

**AGENDA
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
APRIL 14, 2008**

- * OPEN ROAD BIDS 7:30 P.M., AWARD BIDS AT WORK SESSION 4/21- 7:30**
- * OPEN BIDS FOR ACCESSORY BUILDING, AS ADVERTISED BIDS MAY BE AWARDED ON 4/14 OR A SUBSEQUENT MEETING TO BE ANNOUNCED**

I. Call Meeting to Order

II. Pledge of Allegiance

III. Approve Agenda

IV. Public Comment on Agenda

V. Executive Sessions-

- 1)- March 14, 2008 BOS, Hunter Hale, Ralph DeFazio Re: Levi Stoltzfus**
- 2)- March 17, 2008 BOS , Bill Weaver, Russell Baker Re: School House**
- 3)- March 19, 2008 BOS, Wiltshire HOA Lynley Thinnes, Re: Wiltshire**
- 4)- March 31, 2008 BOS , Auditors & Suzie Hamlin Re: 2007 Audit**
- 5)- April 8, 2008, BOS, Pat Brady, PJ Scheese Re: BOS Mtg. agenda**

VI. Minutes for Review- copies on table for review

- 1)- BOS Regular Meeting, March 10 , 2008**
- 2)- BOS Special Meeting, March 17, 2008**

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. Newsletter Committee Report-

XVII. Welcome Committee Report

XVIII. Policy Study Committee Report

XIX. Old Business

XX. Letter of Credit Releases-

A)- Century Oak, escrow release #22 for \$125.10

B)- Cooper Farms, escrow release #13 for \$57.50

XXI. Subdivisions-

Frank & Angela Lobb – Preliminary Land Development Plan

A. Waiver Requests from

1. 302.02.B.

2. 403.03.A

3. 403.03.E(3)

B. Request for Preliminary/Final Plan Approval

Letters of Extension

❖ Date specific for July 15, 2008

- Meadowview Estates – Preliminary Subdivision Plan**
- Shepherd DeCarlo – Preliminary Subdivision Plan**
- Lewis Tract – Final Land Development Plan**

XXII. Supervisors-

A. New Permit Applications on Website

B. Budget Money for Pugh Event on 5/1/08

C. Approve Charlie Shock taking class on pool inspection certification

D. Approve P.J. attending seminar recommended by PC

E. Census 2010

F. Governance Rules

G. Codification

H. Zoning Map

I. Bills For Approval

XXIII . Minutes for Approval-

1)- BOS – Regular Meeting, March 10, 2008

2)- BOS Special Meeting, March 17, 2008

XXIV. Correspondence-

XXV. Recognition of Visitors-

XXVI. Adjournment-

**MINUTES
EAST NOTTINGHAM TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
APRIL 14, 2008**

The Regular Meeting of the Board of Supervisors of East Nottingham Township was held in the Township Building on April 14, 2008 . Those present were: Chairman Leo M. Levandowski, Vice-Chairman Michael P. Miller, Supervisor Percy Reynolds, Supervisor Charles D. Shelton, Treasurer Suzanne Hamlin, Zoning Officer P.J. Scheese, Secretary Pat Brady and guests. Supervisor Gene Turns will be arriving shortly.

The Meeting was called to order at 7:00 P.M..

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

Approve Agenda: Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to approve the agenda as presented by the Secretary.

Aye: 4

Nay: 0

Chairman Levandowski announced the road bids will be opened at 7:30 P.M. and awarded on 4/21/08. The storage accessory bids will also be opened and awarded at a later date.

Public Comment on Agenda- None

Executive Sessions- Chairman Levandowski read the following:

- 1)- March 14, 2008 BOS, Hunter Hale, Ralph DeFazio Re: Levi Stoltzfus
- 2)- March 17, 2008 BOS, Bill Weaver, Russell Baker Re: School House
- 3)- March 19, 2008 BOS, Wiltshire HOA Lynley Thinnes Re: Wiltshire
- 4)- March 31, 2008 BOS, Auditors & Suzie Hamlin Re: 2007 Audit
- 5)- April 8, 2008 BOS, Pat Brady, PJ Scheese, Re: BOS Mtg. Agenda

Minutes for Review- Chairman Levandowski stated there are copies of the Minutes on the table for anyone to review . They will be approved later in the Meeting.

