

## **Board of Supervisors Meeting** **February 12, 2024**

**Opening:** Chairman Elston opened the regular scheduled meeting on Monday, February 12, 2024, at 7:00 P.M. at the West Nantmeal Township Building.

**Roll call** was taken, and present were supervisors: Gary C. Elston, Nelson R. Beam, Frank V. Daniel, Jr, Craig Kologie, Zoning Officer, and Kristin Camp, Solicitor.

**Public Comment:** Chairman Elston called for public comment on tonight's agenda which was available at the meeting and posted on the Township Building and website; No public comment was received.

### **Minutes:**

**Motion:** Mr. Beam made the motion to approve the January 2, 2024, meeting minutes and Mr. Daniel made the second. Motion carried 3-0.

### **Treasurer's Report:**

The Treasurer's Report stands approved until further audit. Balances were as follows:

- **Operating Accounts:**

Victory Bank General Fund- Money Market @ 5.36%	930,709.97
Victory Bank General Fund- Checking @ 4.89%	<u>1,820.30</u>
Total Operating Funds:	\$932,530.27
  
- **Designated Accounts:**

Victory Bank – ARP Funds @ 5.36%	161,007.87
Victory Bank - State Fund @ 5.36%	609.39
Victory Bank – Community Day @ 5.36%	2,364.30
Victory Bank – Community Day Donations @ 5.36%	3,774.42
Victory CD 2 – Truck Fund –matures 2/22/24 @5.0%	127,268.61
Trumark CD - Elverson-Honey Brook EMS –matures 12/29/24 @ 5.25%	34,823.39
Trumark CD - Twin Valley FD –matures 10/1/24 @ 5.25%	34,828.06
Trumark - Savings - @ .02%	6.21
PLGIT Term CD 5- WNT Emergency Fund –matures 7/17/24@5.89%	144,970.31
PLGIT - FIRE/EMS - Prime MM @ 5.53%	2,799.44
PLGIT - Act 209 - Prime MM @ 5.53%	2,152.48
PLGIT General Fund - Prime @ 5.16%	864.51
PLGIT Recreation - MM @ 5.53%	<u>10,968.43</u>
Total Designated Funds:	\$ 526,437.42
  
- **Investment Accounts:**

PLGIT CD 1 Term @ 5.69% matures 8/16/24	211,461.95
PLGIT CD 2 Term @5.87% matures 6/20/24	129,783.25
PLGIT CD 3 Prime @ 5.53%	471.01
PLGIT CD 3 Term @ 5.51% matures 8/30/24	137,981.49
PLGIT CD 4 @ 5.77% matures 8/8/24	210,388.14
PLGIT CD Term @ 5.66% matures 3/1/24	210,564.10
PLGIT CD Term @ 5.87% matures 7/15/24	173,727.09
Trumark CD 1 @ 5.3% matures 6/4/24	104,207.35

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Trumark CD 2 @ 5.3% matures 6/4/24	208,734.69
Trumark CD 4 @ 4.65 % matures 9/18/24	104,465.06
Trumark CD 3 @ 5.3% matures 6/17/2024	102,667.17
1 <sup>st</sup> Resource CD 1 @5.25% matures 1/10/25	200,000.00
1 <sup>st</sup> Resource Truck Fund CD @ 5.25% matures 1/10/25	50,000.00
Victory Bank-Investment MM @ 5.36%	273,931.22
Victory Bank CD 3 @ 5.0% matures 2/22/24	<u>127,268.61</u>
Total Investment Funds:	\$2,245,651.13

- **Escrow Accounts:** \$ 24,973.51
- **Total Funds under management:** \$ 3,729,592.33

#### **AUDIENCE:**

- Sean O'Donnell, Hammell-O'Donnell Business Park -Discussed new plan for the Business Park. MPDES process has begun, and Ms. Camp stated the need for an updated traffic study. Preliminary approval was granted in 2019 for 14 lots and the new plan is reduced to 11 lots.

**Motion:** Mr. Daniel made a motion to extend the 14-lot plan until December 31, 2024 and was seconded by Mr. Beam. Motion carried 3-0.

**Motion:** Mr. Daniel made a motion to extend the 11-lot plan until December 31, 2024 and was seconded by Mr. Daniel. Motion carried 3-0.

#### **Engineering:**

- **Yoder Road culvert** – requests for temporary and permanent construction easements have been requested from the adjacent properties. Scott Hunter expressed concerns regarding how his property will be affected by the culvert work. Mr. Kologie will schedule a meeting at the site.
- **2024 Road projects** – Reviewed seven roads that identified for maintenance and costs with and without a leveling course. Mr. Kologie also noted that several inlets need to be repaired.

**Motion:** Mr. Beam made a motion to authorize the advertisement for bids for road repairs for Heathrow Drive, Church Road, Coventry cove, Adams Road, Huntsfield Drive, Stetson Drive, and Township Park entrance without the leveling course at a cost of approximately \$138,247.37 and was seconded by Mr. Daniel. Motion carried 3-0.

- **Comprehensive Plan** – Mr. Kologie will put together a work schedule and have a proposal for the March meeting.
- **Bollinger Road Park Expansion** – Mr. Kologie provided cost estimate of \$868,353.02 for proposed project not including design and contingency expenses.

