

Board of Supervisors Meeting
February 11, 2019

Opening: Chairman Elston opened the regular scheduled meeting on Monday, February 11, 2019 at 7:00 P.M.

Roll call was taken and present were supervisors Gary C. Elston, Nelson R. Beam and Frank V. Daniel Jr. Others present were Craig Kologie, Zoning and Engineering Official, Kristin Camp, Solicitor, via FaceTime, and James Cochran, Assistant Road Manager.

Public Comment: Chairman Elston called for public comment on tonight's agenda; No public comment was received.

Minutes:

Motion: Mr. Beam made the motion to approve the January 7, 2019 meeting minutes and Mr. Daniel made the second. Motion carried 3-0.

Treasurer's Report: Discussed the two investments at First Resource that are maturing in early March. If PLGIT rates are higher the investments should be transferred. At the request of the auditors, the Board of Supervisors will review the Treasurer's bond and increase the bond. The Treasurer's Report stands approved until further audit. Balances were as follows:

- **Operating Accounts:**

| | |
|---|-----------------|
| General Fund- Victory Bank Money Market @ 2.00% | 585,757.47 |
| General Fund-Victory Bank Checking @ 1.54% | <u>4,830.18</u> |
| Total Operating Funds: | \$ 590,587.65 |

- **Designated Accounts:**

| | |
|---|---------------|
| FIRE/EMS - PLGIT Prime MM @ 2.56% | 19,138.45 |
| State Fund – Victory Bank @ 2.00% | 46,203.37 |
| Act 209 - PLGIT Prime MM @ 2.56% | 1,944.19 |
| Glenmoore Fire Co – Trumark CD - matures 12/1/19 @ 2.37% | 40,993.14 |
| Elverson-Honey Brook EMS – Trumark CD - matures 12/1/19 @ 2.37% | 31,946.63 |
| Twin Valley FD – Trumark CD - matures 12/1/19 @ 2.37% | 31,946.63 |
| PLGIT-New Truck @ 2.56% | 50,072.43 |
| WNT Emergency Fund - PLGIT CD- matures 4/1/19 @ 2.65% | 133,286.00 |
| Savings -Trumark @ .20% | 5.00 |
| Regular - PLGIT MM@ 2.56% | 254,497.38 |
| Recreation - PLGIT MM @ 2.56% | <u>294.41</u> |
| Total Designated Funds: | \$ 610,327.63 |

- **Investment Accounts:**

| | |
|---|------------|
| CD - PLGIT CD 1 - matures 4/9/19 @ 2.30% | 244,000.00 |
| MM - PLGIT Prime @ 2.56% | 7,441.36 |
| CD - PLGIT CD 2 - matures 4/15/19 @ 2.55% | 246,000.00 |
| MM - PLGIT Prime MM @ 2.56% | 7,764.70 |

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| | |
|---|-----------------|
| CD - PLGIT CD 3- matures 10/17/19 @ 2.85% | 486,000.00 |
| MM - PLGIT Prime MM @ 2.56% | 21,091.12 |
| CD - First Resource Bank - matures 3/10/19 @ 1.094% | 246,044.54 |
| CD - First Resource Cedars CD - matures 3/7/19 @ 1% | 62,618.19 |
| Clearing - First Resource Bank | <u>1.99</u> |
| Total Investment Funds: | \$1,320,961.90 |
| • <u>Escrow Accounts:</u> | \$ 8,421.30 |
| • <u>Total Funds under management:</u> | \$ 2,530,298.48 |

AUDIENCE:

- **Cath Jordan- Langoma Water Association** – Ms. Jordan advised that the Association is making progress. Mr. Elston advised Ms. Jordan to contact the Glenmoore Fire Department to assess the fire hydrants and to contact the Chester County Health Department regarding permits for new wells. In response to concerns about the location and access of the main water valve on the street, Mr. Elston stated that residents need to locate the valve and the township will provide assistance in opening the road. Ms. Camp advised that there may be funding assistance with the Langoma Water Association through Chester County or the Block grant program through HUD.

REPORTS:

Engineering: Mr. Kologie gave the monthly report and it will be on file in the township office.

