

AGENDA
East Nottingham Township
Board of Supervisors
ORGANIZATIONAL MEETING
January 7, 2019

- Call Meeting to Order
- Appoint Temporary Chairman _____
Motion: _____ Second: _____
- Appoint Temporary Secretary _____
Motion: _____ Second: _____
- Pledge of Allegiance
- Public Comment(s) on Agenda
- Appoint Agenda
Motion: _____ Second: _____
- Appoint _____ Chairman for the year 2019.
Motion: _____ Second: _____
- Appoint _____ Vice Chairman for the year 2019.
Motion: _____ Second: _____
- Appoint Kelli Karlton as Secretary to the Board of Supervisors for the year 2019.
Motion: _____ Second: _____
- Appoint _____ as Treasure for the year 2019.
Motion: _____ Second: _____

- Appoint _____ as Chief Administrative Officer of Pension Fund for 2019.

Motion: _____ Second: _____

- Appoint _____ as Tax Clerk for East Nottingham Township for the year 2019.

Motion: _____ Second: _____

- Set the Salary for the Tax Clerk at the current rate of \$600.00 per month for the year 2019.

Motion: _____ Second: _____

- Designate BB&T Bank as depository for Township General Fund, Open Space Fund, State and Escrow Fund for the year 2019.

Motion: _____ Second: _____

- Designate Citadel as depository for Township General Fund Savings for the year 2019.

Motion: _____ Second: _____

- Designate PLGIT as depository for all Township Certificate of Deposits for the year 2019.

Motion: _____ Second: _____

- Require two (2) signatures on all checks, one being the Treasurer and one being one of two Supervisors, _____ or _____ for the year 2019.

Motion: _____ Second: _____

- Appoint Keystone Collections Group to be the Earned Income Tax Collector for the year 2019.

Motion: _____ Second: _____

- Set the compensation to pay Keystone Collections Group at the current monthly rate of 1.35% for the year 2019.

Motion: _____ Second: _____

- Appoint Keystone Collections Group to be the Open Space Tax Collector for the year 2019 at a rate of 1.35%.

Motion: _____ Second: _____

- Set mileage reimbursement rate at the IRS guidelines for 2019 the federal rate of \$0.58 cents per mile.

Motion: _____ Second: _____

- Appoint Barbacane, Thornton & Company LLP as auditing firm for 2019 and adopt Resolution No. 2019 - 01.

Motion: _____ Second: _____

- Approve Treasure to pay reoccurring monthly bill when due for the year 2019.

Motion: _____ Second: _____

- Approve to appoint AECOME Corporation as Township Consultant Engineer at the rate of (see rate schedule for 2019).

Motion: _____ Second: _____

- Approve to appoint Stantec Engineering for the Supervisors discretion of the Board at the rate of (see rate schedule) for the year 2019.

Motion: _____ Second: _____

- Appoint BCO Scott Moran.

Motion: _____ Second: _____

- Approve to appoint _____ as Township Solicitor at the hourly rate of \$ _____ for the year 2019.

Motion: _____ Second: _____

- Approve to appoint Brutscher, Foley, Milliner & Land as the Solicitor for the Zoning Hearing Board at the hourly rate of \$175.00 for the year 2019.

Motion: _____ Second: _____

- Set the salary for the Zoning Hearing Board members at \$75.00 per member per hearing for the year 2019.

Motion: _____ Second: _____

- Set the hourly rate of \$_____ per hour for administrative work done by the Secretary to be charged through to applications for the Zoning Hearing Board for the year 2019.

Motion: _____ Second: _____

- Wages for part-time help for the year 2019 as follows:
Snow Plowing at the hourly rate of \$_____
Temporary help at the hourly rate of \$_____

Motion: _____ Second: _____

- Designate the Daily Local News for advertising in 2019.

Motion: _____ Second: _____

- Approve Regular Monthly Meetings for the year 2019 at 7:00 PM at the East Nottingham Township Building on the following dates:

February 12, 2019
March 12, 2019
April 9, 2019
May 14, 2019
June 11, 2019
July 9, 2019
August 13, 2019
September 10, 2019
October 8, 2019
November 12, 2019
December 10, 2019

Motion: _____ Second: _____

- Approve Work Sessions for the year 2019 at 7:00 PM at the East Nottingham Township Building for the Regular Meetings.

Motion: _____ Second: _____

- Approve advertising the 2019 work sessions and regular meeting.