#### **Zoning Report:**

- Violation letters have been issued. Goodfellow's Garage was advised of 30-day time frame to clean up excess vehicles on property.
- St Mary's of Providence – residents have expressed safety concerns. Ms. Camp suggested a letter to St. Mary's regarding safety issues. Barclay Hargreaves will plan a visit and coordinate with Mr. Kologie.

#### **Solicitor's Report:**

1. 2416 Chestnut Tree Rd Zoning Hearing application – reviewed application. Ms. Camp will request applicant to attend both Planning Commission and Board of Supervisor’s meetings to provide further information.
2. 165 Reeder Road Zoning Hearing application – reviewed and discussed application. Ms. Camp will address at the March meeting after the Planning Commission review.
3. Updated Property Maintenance ordinance will be advertised and adopted at the April meeting.
4. Reviewed Traffic Planning and Design report on projected Chestnut Tree Road, Honey Brook Township development and the potential effect on West Nantmeal Township along with concerns that the sewer authority will be impacted.

**Planning Commission:**

- Fidelity Contracting – reviewed and accepted the current plan.
- Ford-Rigg Subdivision – reviewed and discussed plan to divide the present parcel into two lots.
- Hammell-O’Donnell Business Park – Reviewed plan changes including stormwater and traffic study.
- Bollinger Road Parking Lot Expansion – Viewed sketch plan with proposed increase in parking, additional pavilion and pickleball courts.

**Roads:**

- Preparations for the upcoming snow event are underway.

**Parks and Recreation:**

1. Set a calendar for 2024 events including May 4 – Community Yard Sale (rain date May 18), Movie in the Park – June 14 (rain date June 28, Community Day – September 28, and Christmas Tree Lighting – December 6.
2. Bollinger Road parking – Discussed plan and will ask for community involvement.
3. Student member- Board of Supervisors agreed to accept proposed student member of the committee.

**Historic:** No report

**EMS:**

- Mr. Hargreaves will meet with Fire Chiefs from Twin Valley and Glenmoore Fire Departments regarding adding the pipeline annex to our Emergency Operations Plan.

**OLD BUSINESS:**

1. Resolution 2024-1 –2024 establishment of fees was approved on January 2, 2024 and signed at this meeting.
2. Hammell-O’Donnell Business Park – plan reviewed by Sean O-Donnell during audience.

**NEW BUSINESS:**

3. Fairview Road Subdivision - request for 90-day extension.  
**Motion:** Mr. Beam made a motion to approve a 90-day extension of the Fairview Road Subdivision until May 13, 2024 and was seconded by Mr. Daniel. Motion carried 3-0.
4. Ford-Rigg Subdivision- requested a 90-day extension.  
**Motion:** Mr. Beam made a motion to approve a 90-day extension of the Ford-Rigg Subdivision Plan until May 13, 2024 and was seconded by Mr. Daniel. Motion carried 3-0.
5. Ordinance 1-2024 - Short-term rental ordinance will be reviewed by the Planning Commission at the February meeting and adopted in April. This is an amendment to current zoning regulations.

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6. Chestnut Tree Road Planned Development – reviewed under solicitor’s report.
7. Twin Valley Fire Department 2024 contract –Reviewed and discussed contract.  
**Motion:** Mr. Beam made a motion to approve and sign the 2024 Twin Valley Fire Department contract with a designated appropriation of \$30,174.00 and was seconded by Mr. Daniel. motion carried 3-0.
8. Resolution 2024-2 Designating Emergency Service Providers-Barclay Hargreaves explained that this needs to be reviewed and approved annually for Chester County.  
**Motion:** Mr. Beam made a motion to approve and sign Resolution 2024-2 stating the designated emergency service providers for West Nantmeal Township and was seconded by Mr. Daniel. Motion carried 3-0.
9. Resolution 2024-3 Fidelity Contracting Land Development Plan – Glen E. Kelczewski, Bercek & Associates, was in attendance to discuss the plan which was recommended for approval by the Planning Commission.  
**Motion:** Mr. Beam made a motion to approve Resolution 2024-3 granting Preliminary/Final approval of the Fidelity Contracting Subdivision and Land Development Plan and was seconded by Mr. Daniel. Motion carried 3-0.
10. 2024 Road Repairs – discussed and approved under Engineering report.
11. Chester County 250 – tabled.
12. Costars 2024-25 Salt Contract – will request 100 tons for 2024-25.
13. Zoning Hearing Board - regretfully accepted the Shawn Blickley’s resignation as he has moved out of the Township. Mark Cummins attended the meeting to accept the nomination.  
**Motion:** Mr. Beam made a motion to appoint Mark Cummins to the Zoning Hearing Board with Clark Gaynor and Nicholas McDermott as alternates and was seconded by Mr. Daniel. Motion carried 3-0.
14. Evolution Payroll Service- due to continued conflicts with the current program and associated costs.  
**Motion:** Mr. Beam made a motion to approve Evolution Payroll Service and was seconded by Mr. Daniel. Motion carried 3-0.
15. Job Descriptions for working supervisors – reviewed and discussed for presentation to auditors.  
**Motion:** Mr. Beam made a motion to approve the job descriptions for Road Master and Community Day Director as written and was seconded by Mr. Daniel. Motion carried 3-0.

**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

\$59,833.82

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

Respectfully submitted,

Deborah M. Kolpak, Secretary

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