

Board of Supervisors Meeting **November 13, 2023**

Opening: Chairman Elston opened the regular scheduled meeting on Monday, November 13, 2023, at 7:01 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 Kimberly Venzie, 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 October 9, 2023, 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:

• <u>Operating Accounts:</u>	
Victory Bank General Fund- Money Market @ 5.36%	849,922.72
Victory Bank General Fund- Checking @ 4.89%	<u>14,689.33</u>
Total Operating Funds:	\$864,612.05
• <u>Designated Accounts:</u>	
Victory Bank – ARP Funds @ 5.36%	158,902.27
Victory Bank - State Fund @ 5.36%	93,070.66
Victory Bank – Community Day @ 5.36%	2,333.38
Victory CD 2 – Truck Fund –matures 2/22/24 @5.0%	127,268.61
Trumark CD - Elverson-Honey Brook EMS –matures 1/7/24 @ 2.96%	34,561.18
Trumark CD - Twin Valley FD –matures 12/30/23 @ 2.96%	34,551.58
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 @ 5.51%	1,384.33
PLGIT - Act 209 - Prime MM @ 5.51%	2,122.72
PLGIT General Fund - Prime @ 5.51%	590.16
PLGIT Recreation - MM @ 5.51%	<u>10,816.80</u>
Total Designated Funds:	\$ 610,578.21
• <u>Investment Accounts:</u>	
PLGIT CD 1 Term @ 5.33% matures 11/15/23	205,958.13
PLGIT CD 2 Term @5.87% matures 6/20/24	129,783.25
PLGIT CD 3 Prime @ 5.51%	327.71
PLGIT CD 3 Term @ 5.37% matures 12/1/23	132,634.75
PLGIT CD 4 @ 4.98% matures 10/31/23	210,388.14
PLGIT CD Term @ 5.66% matures 3/1/24	210,564.10
PLGIT CD Term @ 5.89% matures 7/17/24	173,727.09
Trumark CD 1 @ 5.3% matures 6/4/24	102,859.81
Trumark CD 2 @ 5.3% matures 6/4/24	206,035.49

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Trumark CD 4 @ 4.65 % matures 9/18/24	103,250.16
Trumark CD 3 @ 5.3% matures 6/17/2024	101,339.55
1 st Resource CD 1 @5.25% matures 1/10/25	200,000.00
1 st Resource Truck Fund CD @ 5.25% matures 1/10/25	50,000.00
Victory Bank-Investment MM @ 5.36%	270,348.85
Victory Bank CD 3 @ 5.0% matures 2/22/24	<u>127,268.61</u>
Total Investment Funds:	\$2,224,486.64

- **Escrow Accounts:** \$ 21,647.92
- **Total Funds under management:** \$ 3,721,324.82

AUDIENCE:

- Luke Stoltzfus – requesting signatures on previously approved Land Development and Stormwater Plans for 626 Bulltown Road. Mr. Stoltzfus will take the documents to Chester County to be recorded.
- Vernon and Brendon Weaver – discussed plan to subdivide West Nantmeal parcel 23-3-35 and East Nantmeal parcels 24-3-23 and 24-3-25.1 to create a new farm of 20-25 acres. Additional property will be allocated from 23-5-14. Mr. Kologie advised that this would be a lot line change and would also need to be approved by East Nantmeal Township.

Engineering:

- Pumpkin Hill Road paving has been completed and Change Order 1 from Construction Masters Services, LLC was presented.
Motion: Mr. Beam made a motion to approve Construction Masters Services, LLC Change Order 1 for a reduction of \$3840.37 in the proposed cost of repairing Pumpkin Hill Road. The original amount was \$101,333.90, and the new total is \$97,493.53. The motion was seconded by Mr. Daniel. Motion carried 3-0.
- Mr. Elston asked Mr. Kologie to develop an informational packet on zoning and permit requirements for new residents.
- Township was approved for a Chester County VPP Grant not to exceed \$30,000.00 to assist with updating the West Nantmeal Township Comprehensive Plan
- Yoder Road culvert – temporary and permanent construction easements are needed for adjacent properties. Mr. Kologie will send plans and drawings for review.

Zoning Report:

- 247 Lippitt Road will be cited in District Court for having a kennel in violation of the zoning ordinance.
- 688 N Manor Road – violation letters have been issued.

Solicitor's Report: None

Planning Commission: No meeting in October

Roads:

- Road maintenance is continuing. Mike Van Scoyk will install the plow on the dump truck.
- Mr. Beam will coordinate a date for the review of the Township roads to determine 2024 repairs.

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Parks and Recreation:

- Community Day – letters were sent to donors and a new account was opened for the donations.
- Tree Lighting- December 3 from 3:30-5. Fire engines with Santa, cookies, children’s craft, and Tabathe Wallace will provide a hot chocolate bar.

Historic: No report

EMS: No report

OLD BUSINESS:

1. Short term rentals/Property Maintenance Code –tabled until the January meeting.
2. Bollinger Road parking expansion – discussed an additional 50 parking spaces. Mr. Kologie advised that the DCNR grant application period opens in January and is a 50% matching grant.
3. Walking trail extension– work is completed, and the trail has been used daily. Benches will be ordered for placement in Spring, 2024.
4. CCATO Fall Conference – No one attended this year.
5. 2024 Budget review – reviewed and adjusted. Ms. Kolpak will send a new draft to the Board and advertise the budget.

Motion: Mr. Elston made a motion to advertise the 2023 budget and was seconded by Mr. Beam. Motion carried 3-0.

NEW BUSINESS:

6. Vernon Weaver Subdivision- discussed during audience.
7. Jason Haenn, Twin Valley Youth Soccer - requested a location for the placement of a new shed near the Bollinger Road parking lot which the soccer organization will purchase and maintain. Mr. Elston will look for an agreeable site.
8. DigEntGrp, LLC – requested a 12-month extension of their subdivision plan.
Motion: Mr. Beam made the motion to approve a 12-month extension to the DigEnt Grp, LLC subdivision plan which will expire on December 9, 2024 and was seconded by Mr. Daniel. Motion carried 3-0.
9. Hammell-O’Donnell Business Park – requested a 6-month extension for their plan review.
Motion: Mr. Beam made a motion to approve a 6-month extension for the Hammell-O’Donnell Business Park plan review which will expire on May 13, 2024 and was seconded by Mr. Daniel. Motion carried 3-0.
10. Solar Power Ordinance- will be sent to the Planning Commission for comments.
11. Animal Control Contract– reviewed the new contract for BVSPCA and for Safety Net Sanctuary. References will be checked, and a decision will be made at the December meeting.
12. Pay Request 1 from CMS – necessary paperwork from CMS for the road repairs was not provided. This will be paid at the December meeting.
13. Bergey Truck and Kutz Inc proposals – reviewed and signed the proposals for the purchase of a new dump truck.
14. 1st Resource and Victory Bank Account Agreements – signed necessary paperwork for accounts that were approved and opened in October.

OTHER BUSINESS: None

BILLS: The bills to be paid this evening were reviewed. Voided checks (3566, 3567, 3569, 3572, 3573, 3580) were noted in the report.

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

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General Fund

\$34,420.07

ADJOURNMENT: With no further business to discuss, adjournment took place at 9:38 P.M. with Mr. Beam making the motion to adjourn and seconded by Mr. Elston. Motion carried 3-0.

Respectfully submitted,

Deborah M. Kolpak, Secretary

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