervisor Levandowski, who will speak with him about Verizon.

**Jerry Nelson, Bonnie Walleigh & Larry Krauss – Bethany Church/School**

These residents came to the Township to see if anything could be done about the adult softball league that uses the school's field. Issues, such as litter, noise, and softballs landing in neighboring yards have existed for the past 3 years. There was some discussion about this. In the end Suzie Hamlin stated that Bethany no longer allows the adult leagues to use that field. A letter is to be written to Bethany confirming that this is the case.

**Carolyn Fleming -- Traffic signs in Twin Ponds**

Ms. Fleming is on the TP Homeowners' Association and said she has their support (although no one wants to take a stand) in requesting speed limit signs being put up in Twin Ponds. She would like to see the speed limit reduced to from 25 MPH to 15 MPH. The Board informed her that this was not a simple task and then did not feel it was necessary. Roadmaster, Bill Weaver was instructed to put speed limit signs up at each entrance. Mr. Weaver said this would be done by the first of next week. He is also to look into putting up bus stop signs as well. Ms. Fleming is to email the neighborhood to let them know the signs are coming.

**Doug Fasick -- Water Issues at Autumn Hill**

Dr. Fasick has been working with the Board and some of his neighbors on the ongoing water problems in parts of Autumn Hill. He told the Board that Wayne Megill is checking with Terrance Farrell, County Commissioner and State Senator Dominic Pileggi's office to see if they can get some help there. Dr. Fasick wants to know the language regarding the easements on some of the properties. The estimate he was given to fix this problem is \$52,000. He wants to know if the easements can be extended to other properties. Supervisor Shelton said that Township Engineer Ron Ragan should be involved in this discussion. Supervisor Coldiron is to set up a meeting and tell Supervisor Shelton, who will ask Ron Ragan to attend.

**Executive Sessions**

June 29, 2010 -- about the TDR Ordinance and included the BOS, Eugene Twardowski, Esq., Suzanne Hamlin, Jim Gade, P.J. Scheese, and the Brandywine Conservancy.

**Treasurer's Report**

See Exhibit A -- Supervisor Coldiron would like to see documentation from either CWA or the fire department before their bill is paid. Supervisor Reynolds said he would check with the fire department.

**Zoning Officer's Report**

See Exhibit B

**Building Inspectors' Reports**

See Exhibit C

**Comprehensive Plan Report**

Supervisor Reynolds stated that there was no meeting last month.

**Oxford Area Rec Authority Report**

Joe Bauer said that things are coming along slowly. They received an extension from the county to the end of December for the grant. The site should be complete by August 31<sup>st</sup> of this year. The inspection walk through by the OARA should begin in September. The contractor should have all problems corrected by the end of September. They received a Natural Land Trust Grant from PECO in the amount of \$5000, which will finish the trail around the park.

There is still some finish grading to be done. Mr. Bauer said that he is trying to get some money from the county. Currently they have \$500 in their account and over \$60,000 of unpaid bills.

The audit should be done by the end of July. The General contractor and administrator are about 10% over budget. There were 3 change orders totaling about \$28,000. They are approximately \$130,000 over what was anticipated at this point, and he expects they will end up being around \$250,000 over the original cost anticipated, which was \$500,000.

Perimeter security will consist of posts in the ground with a cable through it.

### **Oxford Area Sewer Authority Report**

Joe Scheese told the Board that they have completed the presentations of the Act 537 Plan to all the participating municipalities' planning commissions. Lower Oxford Township's PC approved it at their last meeting. The comment period for the Plan ends the second week of July. Everything looks good.

They don't know when they will be getting the loan money. Although the Plan and the loan are not tied together, they are not allowed to spend any of the loan money until the 537 Plan is in place.

### **Open Space Committee Report**

Supervisor Shelton wants to invite the Open Space Committee and the Planning Commission to attend the next TDR public meeting. He has personally invited Joe Bauer. Chairman Levandowski said he wants the Brandywine Conservancy to look at all possibilities, including the residential use of TDR for Planned Village Commercial Centers.

### **Historic Commission Report**

Kenny Knapp passed away. PJ Scheese was instructed to contact Ralph Denlinger about Kenny's display in the meeting room at the township building, to find out if it was donated or if it might need to be returned to his family.

