## AGENDA ORGANIZATIONAL MEETING EAST NOTTINGHAM TOWNSHIP BOARD OF SUPERVISORS JANUARY 5, 2009

I	Call	Meeting	to	Order
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Pledge of Allegiance

Appoint Temporary Chairman

**Appoint Temporary Secretary** 

II Approve Agenda for Meeting

III Public Comment

#### IV Business

Appoint Chairman

Appoint Vice-Chairman

Appoint Secretary for Supervisors & set salary

Appoint Secretary for Planning Commission

Appoint Designated Open Records Officer

Appoint Treasurer & set salary

Appoint Suzanne Hamlin as Chief Administrative Officer of Pension Fund

Appoint Township Engineer & set hourly rate

Appoint Consulting Engineer & set hourly rate

Appoint Township Solicitor & set hourly rate

Appoint Consulting Solicitor & set hourly rate

Appoint Earned Income Tax Collector

Set compensation to pay Earned Income Tax Collector

Appoint Open Space Tax Collector

Appoint Solicitor for the Zoning Hearing Board & set hourly rate

Set Salary for Zoning Hearing Board Members

Appoint Secretary to Zoning Hearing Board & set hourly rate

Appoint Vacancy Board Member for 2009

Appoint Road Master & set hourly rate

Appoint Road Crew & set hourly rate

Set Wages for Part-Time Help, Snow Plowing & Temporary Help

Appoint Zoning/Subdivision Officer & set salary

Appoint Alternate Zoning Officer

Appoint Building Code Inspector & set fee

Appoint Building Code Inspector Alternate & set fee

Appoint Tax Clerk & set salary

Depository for all Township Funds

Signatures on all Checks

Advertising

**Regular Monthly Meetings** 

Work Session Meetings

Approve 1/1/09 & 1/19/09 as paid holidays for full time employees

Set mileage reimbursement rate

Appoint Supervisor as Chairman of the Agricultural Security Advisory Committee

Re-Appoint Member of Ag Security Committee

Agricultural Security Committee

Appoint Emergency Management Coordinator & set salary **Planning Commission** Re-Appoint Gene Turns to Planning Commission -4 year term Re-Appoint Walter Leis to Planning Commission- 4 year term **Historic Commission** Re-Appoint Percy Reynolds to OASA- 5 year term Oxford Area Sewer Authority Representatives **Township Auditors** Appoint Barbacane Thornton & Company as Auditing Firm for the year **Building Inspectors Appeal Board** Oxford Area Recreation Authority Zoning Hearing Board Representatives Re-Appoint Member to Zoning Hearing Board **Newsletter Committee** Police Study Committee Open Space Committee

- V Recognition of Visitors
- VI Adjournment

# MINUTES EAST NOTTINGHAM TOWNSHIP BOARD OF SUPERVISORS ORGANIZATIONAL MEETING JANUARY 5, 2009

The Annual Organizational Meeting of the East Nottingham Township Board of Supervisors was held in the Township Building on January 5, 2009. Those present were: Supervisor Leo M. Levandowski, Supervisor Michael P. Miller, Supervisor Percy Reynolds, Supervisor Gene Turns, Supervisor Charles D. Shelton, Treasurer Suzanne Hamlin, Zoning Officer P.J. Scheese, Secretary Pat Brady and guests.

Supervisor Leo M. Levandowski called the meeting to order at 7:00 P.M. and read the Public Notice advertisement from the Daily Local News.

Supervisor Leo M. Levandowski read from the PSATS Magazine information concerning the Organizational Meeting.

Motion made by Supervisor Miller seconded by Supervisor Reynolds to appoint Supervisor Leo M. Levandowski as Temporary Chairman.

Aye: 5 Nay: 0

Motion made by Supervisor Shelton seconded by Supervisor Turns to appoint Pat Brady as Temporary Secretary.

Aye: 5 Nay: 0

Motion made by Supervisor Miller seconded by Supervisor Shelton to approve the agenda as submitted by the Secretary.

Aye: 5 Nay: 0

Public Comment on the Agenda- None

Motion made by Supervisor Miller seconded by Supervisor Turns to appoint Leo M. Levandowski as Chairman for the year 2009.

Aye: 5 Nay: 0

Motion made by Supervisor Reynolds seconded by Supervisor Shelton to appoint Michael P. Miller as Vice- Chairman for the year 2009.

Aye: 5 Nay: 0

Motion made by Vice-Chairman Miller seconded by Supervisor Turns to appoint Pat Brady as Secretary for the year 2009 at the current rate.