Treasurer's Report- Suzie Hamlin gave her report stating that East Nottingham's cash assets amount to \$4,885,836.39 . Bills for March totaling \$52,007.79 were presented for payment from the General Fund. Income received for March 2008 totals \$71,411.34 realized from taxes, escrow, court fines, permits, inspection fees fire hydrant reimbursement and miscellaneous fees. General Fund balance as of 3/31/08 is \$143,911.61.

Chairman Levandowski stated the bills will be approved later on in the meeting.

Chairman Levandowski announced that all five Supervisors are now seated.

Road Report- Road master Bill Weaver stated the report speaks for itself. The road crew have been busy.

Vice-Chairman Miller asked Bill Weaver about the burnt culvert pipe on Elk Ridge Road. Bill explained the situation. Supervisor Shelton asked Bill Weaver what the cost to replace the pipe with man power would be. Bill responded \$750. to \$800..

Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to put this issue on the work session agenda for 4/21/08.

Aye: 5

Nay: 0

Vice-Chairman Miller stated he and Bill Weaver were standing out on Waterway Road when the High School was letting out and it was intimidating. Vice-Chairman Miller stated that Bill will be adding (3) 30 MPH signs on Waterway Road between 5th & Waterway and the new Oxford High School.

Zoning Report- P. J. Scheese gave her report . Chairman Levandowski discussed a concern from P.J.'s driving report regarding Hillside Circle. Supervisor Reynolds asked P.J. about the house numbers on Autumn Hill Drive. P.J. responded that is all straightened out.

Building Inspector Report- Supervisors reviewed Charlie Shocks report.

Comprehensive Plan Committee Report- Supervisor Reynolds stated he would ask the Supervisors to complete their questionnaires as return them ASAP.

Oxford Area Recreation Authority Report- Joe Bauer gave the report stating the contract for development for parcel 1 phase 1 has been awarded to YSM in York and they have subcontracted with Yerkes for surveying which was done last week. Blue prints should be received within the next three weeks, which will then be presented to the Township.

7:30 P.M. -OPEN ROAD BIDS AS ADVERTISED

Chairman Levandowski read the advertisement

- **EMMI, Asphalt Supply Bid-** Bid Bond enclosed
3400 tons superpave binder, delivered, unit price \$43.15 , total \$146,710.
1800 tons superpave wearing, delivered, unit price \$47.35, total \$85,230

- **Independence Construction Materials, Paving Bid- Bid Bond enclosed**
3400 tons superpave binder, delivered, unit price \$44.83, total \$152,422.
1800 tons superpave wearing, delivered, unit price \$48.83, total \$87,894.
- **Independence Construction Materials, Stone Bid, Bid Bond enclosed**
Per schedule of Prices-Materials, attached.
- **Pennsy Supply- dba McMinn's Asphalt Company- Oil & Chip Bid Bid Bond enclosed**
12,000 square yards, seal coat in place, unit price \$1.75 total \$21,000.
- **Pennsy Supply dba McMinn's Asphalt Company- Asphalt Bid Bid Bond enclosed**
3400 tons superpave binder, delivered, unit price \$38.20 total \$129,880.
1800 tons superpave wearing, delivered, unit price \$48.20 total \$86,760.
- **Long's Asphalt, Inc.- Equipment with Operator Bid-Bid Bond enclosed**
Per Schedule of Equipment, attached.
- **Martin Paving- Oil & Chip Bid- Bid Bond enclosed**
12,000 square yards, seal coat in place, unit price \$1.322 total \$15,864.
- **Asphalt Industries, Inc.- Oil & Chip Bid- Bid Bond enclosed**
12,000 square yards, seal coat in place, unit price \$1.29 total \$15,480.

Chairman Levandowski stated the bids will be awarded on 4/21/08, as advertised.

Chairman Levandowski asked the Secretary to have this information put on a spread sheet & have ready for tomorrow 4/15 by 4:00 P.M..

Accessory Storage Building Bids

Chairman Levandowski read the advertisement

- **Triple H Construction LLC- Bid Amount \$60,461.00**
- **Kistler Buildings- Bid Amount \$77,842.00**
- **McComsey Builders- Bid Amount \$44,833.00**
- **CB Structures- Bid Amount \$56,255.00**

Chairman Levandowski stated the Supervisors will meet on 4/17/08 to go over the bids, which will be awarded on 4/21/08.