### **Letter of Credit Releases**

Chairman Levandowski read off the list of letter of credit releases:

1. Wiltshire- escrow release #61 for \$902.50
2. Century Oak- escrow release #32 for \$375.00
3. OARA- escrow release #13 for \$382.00
4. Hopewell Ridge- escrow release #32 for \$432.50

**A motion was made by Supervisor Reynolds, seconded by Supervisor Shelton, to accept the letter of credit releases, as read. The motion carried.**

**Aye: 5      Nay: 0**

### **Subdivisions**

#### *Oxford Hollow Associates LLC – Final Subdivision Plan Approval*

Subdivision Officer, PJ Scheese explained to the Board that all obligations to the ENT and all outside agencies have been met.

**A motion was made by Supervisor Reynolds, seconded by Supervisor Shelton, to approve the Oxford Hollow Associates LLC Final Subdivision Plan. The motion carried.**

**Aye: 5      Nay: 0**

*Letters of Extension*

**A motion was made by Supervisor Reynolds, seconded by Supervisor Turns, to accept the letter of extension for the Langston 180-lot Preliminary Subdivision Plan, to be date specific for October 15, 2010. The motion carried.**

**Aye: 5      Nay: 0**

At this time Ed Jefferis, of Concord Land Planners, asked the Board's indulgence to grant a request concerning the Fire Company. They will be submitting a Land Development plan at some point. However, before they do that they request they be able to contact Township Engineer Jim Gade to review what they are working on with Penn Dot. The cost will be rolled into the cost of the LDP when it is submitted. The Board agreed to allow this.

**Supervisors***Township Matching Funds for the Chester County Challenge Grant Program*

**A motion was made by Supervisor Shelton, seconded by Supervisor Turns, to match these funds up to \$1,000,000 for the year 2010. The motion carried.**

**Aye: 4      Nay: 1 (Supervisor Coldiron)**

*Employee Benefit Specialists*

Treasurer Suzie Hamlin recommended to the Board the Township change its health insurance broker. She researched references for Employee Benefit Specialists and believes they take a more personal approach. The premium will remain basically the same, though there are some things to look into that could possibly lower costs. The current broker, Taylor and Ochroch, requires 60 days notice of cancellation with them. Two things must be done. First an "Agent of Record" letter must be signed. Second ENT must authorize Employee Benefit Specialists access to its Blue Cross IBX.com account.

**A motion was made to accept the proposal from EBS for employee benefits. The motion carried.**

**Aye: 5      Nay: 0**

Chairman Levandowski said to post this information on bulletin boards in the office and shop.

*Township Generator*

Supervisor Turns reminded the Board of the loss of electricity to the township a couple of weeks ago, and raised the issue of purchasing a generator to keep the office and the garage doors operational when this happens. Supervisor Shelton stated that he wants a professional to come to the township to make a presentation. Roadmaster Bill Weaver said they would need at least 100 amps. Supervisor Coldiron said that no more than 22 kw was necessary. Supervisor Turns will continue to work on this.

*Stop signs at Little Elk Creek Road and Fifth Street*

Supervisor Turns said that we need stop signs on Fifth Street at this intersection. In previous conversations Ron Ragan had stated that it would cost between \$1200 and \$1500 for a study.

**A motion was made by Supervisor Shelton, seconded by Gene Turns, to have Ron Ragan to a traffic study for that location. The motion carried.**

**Aye: 5      Nay: 0**

*Adopt Resolution #69-2010*

Adding parcel #69-7-75 for Samuel K. & Priscilla F. Fisher, 589 Woods Road Oxford, Pa, 58 acres to the Agricultural Security Area.

**A motion was made by Supervisor Reynolds, seconded by Supervisor Turns, to adopt Resolution #69-2010 adding parcel #69-7-75 for Samuel K. & Priscilla F. Fisher, 589 Woods Road Oxford, Pa, 58 acres to the Agricultural Security Area. The motion carried.**

**Aye: 5      Nay: 0**

*Township Building Security System*

Secretary Pat Brady has sent out the codes numbers for the office and garage security systems to individuals who have keys to the building. The Board would like cards made up with all the codes for Verne, Bill Weaver, Denny Lindsey, and Pat Brady. A list of those names with their phone numbers should be given to the BOS, PC, and Open Space Committee.