Motion: _____ Second: _____

- Re-Appoint John Reynolds to be the Emergency Management Coordinator for the year 2019 at the rate of \$750.00 for the year.

Motion: _____ Second: _____

- Appoint _____ as UCC Appeals Board.

Motion: _____ Second: _____

- Appoint _____ as UCC Appeals Board.

Motion: _____ Second: _____

- Appoint _____ as UCC Appeals Board.

Motion: _____ Second: _____

- Appoint _____ as UCC Appeals Board.

Motion: _____ Second: _____

- Re-appoint Ralph Denlinger as Chairman of the Historic Commission for 2019.

Motion: _____ Second: _____

- Appoint _____ as Vacancy Board Chairman expiring 12/31/2019.

Motion: _____ Second: _____

- Re-appoint John Wallace to Planning Commission for term ending in 2022.

Motion: _____ Second: _____

- Re-appoint Janice Gavin to Planning Commission for term ending in 2022.

Motion: _____ Second: _____

- Re-appoint Joe Bauer to Planning Commission for term ending in 2022.

Motion: _____ Second: _____

- Appoint Kelli Karlton as Right to Know Officer expiring 12/31/2019.

Motion: _____ Second: _____

- Approve a _____ % raise for 2019 to _____ Township Employee
- Approve a _____ % raise for 2019 to _____ Township Employee
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- Approve a _____ % raise for 2019 to _____ Township Employee
- Approve a _____ % raise for 2019 to _____ Township Employee

Motion: _____ Second: _____

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AGENDA
East Nottingham Township
Board of Supervisors
REGULAR MEETING
January 7, 2019

- I. Call Meeting To Order**
- II. Pledge of Allegiance & Moment of Silence**
- III. Public Comment on Agenda Items**
- IV. Approve Agenda**
- V. Executive Session & Fact Finding Meeting**
- VI. Minutes – Draft Minutes on the table**
- VII. Junior Township Supervisor Report – Elizabeth Estes**
- VIII. Treasurer’s Report – Suzanne Hamlin**
- IX. Roadmaster Report - Bill Weaver**
- X. OASA Report**
- XI. OARA Report**
- XII. Escrow**
 - 1) N/A
- XIII. Subdivisions**
 - 1) Letter of Extension
 - a. Century Oak Phase 3A Final Plan
 - b. Herr Foods, Inc. Industrial Subdivision Plan
 - c. Mark Property Management LDP
 - d. Mease, Carl & Lesley Final Land Development Plan
 - e. Langston Sewage Facilities Planning Module RESOLUTION No. 2019-___
- XIV. Supervisors**
 - 1) Staff carry over unused sick / vacation days from 2018 to 2019
 - 2) Food Bank, 1100 Hickory Hill Road, Zoning Ordinance Amendment

- 3) **State Holidays in 2019**
- 4) **Treasurer – Health Insurance**
- 5) **September 11, 2018 Meeting Minutes Amendment (Failed Motion)**
- 6) **Township Secretary Kelli Karlton attend PSATS Convention**
- 7)
- 8)

XV. Bills For Approval

- XVI. Meeting Minutes - Regular Meeting December 11, 2018**
Close Out Meeting, December 27, 2018

XVII. Residents asked to be on Agenda

- John Coldiron RE: Code Enforcement Services

XVIII. Recognition of Visitors

XIX. Correspondence

- Recreation Authority Report Minutes
- PSAT Conference Planning
- Infradapt, The Adaptive Infrastructure Company
- US 202 South Lane Closure rescheduled for January 5th
- 2018 PUC Rate Case Settlement
- US 202 South Lane Closure scheduled for January 4th
- Oxford Area Chamber of Commerce Membership
- Pipeline safety and land use planning information
- PennDot Local Technical Assistance Program
- Performing Annual M54 Outfall Inspections
- Chester County Solid Waste Authority – Important Hazardous Waste Collection Program Update
- SCCEMS-MEDIC 94 2018 Operating Budget
- Social Media Marketing Strategy
- Union Fire Co. #1 Alarm Report Summary
- Vacant Supervisor Position Inquiry
- US 202 South Lane Closure Scheduled for December 21st for Bridge Construction
- SCCC You Need to Know: Network at Noon, Luncheon 12/13/18
- Downtown Oxford Investor Open House, Tuesday, 1/15/19
- Police Call Log
- Oxford Area Historical Association Meeting location change 1/15/19 to Masonic Lodge
- Chester Water Authority Proposed Rate Increase