

Board of Supervisors Meeting
May 14, 2018

Roll call was taken and present were supervisors Gary C. Elston, Nelson R. Beam, and Frank V. Daniel, Jr. Others present were Danielle Stoltzfus, Building Code Official, Bryan Kulakowsky, Engineer, Kimberly Venzie, standing in for Kristin Camp, Solicitor, 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 April 9, 2018 meeting minutes as written 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:

• <u>Operating Accounts:</u>	
General Fund- Victory Bank Money Market @ 1.56%	739,057.24
General Fund-Victory Bank Checking @ .75%	<u>7,085.80</u>
Total Operating Funds:	\$ 746,143.04
• <u>Designated Accounts:</u>	
FIRE/EMS - PLGIT Prime MM @ 1.57%	18,383.72
FIRE/EMS - PLGIT Checking @ 1.24%	1,903.75
State Fund – Victory Bank @ 1.56%	94,770.49
Act 209 - PLGIT Prime MM @ 1.57%	1,911.89
Glenmoore Fire Co – Trumark CD @ 1.292% - matures 10/30/18	40,520.78
Elverson-Honey Brook EMS – Trumark CD @ 1.292% - matures 10/30/18	31,578.51
Twin Valley FD – Trumark CD @ 1.292% - matures 10/30/18	31,578.51
West Nantmeal Truck – Trumark CD @ 1.292% - matures 10/30/18	49,619.89
WNT Emergency Fund - PLGIT CD@ 1.65% - matures 10/2/18	131,122.59
Savings -Trumark @ .20%	5.00
Regular - PLGIT MM@ 1.57%	546.62
Recreation - PLGIT MM @ 1.24%	<u>289.45</u>
Total Designated Funds:	\$ 402,231.20
• <u>Investment Accounts:</u>	
CD - PLGIT CD @ 1.65% - matures 4/9/19	244,000.00
MM - PLGIT Prime @ 1.27%	7,317.56
CD - PLGIT CD @ 1.65% - matures 10/11/18	245,000.00
MM - PLGIT Prime MM @ 1.27%	4,669.22
CD - PLGIT CD @ 1.65% - matures 10/11/18	490,000.00
MM - PLGIT Prime MM @ 1.27%	9,338.40
CD - First Resource Bank @ 1.094% - matures 3/10/19	246,044.54
CD - First Resource Cedars CD @ 1% - matures 3/7/19	62,098.01

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Clearing - First Resource Bank	<u>1.98</u>
Total Investment Funds:	\$1,308,469.71
• <u>Escrow Accounts:</u>	\$ 8,303.69
• <u>Total Funds under management:</u>	\$ 2,465,147.64

AUDIENCE:

- Susan Ward gave a report for the Historic Commission.

REPORTS:

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

- 101 Hedge Rd: The final draft of the plans are with Cedarville for review.
- Cupola Industrial Park: Construction begins June 4.
- Bollinger Rd. Bridge: Repair specifications sent to 3 potential bidders with one bid received from Fidelity for \$24,900.00. May need to place on Pennbid.
- 2018 Road bids: Bids from new advertisement will be opened at 10:00 AM on May 14 and awarded at an advertised special meeting of the Board of Supervisors at 7:00 PM on May 21, 2018.

Zoning Report: Ms. Stoltzfus gave the monthly report and it will be on file in the township office.

- Enforcement letters: Will be sent to 344 N Manor Rd, and 1847 Little Conestoga Rds.
- 265 Lammey Road: District Court issued an order for a lockout (order of possession) on May 10.
- 106 New Rd: Demolition and restoration was approved by the Zoning Hearing Board.

Solicitor's Report:

- Property Maintenance Code needs to be addressed. Ms. Venzie will send the newest revision to the Board of Supervisors.
- DigEntGrp: Ms. Venzie will contact Mr. Kerr as to his intentions as the 90 day extension expires on June 11, 2018.
- ECHO Housing: Ms. Venzie will send a sample ordinance regarding Elder Cottage Housing Opportunity (ECHO).

Planning Commission:

- 106 New Road: Discussed project with applicant with the intent to simplify the process.
- Brick Lane: Esther Prosser attended meeting to discuss potential use for this property.

Roads:

- Road mower needed new blades. Mr. Beam will contact Stephenson Equipment regarding additional employee training for new mower.
- Reeder and Bollinger Roads need additional modified stone along the area that was repaved.
- Street sweeping will done for Farm Lane, Stetson Drive, Pond View Drive, Heathrow Drive, Green Hollow Road and Rose Point Road cul-de-sacs.
- Robert Sautner submitted his resignation effective May 31, 2018. The Board of Supervisors thanked him for his 9 years of service to West Nantmeal Township.

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Parks and Recreation:

- Softball fields have been groomed with the assistance of Matt Levan.
- New benches have been ordered. Installation will be addressed.
- Community Day meeting on May 10 was productive. Sub-areas have been identified and suggestions for improvements will be implemented. Possible attractions are Model T car show and light musical entertainment. Budget will be \$3,000.00 and small ponies are approved with the vendor providing liability insurance.

Historic:

- Chester County Town Tour will be held on June 28, 2018 from 5 – 7 PM. Tour will begin and end at Wyebrook Farm with the focus on Industry and Innovation in West Nantmeal Township.

EMS:

- Safe Schools Project: working with Twin Valley School District on their Emergency Operations Plan (EOP).
- St Mary's of Providence: Emergency Operations Plan (EOP) is being developed.

NEW BUSINESS:

- Shawn Blickley was present to be appointed as a member of the zoning hearing board.
Motion: Mr. Elston made the motion to appoint Shawn Blickley as a member of the zoning hearing board and was seconded by Mr. Beam. Motion carried 3-0.
- Township website is in the process of being updated by BB Design.
- Norman Coulter has submitted his resignation from the Zoning Hearing Board.
Motion: Mr. Beam made the motion to accept Norman Coulter's resignation and was seconded by Mr. Daniel. Motion carried 3-0. A thank you letter will be sent.
- Employee Manual: Mr. Daniel went through the proposed changes and will submit them to Ms. Venzie for review. New manual will be presented for approval at the June 11, 2018 meeting.
- Western Chester County Regional Uniform Construction Code Appeals Board (WCCRUCAB) Resolution 2-2018 to allow City of Coatesville to participate.

Motion: Mr. Beam made the resolution to allow City of Coatesville to participate in the WCCRUCAB 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. Elston made the motion to pay the bills and was seconded by Mr. Beam. Motion carried 3-0

General Fund	\$39,364.43
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ADJOURNMENT: With no further business to discuss, adjournment took place at 9:32 P.M. with Mr. Daniel making the motion to adjourn and seconded by Mr. Beam. Motion carried 3-0

Respectfully submitted,

Deborah M. Kolpak, Secretary
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