- **Road Bid** – Mr. Kologie reviewed the township roads with Mr. Beam and will prepare a bid package for the March meeting for Bollinger Road, Isabella Road, Lippitt Road, and Killian Road. Bids will opened in April.
- **Hammell-O'Donnell Business Park:** Revised plans were presented and reviewed by Mr. Kologie and Ms. Camp.
- **Permit Fees** – has met with Mr. Daniel on revising the township permit fee schedule.

Zoning Report: Mr. Kologie stated that the assistant zoning official, Ed Mullock, is following up on complaints and getting acclimated with the township.

Solicitor's Report:

- **Hammell O'Donnell Business Park** – In accordance with DEP, West Nantmeal Township must adopt an ordinance for the sewer service that will be provided for the proposed 14 lot subdivision.

Motion: Mr. Beam made the motion to have Ms. Camp prepare and advertise the ordinance for the creation of the West Nantmeal Township Southern Service Area and adopting the Northwestern Chester County Municipal Authority's rules and regulations for the proposed service area and was seconded by Mr. Daniel. Motion passed 3-0.

Planning Commission:

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- 83 S. Brick Lane: Esther Prosser attended with prospective buyers with inquiries about building on the West Nantmeal parcel. Mr. Kologie said the inquiry involved the removal of the deed restriction and advised that they may need approval from surrounding property owners.
- 404 Lewis Mills Rd: Potential buyer inquired as to zoning ordinances and if building is permitted on the other side of the Brandywine Creek. The question was also raised as to whether this area is of historical significance.

Roads:

- Mr. Cochran and Mr. Beam earned flagger certification by attending training on January 16.
- Mr. Cochran has three quotes on purchasing the equipment that is needed as per the flagger training.
- Lights and chains have been installed on the truck and plow.
- Clarified that PennDot is responsible for signs at intersections of state roads. A temporary stop sign needs to be purchased and kept in the township truck.
- Craig Stoltzfus and Doug Yoder have availability to assist with snow removal. Little Conestoga Road is a priority for snow maintenance.

Parks and Recreation:

- At the February 7 meeting, it was determined that Community Day will be held on Saturday, September 24. Project leaders will be responsible for various areas with Mr. Daniel acting as coordinator. The next meeting will be in early April.

Historic: No report

EMS:

- Chester County Department of Emergency Services is presenting a Faith Based Preparedness Symposium on February 27 and all are invited to attend.
- Mr. Daniel attended the Emergency Management Workshop for Elected Officials on February 2 and received FEMA certificates for completing the training.

NEW BUSINESS:

- PSATS convention: Discussed the reimbursement policy for attendance at the convention. It will include only the following: registration fees, travel expense (including time and mileage), meals, and lodging. Reimbursable hours will not exceed the following: Sunday – 4.5, Monday – 8.5, Tuesday – 8.5, Wednesday – 4.5. Receipts must be provided for reimbursement.
- 2019-2022 Hazardous Waste Collection: Chester County has asked municipalities to commit to the program.

Motion: Mr. Beam made the motion to approve signing the 2019-2022 Regional Household Hazardous Waste Collection Program Commitment and was seconded by Mr. Daniel. Motion carried 3-0.

Board of Supervisors called for a break at 8:12 PM to interview a potential candidate for part-time employment. Break ended at 8:25 PM.

Board of Supervisors called for Executive Session at 8:25 PM to discuss real estate issues.

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Executive Session ended at 9:15 PM and the meeting resumed.

- Casino Meeting: Caernarvon Township is hosting a meeting regarding the proposed casino on March 4 at 4 PM. Mr. Elston will attend on behalf of West Nantmeal Township.
- Permit Fee Schedule: Proposed schedule review is tabled until the March 11, 2019 meeting.

OTHER BUSINESS: None

BILLS: The bills to be paid this evening were reviewed.

Motion: Mr. Beam made the motion to pay the bills and was seconded by Mr. Daniel. Motion carried 3-0.

General Fund

\$43,331.96

The Board of Supervisors went into Executive Session at 9:55 PM and resumed the meeting at 10:30 PM.

ADJOURNMENT: With no further business to discuss, adjournment took place at 9:35 P.M. with Mr. Elston making the motion to adjourn and seconded by Mr. Daniel. Motion carried 3-0

Respectfully submitted,

Deborah M. Kolpak, Secretary

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