Oxford Area Sewer Authority Report- Supervisor Reynolds read the report submitted by Joe Scheese.

Open Space Committee Report- this will be discussed under Supervisors

Historic Commission Report- Vice-Chairman Miller read the report submitted by Ralph Denlinger.

Newsletter Committee Report- P.J. Scheese stated that Beth Cartwright emailed the draft newsletter to her recently and it will be going to the printer shortly, and coming out in May.

Welcome Committee Report- Supervisor Turns stated there is nothing to report at this time.

Police Study Committee Report- No Report

Old Business- None

Letter of Credit Releases-

A)- Century Oak, escrow release #22 for \$125.10- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve escrow release #22 in the amount of \$125.10

Aye: 5

Nay: 0

B)- Cooper Farms, escrow release #13 for \$57.50- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve escrow release #13 in the amount of \$57.50.

Aye: 5

Nay: 0

8:35 P.M. tape change

Subdivisions-

Frank & Angela Lobb- Preliminary Land Development Plan

A. Waiver Requests from

1. 302.02.B- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant waiver 302.12.B

Aye: 5

Nay: 0

2. 403.03.A- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant waiver 403.03.A

Aye: 5

Nay: 0

3. 403.03.E(3)- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant waiver 403.03.E(3).

Aye: 5

Nay: 0

B. Request for Preliminary/Final Plan Approval- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to grant Preliminary/Final Plan Approval.

Aye: 5

Nay: 0

Letters of Extension- Date specific for July 15, 2008

- **Meadowview Estates- Preliminary Subdivision Plan-** Motion made Supervisor Reynolds seconded by Vice-Chairman Miller to approve the extension request to expire July 15, 2008.

Aye: 5

Nay: 0

- **Shepherd DeCarlo-Preliminary Subdivision Plan-** Motion made by Supervisor Reynolds seconded by Vice-Chairman Miller to approve the extension request to expire July 115, 2008.

Aye: 5

Nay: 0

- **Lewis Tract-Final Land Development Plan-** Motion made by Supervisor Reynolds seconded by Vice-Chairman Miller to approve the extension request to expire on July 15, 2008.

Aye: 5

Nay: 0

Supervisors-

A. New Permit Application on Website- Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to approve having Page Associates put permit applications on the web site with interactive documents for no more than \$200.00. web site with interactive documents.

Aye: 5

Nay: 0

B. Budget Money for Pugh Event on 5/1/08- Chairman Levandowski read the Press Release written by Joel Brown.

Joel Brown stated he is expecting the event to last 45 minutes to an hour. The maximum cost will be \$1,000.00..

Supervisor Shelton suggested asking for donations and offered to donate \$400.00. Joel Brown offered to donate \$200.00 and Supervisor Turns also offered to donate \$200.00.

Supervisor Reynolds stated he will check to see if the bank will donate a fake large check for the ceremony.

C. Approve Charlie Shock taking class on pool inspection certification. Motion made by Vice-Chairman Miller seconded by Supervisor Turns to approve Charlie Shock taking the pool inspection class at a cost of \$160.00.

Aye: 5

Nay: 0

D. Approve P.J. attending seminar recommended by PC- Motion made by Vice-Chairman Miller seconded by Supervisor Reynolds to approve P.J. taking the class at a cost of \$50.00, on May 7, 2008.

Aye: 5

Nay: 0

E. Census 2010- Treasure Suzie Hamlin stated she wanted to inform the Supervisors that the Census information is complete.

F. Governance Rules- Vice-Chairman Miller read the Rules. Motion made by Supervisor Shelton seconded by Vice-Chairman Miller to accept and approve the Governance Rules as read.

Aye: 5

Nay: 0

G. Codification- Motion made by Supervisor Reynolds seconded by Vice-Chairman Miller to have P.J. Scheese get quotes & get back to the Board.

Aye: 5

Nay: 0

H. Zoning Map- Motion made by Chairman Levandowski seconded by Supervisor Shelton to approved the existing map and what P.J. Scheese read that goes along with the map dated 3/13/08. The one being signed will reflect 4/13/08.

Aye: 5

Nay: 0

I. Bills For Approval- Motion made by Vice-Chairman Miller seconded by Supervisor Turns to approve the bills as presented by the Treasurer.