Aye: 5 Nay: 0

		ded by Supervisor Reynolds to appoint Commission for the year 2009 at the
	Aye: 5	Nay: 0
		nded by Supervisor Reynolds to appoint Pat ls Officer for the year 2009.
	Aye: 5	Nay: 0
		ded by Supervisor Turns to appoint  2009 at the current rate.  Nay: 0
		nded by Supervisor Turns to <b>appoint</b> Officer of the Pension Fund.  Nay: 0
Motion made by Vice Stantec as Township fee schedule for the	p Engineer for the Plar year 2009.	nded by Supervisor Reynolds to appoint nning Commission at the rate stated in the
	Aye: 5	Nay: 0
Ragan Engineering	as Consulting Enginee	conded by Supervisor Shelton to appoint or for the Supervisors at the discretion of wnship and \$115.00 for Subdivision for
the year 2003.	Aye: 5	Nay: 0
Motion made by Cha Conrad O'Brien Go \$160.00 for the year	ellman & Rohn as the T	conded by Supervisor Shelton to appoint  Fownship Solicitor at the hourly rate of  Nay: 0
Winifred M. Sebast	airman Levandowski se tian as Consulting Solic scretion of the Board. Aye: 5	conded by Supervisor Shelton to appoint citor at the hourly rate of \$150.00 for the  Nay: 0
Motion made by Cha Berkheimer Associa	airman Levandowski seo	conded by Supervisor Shelton to appoint ncome Tax Collector for the year 2009.  Nay: 0

	Levandowski seconded by Vickheimer Associates at the curr	
percent for the year 2009	Aye: 5	Nay: 0
	Levandowski seconded by Sups the Open Space Tax Collecto Aye: 5	
	Levandowski seconded by Super & Land as the Solicitor for to for the year 2009.	
, , , , , , , , , , , , , , , , , , ,	Aye: 5	Nay: 0
Motion made by Chairman for the Zoning Hearing E year 2009.	n Levandowski seconded by Sup Board members at \$75.00 per i Aye: 5	pervisor Turns to set the salary member per hearing for the Nay: 0
	n Levandowski seconded by Su o the Zoning Hearing Board fo Aye: 5	pervisor Shelton to appoint
hourly rate of \$20.00 per	n Levandowski seconded by Vice hour for administrative work nts for the Zoning Hearing Bo Aye: 5	done by the Secretary to be
	n Levandowski seconded by Vicy Board for the year 2009.	·
	Aye: 5	Nay: 0

William Weaver as Road Master for the year 2009 at the current rate.

Aye: 5 Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to appoint Dennis Lindsey as Roadman for the year 2009 at the current rate for the year 2009.

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to appoint

Aye: 5 Nay: 0

Motion made by Chairman I Tom Elville as Roadman fo		y Vice-Chairman Miller to <b>appoint</b> current rate. Nay: 0
Motion made by Chairman I Roger Blevins as Roadman		y Supervisor Reynolds to <b>appoint</b> e current rate. Nay: 0
Motion made by Chairman I wages for part time help for rate of \$16.00 and temporary	or the year 2009 as folloory help at the hourly ra	y Vice-Chairman Miller to set the ows: Snow plowing at the hourly ate of \$15.00.  Nay: 0
Motion made by Chairman I P.J. Scheese as Zoning Off the year 2009 at the curren	icer, Subdivision Office	y Vice-Chairman Miller to appoint er, Code Enforcement Officer for
George Guss as alternate 2	Aye: 5 Shelton seconded by Vi Zoning Officer (to be ac	Nay: 0  ce-Chairman Miller to appoint tivated upon Supervisors
approval).	Aye: 5	Nay: 0
Charlie Shock as the Build		Supervisor Turns to appoint spector for the year 2009 at the
hourly rate of \$50.00.	Aye: 5	Nay: 0
Motion made by Supervisor Tim Durham, Chili's Insp Inspector for the year 200	ection Services as alteri	Vice-Chairman Miller to appoint nate Building Code Official &
inspector for the year 200.	Aye: 5	Nay: 0
Motion made by Vice-Chair schedule as submitted by	Chili's Inspection Servi	Supervisor Turns to approve the fee ces.
	Aye: 5	Nay: 0
Motion made by Superviso Suzanne Hamlin as Tax C	or Reynolds seconded by Clerk for East Nottinghat Aye: 5	Vice-Chairman Miller to appoint mm Township for the year 2009.  Nay: 0
Motion made by Chairman salary for the Tax Clerk a	Levandowski seconded at the current rate of \$60 Aye: 5	by Vice-Chairman Miller to set the 00.00 per month for the year 2009.  Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to
designate the Peoples Bank of Oxford a division of National Penn, as depository for
all Township funds for the year 2009.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to require two (2) signatures on all checks, one being the Treasurer and one being any individual Supervisor for the year 2009.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to designate the Daily Local News, the Oxford Tribune and the Chester County Press for advertising in 2009.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Millers to approve the Regular Monthly Meetings for the year 2009 at 7:00 P.M. in the Township Building on the following dates: January 5, February 9, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 13, November 9, December 14, 2009.

