

**Board of Supervisors Meeting**  
**December 11, 2023**

**Opening:** Chairman Elston opened the regular scheduled meeting on Monday, December 11, 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 November 13, 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:

- **Operating Accounts:**

Victory Bank General Fund- Money Market @ 5.36%	899,184.18
Victory Bank General Fund- Checking @ 4.89%	<u>14,115.05</u>
Total Operating Funds:	\$913,299.23
  
- **Designated Accounts:**

Victory Bank – ARP Funds @ 5.36%	159,585.84
Victory Bank - State Fund @ 5.36%	93,471.03
Victory Bank – Community Day @ 5.36%	2,343.42
Victory Bank – Community Day Donations @ 5.36%	3,741.08
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 @ 5.54%	1,544.76
PLGIT - Act 209 - Prime MM @ 5.54%	2,132.39
PLGIT General Fund - Prime @ 5.54%	647.50
PLGIT General Fund -Class @ 5.18%	178.91
PLGIT CD 1 Class @ 5.18%	30.06
PLGIT Recreation - MM @ 5.51%	<u>10,866.09</u>
Total Designated Funds:	\$ 615,898.97
  
- **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 @ 5.54%	330.21
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

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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
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 <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%	271,511.84
Victory Bank CD 3 @ 5.0% matures 2/22/24	<u>127,268.61</u>
Total Investment Funds:	\$2,231,154.95

- **Escrow Accounts:** \$ 21,746.55
- **Total Funds under management:** \$ 3,782,099.70

**AUDIENCE:** None

**Engineering:**

- Yoder Road culvert – temporary and permanent construction easements are needed for adjacent properties and will go to bid in February or March for Summer, 2024 installation.
- Fidelity Contracting plan will be reviewed at the next Planning Commission meeting.
- 11 Fairview Road – new plan submitted reducing the number of lots from 18 to 7.
- Hammell-O’Donnell Business Park – sketch plan for one lot was submitted and will be held until the whole plan is approved.

**Zoning Report:**

- Reviewed correspondence from a resident regarding zoning reviews.
- 277 Killian Road – damaged and inoperable vehicles are in the front yard. Notice will be sent to the property owner.
- 3020 Creek Road – question on work being performed before permits are issued. Mr. Kologie stated that issues regarding zoning and stormwater management are under review.
- Goodfellow Road – many vehicles parked on the road which will impede snow removal. Ms. Venzie will review zoning for placement of “No Parking” signs along road.
- Mr. Elston asked for weekly inspections of the Township for zoning violations.

**Solicitor’s Report:**

- Reviewing ordinance regarding acreage for horses. Guidance is expected from the court on cases in other municipalities.
- Short-term rentals and Property Maintenance will be reviewed in February.

**Planning Commission:**

- Reviewed the amended plan for 11 Fairview Road.
- Discussed a commercial Solar Ordinance.
- Mr. Elston requested that the Planning Commission discuss short-term rentals at the next meeting.
- Updating the Township Comprehensive Plan will begin in Spring, 2024. This will include the scope of work, new land uses, and change in demographics.

**Roads:**

1. Line painting quotes will be requested for Pumpkin Hill Road.

**Parks and Recreation:**

2. Tree Lighting was held on December 3 from 3:30-5. Fire engines with Santa, cookies, children's craft, and a hot chocolate bar was provided by Tabathe Wallace.
3. Bollinger Road parking – Mr. Daniel asked that the proposed parking spaces be expanded to an additional 50 spaces. Mr. Kologie advised that the next grant round opens in January with a maximum award of \$250,000.

**Historic:** No report**EMS:** No report**OLD BUSINESS:**

1. Animal control – reviewed the proposed BVSPCA and Safety Net Sanctuary 2024 contracts. Ms. Venzie will review the Safety Net Sanctuary contract and give recommendations.
2. 2024 Budget review – reviewed the draft budget and it will be approved at the December 27 meeting.

**NEW BUSINESS:**

3. Fidelity Contracting- requested a 90-day extension for their Land Development Plan.  
**Motion:** Mr. Beam made a motion to approve a 90-day extension of the Fidelity Contracting Land Development Plan and was seconded by Mr. Daniel. Motion carried 3-0.
4. CMS Pay Request #1 - requested payment of \$97,493.53 for Pumpkin Hill Road repairs.  
**Motion:** Mr. Beam made a motion for conditional approval, pending receipt of required documents, of payment of \$97,493.53 to CMS for the Pumpkin Hill Road repairs and was seconded by Mr. Daniel. Motion carried 3-0.
5. Road evaluation –The following roads were identified for tar and chip repair: Heathrow Drive, Church Road, Coventry Cove, Adams Road, Huntsfield Drive, Stetson Drive, and the entrance to the Township Park. Bid documents are requested for March advertising.
6. Auditor candidate – received notification from Chester County voter services that Linda Dierksheide was certified. If Ms. Dierksheide declines the nomination, four nominated candidates will be asked to consider the position.

**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	\$62,147.34
State Fund	\$93,000.00

**ADJOURNMENT:** With no further business to discuss, adjournment took place at 9:00 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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