*Herr's Dirt*

The Township should send a thank you letter to J.M. Herr, with a copy to Steve Moran, thanking them for the dirt they gave the township.

*Bridge on Oaks Road*

Starting the second week of August, Oaks Road will be closed in order to fix the culvert. The traffic will need to be detoured to Wedgewood Drive. The Secretary will net to put this in the paper and on the township website.

*Lines in front of the High School*

A motion was made by Supervisor Shelton, seconded by Supervisor Coldiron, to accept Winnie Sebastian's letter in good faith that she can defend the township to have the line painted at the previously quoted price of \$2880 and to get the lines painted. The motion carried.

**Aye: 4      Nay: 1 (Supervisor Reynolds)**

*Bills for Approval*

**A motion was made by supervisor Gene Turns, seconded by Supervisor Shelton, to pay the bills as amended by adding the Royal Chemical bill for \$327.82 and holding out the CWA payment for fire hydrants (\$\$11,761.20) until seeing the documentation from either CWA or the fire department. The motion carried.**

**Aye: 5      Nay: 0**

**Recognition of Visitors**

Tom Swift wanted some help with an issue regarding an old road off of Hickory Hill Road that the Township abandoned and reverted back to the property owners in 1924. He was told that this is not a township issue. He would have to talk to his neighbors about getting access to his land locked piece of property.

Joe Scheese said that the railroad tracks on both Twin House Road and Waterway Road need to be fixed. Supervisor Reynolds said he will talk to East Penn Railroad on Friday.

Supervisor Coldiron asked if anyone is trying to figure out what electrical service the Township is going to use for 2011. Supervisor Levandowski thinks it is a little early to look at that. Joe Scheese said that the OASA joined a consortium to get a really good rate. Suzie Hamlin said she will talk with Ed Lennex to see what they did and check to see if it is also an option for a township.

A motion was made by Vice-Chairman Reynolds, seconded by Supervisor Turns, to adjourn the meeting. The motion carried.

**Aye: 5      Nay: 0**

The meeting adjourned at 9:37 P.M..

