

**East Nantmeal Township  
Board of Supervisors  
Regular Meeting AGENDA  
February 8, 2023**

**Call to Order**

**Pledge of Allegiance**

**Minutes**

1. January 3, 2023 Organization Meeting
2. January 3, 2023 Regular Meeting

**Treasurer's Report**

**Building Inspector's Report/Zoning Issues**

**Committee Reports**

**Public Meeting Announcements**

1. Planning Commission – February 9, 2023 @ 7:30 p.m.
2. Historical Commission – February 21, 2023 @ 7:00 p.m.
3. Environmental Advisory Council – February 27, 2023 @ 7:00 p.m.
4. Ordinance Review Committee – March 7, 2023 @ 7:00 p.m.
5. Board of Supervisors – March 8, 2023 @ 7:00 p.m.

**Subdivisions/Land Development in Review**

1. Applicant Michael & Deborah Burdy, 150 Creamery Road, Elverson, PA 19520, Final Subdivision Plan for a Lot Line Change – extended to March 13, 2023  
BOS meeting to act March 8, 2023
2. Applicant Moose Meadows Properties, LLC for Twin Ponds Farm, 304 Templin Road, Preliminary/Final Land Development Plan – extended to May 7, 2023  
BOS meeting to act April 12, 2023
3. Chester Springs Investments, 3121 Horseshoe Trail, Land Development Plan – extended to April 6, 2023  
BOS meeting to act March 8, 2023
4. AP Development Group, 245 Mansion Road, Minor Subdivision Plan – extended to April 10, 2023  
BOS meeting to act March 8, 2023

**Correspondence**

**Old Business**

**New Business**

**Public Comment**

**Payment of Bills**

**Adjournment**

**EAST NANTMEAL TOWNSHIP  
BOARD OF SUPERVISORS ORGANIZATION MEETING MINUTES  
January 3, 2023**

**Board of Supervisors**

Edward P. Loomis, Jr.  
David L. Frame  
Tyler E. Wren, absent

Susan Rutherford, Secretary/Treasurer  
Thomas Oeste, Township Solicitor

The Organization Meeting of the East Nantmeal Township Board of Supervisors was called to order by Edward Loomis on Tuesday, January 3, 2023 at 7:05 p.m.

The Pledge of Allegiance was led by Edward Loomis.

Motion by David Frame to appoint Edward Loomis as temporary Chairman, second by Edward Loomis.

Motion by Edward Loomis to appoint Susan Rutherford as temporary Secretary, second by David Frame.

Motion by Edward Loomis to appoint David Frame as Chairman, second by David Frame.

Motion by Edward Loomis to appoint Tyler Wren as Vice Chairman, second by David Frame.

Motion by Edward Loomis to appoint Susan Rutherford Secretary/Treasurer at an annual salary of \$69,747, second by David Frame.

Motion by David Frame to establish the Treasurer's Bond in the amount of \$1,500,000, second by Edward Loomis.

Motion by David Frame, second by Edward Loomis, to appoint the following:

- Township Solicitor - Thomas Oeste of Buckley, Brion, McGuire & Morris
- Township Engineer – Edgar R. Latshaw of LTL Consultants
- Zoning Officer – Matthew Hoffert of LTL Consultants
- Building Inspector – Matthew Hoffert of LTL Consultants
- Land Planner – Wayne Grafton of The Grafton Association
- Zoning Hearing Board/Board of Administrative Appeals Solicitor – Amanda Sundquist of Unruh, Turner, Burke & Frees

Motion by David Frame, second by Edward Loomis, to appoint Edward Loomis as Roadmaster at an hourly rate set by the Auditors.

Motion by David Frame, second by Edward Loomis, to appoint the following employees to perform work as required by the Township: John Kraljevich, Harry Pfahler, Richard Shreiner, Arthur Faddis, John Mackey, Jr., Parker Loomis, David Frame Jr., Kevin Trynyszewski, Larry Heilner as Maintenance Superintendent, and David L. Frame (auditors to set the rate).

Motion by David Frame, second by Edward Loomis, that the Roadmaster and Maintenance Superintendent be allowed to spend up to \$500.00 for emergency purposes.

Motion by David Frame, second by Edward Loomis, that if the Roadmaster is not available, any one of the Supervisors shall be allowed to act in their capacity.

Motion by David Frame, second by Edward Loomis, to appoint the following residents to fill vacancies and expired terms on boards/commissions:

- Zoning Hearing Board for a three-year term: Matthew Brewer (25)
- Board of Administrative Appeals for a three-year term: John Bachich (25)
- Planning Commission for a four-year term: Stanley Guest (26)
- Historical Commission for a three-year term: Ann Bedrick (25), Kristine Gordon-Watson (25)
- Environmental Advisory Council for a three-year term: Elizabeth Failor (25), Cassandra Shoup (25)
- Vacancy Board for a one-year term: Nancy Barclay (23)

Motion by Edward Loomis, second by David Frame, to appoint David Frame as a Voting Delegate at the State Convention.

Motion by David Frame, second by Edward Loomis, that the Supervisors and Secretary/Treasurer be members of County and State organizations for Township Officials.

Motion by David Frame, second by Edward Loomis, to establish the Real Estate tax rate of .5 mills according to the 2023 budget.

Motion by David Frame, second by Edward Loomis, that the real estate transfer tax, earned income, and open space tax be imposed in accordance with the terms of Ordinances Nos. 1986-1, 1986-2, 2003-3, 2010-2, and Resolution 2012-2.