Aye: 5

Nay: 0

Tape change 9:20 P.M.

Minutes For Approval-

1)- BOS Regular Meeting, March 10, 2008- Motion made by Vice-Chairman Miller seconded by Supervisor Turns to approve the Minutes as presented by the Secretary.

Aye: 5

Nay: 0

2)- BOS Special Meeting, March 17, 2008- Motion made by Vice-Chairman Miller seconded by Supervisor Shelton to approve the Minutes as presented by the Secretary.

Aye: 4(Supervisor Reynolds not present) Nay: 0

Correspondence-

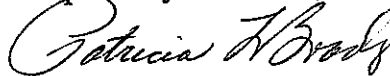
- *PSATS News Bulletin, March 2008
- *Letter from CC Dept. of Emergency Services dated 3/31/08
- *Letter from Oxford Area High School re: Project Graduation 2008
- *Brochure from Eastern Mobile Pressure Washing

Recognition of Visitors-

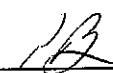
- *Joel Brown had a question regarding a conservation plan and rules
- *Joe Bauer- had a question about the township paying for Charlie Shocks pool certification


Adjournment- Motion made by Supervisor Turns seconded by Supervisor Shelton to adjourn the Meeting at 9:20 P.M..

Respectfully Submitted,



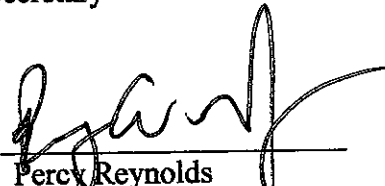
Patricia L. Brady, Secretary


ATTEST:  _____



Leo M. Levandowski
Chairman

absent by

Michael P. Miller
Vice-Chairman



Percy Reynolds
Supervisor

Gene Turns
Supervisor

Charles D. Shelton
Supervisor

**East Nottingham Township
Bills for Approval
4/14/2008**

Date	Number Payee	Description	Payment
4/14/2008	7730 Adams Tire & Alignment	tires	467.52
4/14/2008	7731 Alger Oil, Inc	fuel	588.37
4/14/2008	7732 American Rock Salt Company LLC	salt	1,180.65
4/14/2008	7733 Aramark	uniforms	448.45
4/14/2008	7734 Brandywine Auto Parts	parts	7.52
4/14/2008	7735 Cameron's Inc.	supplies	443.04
4/14/2008	7738 Cumberland Truck	parts	76.22
4/14/2008	7739 Farm Plan	supplies	118.62
4/14/2008	7740 Highway Materials, Inc.	PSP 485	214.50
4/14/2008	7741 Lawson Products, Inc.	parts	221.85
4/14/2008	7742 Northern Tool & Equipment Co.	repair	139.27
4/14/2008	7743 Oxford Auto Parts	parts	60.99
4/14/2008	7744 Pennsylvania One Call System, Inc.	communication	65.00
4/14/2008	7745 Tractor Supply Co.	supplies	169.06
4/14/2008	7746 US Muncipal Supply, Inc.	traffic signs	286.47
4/14/2008	7747 Allied Waste Services #319	trash removal	63.33
4/14/2008	7748 Armstrong One Wire	internet	39.95
4/14/2008	7749 Barbacane Thornton & Company	auditors	5,800.00
4/14/2008	7750 Borough of Oxford	workmams comp for Union Fire Co	6,902.00
4/14/2008	7751 Charles A. Higgins & Sons, Inc.	traffic light maintenance	672.17
4/14/2008	7752 Chester County Archives & Record Services	copies	50.50
4/14/2008	7753 Chili's Inspection Services	building inspector	880.00
4/14/2008	7754 CLEANING EQUIPMENT SUPPLY CO.	hose reel	272.25
4/14/2008	7755 Cohen Telecommunications Law Group	cable franchise renewal	1,208.00
4/14/2008	7756 Companion Life Insurance Company	life insurance	405.00
4/14/2008	7757 Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	2,392.50
4/14/2008	7758 Counsel Press LLC	reproduce records/brief Walters LP	2,292.78
4/14/2008	7759 Crystal Springs	water	86.99
4/14/2008	7760 Daily Local News	advertising	231.82
4/14/2008	7761 DCED	state fee 1st quarter	48.00
4/14/2008	7762 FedEx	shipping	12.00
4/14/2008	7763 H.A. Berkheimer	EIT commission	1,475.33
4/14/2008	7764 H.A. Thomson Co.	added traffic signal	363.00
4/14/2008	7765 MMPMET	health insurance	4,003.92
4/14/2008	7766 Nancy M. Sage	court recorder	373.00
4/14/2008	7767 Office Basics, Inc.	supplies	132.73
4/14/2008	7768 PitneyBowes	postage/supplies/lease	351.11
4/14/2008	7769 PPL Gas Utilities	gas	571.85
4/14/2008	7770 Stantec Consulting Services Inc.	engineering fees	1,500.00
4/14/2008	7771 Toshiba America Info Sys Inc.	maintenance agreement	216.09
4/14/2008	7772 Toshiba Business Solution	maintenance contract overage	604.67
4/14/2008	7773 Toshiba Business Solution	color copies	52.99
4/14/2008	7774 Tri County Electric	install heaters-school house	1,918.34
4/14/2008	7775 United Inspection Agency, Inc.	inspection	180.00
4/14/2008	7776 US Muncipal Supply, Inc.	traffic signs	218.46
4/14/2008	7777 Zee Medical Service Co.	supplies	171.53
4/14/2008	7778 Hamlin, Suzanne	tax clerk/tax certifications	625.02
4/14/2008	7779 Jordan, Glenna	auditors	26.33
4/14/2008	7780 PJ Scheese	mileage	21.21
4/14/2008	7781 Winifred Moran Sebastian	solicitor fees	2,992.50
4/14/2008	7782 Charles C. Shock	building inspector	903.10
4/14/2008	7783 LT Trucking	sweeper	2,380.00
4/14/2008	7784 Office Basics, Inc.	supplies	105.85
4/14/2008	7785 Ragan Engineering	engineering fees	7,842.31
4/14/2008	7786 William C. Weaver	backhoe rental	700.00
4/14/2008	7787 Contech	pipe	843.00
			54,417.16