Respectfully Submitted,

PJ Scheese  
PJ Scheese

8/9/10  
Date

Leo M. Levandowski  
Leo M. Levandowski, Chairman

Percy Reynolds  
Percy Reynolds, Vice-Chairman

Charles D. Shelton  
Charles D. Shelton, Member

Gene Turns  
Gene Turns, Member

John P. Coldiron  
John P. Coldiron



**East Nottingham Township  
Bills for Approval  
July 12, 2010**

<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Description</b>	<b>Payment</b>
7/12/2010	10214	Alger Oil, Inc	fuel	1,130.96
7/12/2010	10215	Aramark	uniforms	912.91
7/12/2010	10216	Cameron's Hardware & Supply, Inc.	supplies	128.03
7/12/2010	10217	CNH CAPITAL	supplies	23.18
7/12/2010	10218	FreCom	repair	422.30
7/12/2010	10219	Guidemark, Inc.	line painting on roads	5,440.00
7/12/2010	10220	Independence Construction Materials	3A Modified	647.63
7/12/2010	10221	John F. Forlino II	dumptruck lettering	190.00
7/12/2010	10222	Oxford Auto Parts	supplies	191.23
7/12/2010	10223	Pennsylvania One Call System, Inc.	communications	67.50
7/12/2010	10224	Royal Chemical	supplies	327.82
7/12/2010	10225	US Muncipal Supply, Inc.	traffic signs	85.33
7/12/2010	10226	Accent Printing & Graphics	newsletter	1,065.85
7/12/2010	10227	Allied Waste Services #319	trash removal	63.33
7/12/2010	10228	Armstrong One Wire	internet	39.95
7/12/2010	10229	Central Penn Gas	gas	22.91
7/12/2010	10230	Chester Water Authority	fire hydrants	11,761.20
7/12/2010	10231	Chill's Inspection Services	building inspector	220.00
7/12/2010	10232	Companion Life Insurance Company	life insurance	502.50
7/12/2010	10233	Conrad O'Brien P.C.	solicitor fees	4,496.00
7/12/2010	10234	DCED	2nd quarter education training fee	124.00
7/12/2010	10235	H.A. Berkheimer	EIT commission	741.79
7/12/2010	10236	H.A. Thomson Co.	Property, Equipment, Auto Insurance	9,653.00
7/12/2010	10237	Howett's Custom Screen Printing, Inc.	shirts	67.50
7/12/2010	10238	International Code Council, INC	IRC plan review	23.00
7/12/2010	10239	Joseph England	Refund Zoning Hearing Board Fees	850.00
7/12/2010	10240	MMPMET	health Insurance	3,755.04
7/12/2010	10241	NLS System INC.	Building Security	7,300.00
7/12/2010	10242	Office Depot	supplies	158.26
7/12/2010	10243	Oxford Area Chamber of Commerce	dues	100.00
7/12/2010	10244	Purchase Power	postage	106.99
7/12/2010	10245	Ragan Engineering	Act 537 Plan	352.00
7/12/2010	10246	Ragan Engineering	engineering fees	2,549.50
7/12/2010	10247	Toshiba Business Solution STE 180	color copies	85.96
7/12/2010	10248	Toshiba Business Solutions	maintenance contract	216.09
7/12/2010	10249	Union Fire Co. #1- Endowment Fund	1st & 2nd quarter	900.00
7/12/2010	10250	United Inspection Agency, Inc.	building inspector	600.00
7/12/2010	10251	Hamlin, Suzanne	tax clerk/tax certifications	566.18
7/12/2010	10252	Shock, Charles C	building inspector	1,746.83
7/12/2010	10253	Moran, J. Scott	building inspector	1,754.00
7/12/2010	10254	PJ Scheese	mileage	63.80
7/12/2010	10255	William C. Weaver	backhoe rental	1,440.00
7/12/2010	10256	Winifred Moran Sebastian	sollcitor fees	255.00
7/12/2010	10257	Royal Chemical	supplies	327.86
				<b>61,475.43</b>

**East Nottingham Township  
Bills for Approval  
July 12, 2010**

**Open Space Fund:**

7/12/2010	210 Conrad O'Brien P.C.	solicitor fees	1,783.82
7/12/2010	211 H.A. Berkheimer	commission	673.06
			<b>2,456.88</b>

**State Fund:**

7/12/2010	151 Independence Construction Materials	roadwork	3,018.73
7/12/2010	152 Long's Asphalt, Inc.	roadwork	9,980.00
			<b>12,998.73</b>

**Escrow Fund:**

7/12/2010	316 Conrad O'Brien P.C.	solicitor fees	<b>800.00</b>
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**Supplemental Checks- General Fund:**

6/1/2010	ACH 941 Federal Tx Dep	federal tax deposit	1,593.18
6/1/2010	10105 U.S. Postal Service	postage	44.00
6/1/2010	10106 Nextel	cell phones	216.26
6/1/2010	10107 PECO	electric	535.56
6/1/2010	10108 Verizon	phones	578.64
6/3/2010	ACH PA Dept. of Revenue	state tax deposit	328.77
6/3/2010	Debit Norton Anti Virus	computer security	79.49
6/3/2010	10116 Joyce Krauss	cleaning-windows & doors	90.00
6/4/2010	10117 Robert J. Kearney	Constable	495.00
6/7/2010	ACH 941 Federal Tx Dep	federal tax deposit	1,744.86
6/7/2010	10118 AFLAC	employee paid health insurance	463.68
6/10/2010	10126 U.S. Postal Service	2010 permit (newsletter)	185.00
6/13/2010	ACH Intuit	support	39.00
6/14/2010	CH 941 Federal Tx Dep	federal tax deposit	1,562.44
6/15/2010	10177 Deer Park	water	115.05
6/16/2010	ACH PA Dept. of Revenue	state tax deposit	603.55
6/17/2010	10185 Joyce Krauss	cleaning	150.00
6/21/2010	ACH 941 Federal Tx Dep	federal tax deposit	3,035.52
6/28/2010	ACH 941 Federal Tx Dep	federal tax deposit	1,599.06
			<b>14,259.06</b>

**Supplemental Checks-Open Space**

6/25/2010	ACH Wells Fargo	interest	<b>15,432.82</b>
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