Aye: 5

Nay: 0

Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve the work sessions for the year 2009 at 7:00 P.M. in the Township Building on the following dates: January 20, February 17, March 16, April 20, May 18, June 15, July 20, August 17, September 21, October 19, November 16, 2009. No work session in December.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to approve January 1, 2009 and January 19, 2009 as paid holidays for full time employees.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Reynoldsto set the mileage reimbursement rate at the IRS guideline for 2009 the federal rate of .55 per mile.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to appoint Leo M. Levandowski as Chairman of the Agricultural Security Advisory Committee for the year 2009.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Shelton to appoint Agricultural Security Committee Member G. William Freese for a 3 year term.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to approve the following as the Agricultural Security Committee Members: Chairman Leo Levandowski, Paul Smoker and G. William Freese for the year 2009.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to appoint John C. Reynolds, Jr. to be the Emergency Management Coordinator for the year 2009.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to set the salary for the Emergency Management Coordinator at \$500.00 for the year 2009.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to approve the following as the Planning Commission Members for 2009: Chairman Joe Bauer-Term Expires 12/31/2010, Shannon Wells-Term Expires 12/31/2010, Clifford lee-Term Expires 12/31/2010, Walter leis-Term Expires 12/31/08, Gene Turns-Term Expires 12/31/08, Janice Gavin-Term Expires 12/31/09, John Wallace-Term Expires 12/31/09.

Aye: 5

Nav: 0

Motion made by Chairman Levandowski seconded by Supervisor Shelton to appoint Gene Turns to the Planning Commission for a 4 year term 12/31/08-2012.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to appoint Walter Leis to the Planning Commission for a 4 year term 12/31/08-2012.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to appoint the following members to the Historic Commission: Chairman Ralph Denlinger, Ken Knapp, Karen Olivieri, Cooky Howett & Dolly Coldiron for the year 2009.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to appoin
Percy Reynolds to the Oxford Area Sewer Authority for a 5 year term 2008-2013.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to approve the following as the Oxford Area Sewer Authority Representatives: Percy Reynolds, Term Expires 12/31/2013 and Joe Scheese, Term Expires 12/31/2011

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to approve the following as the Township Auditorsfor 2009: Glenna Jordan-Term Expires 12/31/2011, Lynn Petersen-Term Expires 12/31/2011, Jerry Johnson-Term Expires 12/31/2009.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to approve the following as the Building Inspector Appeal Board Members for 2009: Kenneth King, John Lynch & Scott Moran.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Turns to approve the following as the Oxford Area Recreation Authority Members for 2009: Joseph Bauer, Term Expires 12/31/2011 & Michael Vitale, Term Expires 12/31/2011.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Reynolds to approve the following as the Zoning Hearing Board Representatives for 2009: William Blackburn, Term Expires 12/31/09, Joseph Taylor, Term Expires 12/31/2010, G. William Freese, Term Expires 12/31/2008.

Aye: 5

Nav: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to reappoint G. William Freese to the Zoning Hearing Board for a 3 year term 2008-12/31/2011.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to approve the following as the Newsletter Committee for 2009: Beth Cartwright, P.J. Scheese, Dianna Stuckey & Betty Summers.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Vice-Chairman Miller to approve the following as the Open Space Committee for 2009: Dave Shelton, Clifford Lee, Courtney Peterson, David Stewart and Suzanne Hamlin.

Aye: 5

Nay: 0

Motion made by Chairman Levandowski seconded by Supervisor Shelton to approve the Welcome Committee Member for 2009: Gene Turns.

Aye: 5

Nay: 0

Recognition of Visitors-

Joe Scheese thanked the Board for re-appointing him to the Vacancy Board for 2009 and also informed the Board to check their PSATS Magazine concerning an interesting article regarding Taxes.

**Adjournment**- Motion made by Vice-Chairman Miler seconded by Supervisor Shelton to adjourn the meeting at 7:42 P.M..

Aye: 5

Nay: 0

Respectfully Submitted,

ATTEST: 1 2/9/09

Pat Brady, Secretary

Leo M. Levandowski Chailman

Michael P. Miller

Perdy Reynol

Vice-Chairman

Supervisor

Gene Turns

Charles D. Shelton

Supervisor

Supervisor