East Nottingham Township
Bills for Approval
4/14/2008

Open Space Fund:

4/14/2008	151 Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	5,682.01
4/14/2008	152 H.A. Berkheimer	commission	1,355.11
4/14/2008	153 Regester Associates, Inc.	survey-Esh	<u>7,335.75</u>
		Total:	14,372.87

Escrow Fund:

4/14/2008	225 B&F Technical Code Services, Inc	Hopewell School plan review	984.34
4/14/2008	226 Conrad O'Brien Gellman & Rohn, P.C.	solicitor fees	1,477.50
4/14/2008	227 Stantec Consulting Services Inc.	engineering fees	<u>5,601.00</u>
		Total:	8,062.84

Supplemental checks-Gen Fund:

3/3/2008	7613 Nextel	cell phones	223.59
3/3/2008	7614 PECO	electric	546.34
3/3/2008	7615 Verizon	phones	495.43
3/5/2008	ACH PA Dept of Revenue	state tax	524.60
3/6/2008	ACH 941 Deposit	federal tax deposit	1,613.68
3/6/2008	Debit PSATS	86th Annual Conference	135.00
3/6/2008	7624 U.S. Postal Service	postage	41.00
3/11/2008	7679 U.S. Postal Service	newsletter	2,000.00
3/11/2008	7680 Garnett Valley Contracting	red light	41,973.85
3/13/2008	ACH 941 Deposit	federal tax deposit	2,306.30
3/13/2008	7689 Joyce Krauss	cleaning	150.00
3/17/2008	ACH PA Dept of Revenue	state tax	525.20
3/17/2008	7690 Aflac	employee paid health insurance	292.88
3/18/2008	Debit Intuit	upgrade quickbooks 2008	169.95
3/18/2008	7691 Chester County Recorder of Deeds	recording	27.50
3/20/2008	ACH 941 Deposit	federal tax deposit	1,674.46
3/21/2008	Debit Intuit	shipping	9.95
3/27/2008	ACH 941 Deposit	federal tax deposit	1,685.74
3/27/2008	7708 Joyce Krauss	cleaning	<u>150.00</u>
		Total:	54,545.47

Supplemental checks-Open Space:

3/25/2008	ACH Commerce Bank	interest/finance charges	16,370.00
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