Motion by David Frame, second by Edward Loomis, to appoint Berkheimer Associates to collect the Township's real estate tax in accordance with the terms of Resolution No. 1995-4 and to exonerate the Tax Collector from collecting interim real estate taxes less than One Dollar.

Motion by David Frame, second by Edward Loomis, to appoint Keystone Collections to collect the Township's earned and open space income taxes in accordance with the terms of Resolution No. 2010-8.

Motion by David Frame, second by Edward Loomis, that the 2023 mileage reimbursement rate shall be the rate as approved by the Internal Revenue Service for 2023 and any mileage reimbursed at a rate higher than the current IRS standard is classified as taxable income.

Motion by David Frame, second by Edward Loomis, to re-confirm Resolution No. 2019-1 establishing fire company, ambulance and police boundaries of East Nantmeal Township.

Motion by David Frame, second by Edward Loomis, to re-confirm Resolution No. 2007-2 establishing helicopter dispatch order for air medical helicopter.

Motion by David Frame, second by Edward Loomis, to select Truist Bank for General, Liquid Fuels, Open Space, Road, Payroll and ARPA funds; and, S&T Bank for special funds.

Motion by David Frame, second by Edward Loomis, to adopt Resolution 2023-01 authorizing payment of certain operating disbursements that may become due and payable prior to Board of Supervisors official review.

Motion by David Frame, second by Edward Loomis, to establish Board of Supervisor Regular Meetings to be held at the Township building, the second Wednesday of each month at 7:00 p.m., except January will be immediately following the Organization Meeting, and Board of Supervisor Work Session Meetings to be held at the Township building the fourth Wednesday of the month at 8:00 a.m., as needed.

Motion by David Frame, second by Edward Loomis, to establish Township holidays for year 2023:

February 20	Presidents Day
May 29	Memorial Day
July 4	Independence Day
September 4	Labor Day
November 13	Veterans Day observed
November 23	Thanksgiving Day
December 25	Christmas Day
January 1, 2024	New Year's Day

**Public Comment**

None

**Adjournment**

Motion by Edward Loomis, second by David Frame, to adjourn the meeting at 7:15 p.m.

Susan M. Rutherford,  
Secretary/Treasurer

**EAST NANTMEAL TOWNSHIP**  
**BOARD OF SUPERVISORS REGULAR MEETING MINUTES**  
**January 3, 2023**

**Board of Supervisors**

David L. Frame, Chairman  
Tyler E. Wren, Vice-Chairman, absent  
Edward P. Loomis, Jr., Member

Susan Rutherford, Secretary/Treasurer  
Thomas F. Oeste, Township Solicitor

**Call to Order**

Chairman Frame called the meeting to order at 7:15 p.m.

**Minutes**

Supervisor Loomis motioned to approve the Regular Meeting Minutes of December 14, 2022, second by Chairman Frame.

Chairman Frame motioned to approve the Special Meeting Minutes of December 21, 2022, second by Supervisor Loomis.

**Treasurer's Report**

Supervisor Loomis motioned to approve the Treasurer's Report, second by Chairman Frame.

**Building Inspector's Report/Zoning Issues**

No Building Inspector/Zoning Officer's Report was presented.

**Committee Reports**

Planning Commission

No report.

Historical Commission

The Historical Commission met December 20, 2022 and the approved minutes will be posted on the website. Chairwoman Maureen Noonan reported she left messages with the owners of 245 Mansion Road regarding potential salvageable items at the House Store, but has not heard back. Tree landscaping at the Nantmeal Friends Cemetery would not qualify for the PHMC's Keystone Preservation Construction Grant, however the Nantmeal Church is interested in the Grant.

Environmental Advisory Council (EAC)

No report.

Ordinance Review Committee

No report.

**Public Meeting Announcements**

1. Board of Auditors Annual Meeting – January 4, 2023 @ 7:00 p.m.
2. Planning Commission – January 12, 2023 @ 7:30 p.m.
3. Historical Commission – January 17, 2023 @ 7:00 p.m.
4. Environmental Advisory Council – January 23, 2023 @ 7:30 p.m.
5. Ordinance Review Committee – February 7, 2023 @ 7:00 p.m.
6. Board of Supervisors– February 8, 2023 @ 7:00 p.m.

### **Subdivisions/Land Development in Review**

1. Applicant Michael & Deborah Burdy, 150 Creamery Road, Elverson, PA 19520, Final Subdivision Plan for a Lot Line Change – BOS meeting to act March 8, 2023
2. Applicant Moose Meadows Properties, LLC for Twin Ponds Farm, 304 Templin Road, Preliminary/Final Land Development Plan – BOS meeting to act January 3, 2023  
Supervisor Loomis motioned to approve the request from DL Howell for an extension of the review and decision period 90 days to May 7, 2023, second by Chairman Frame.
3. Chester Springs Investments, 3121 Horseshoe Trail, Land Development Plan – BOS meeting to act March 8, 2023
7. AP Development Group, 245 Mansion Road, Minor Subdivision Plan – BOS meeting to act March 8, 2023

### **Correspondence**

None

### **Old Business**

None

### **New Business**

Motion by Supervisor Loomis, second by Chairman Frame, to authorize the Board, Secretary/Treasurer, maintenance employees, Planning Commission member and Solicitor to attend PSATS Annual Convention.

Motion by Supervisor Loomis, second by Chairman Frame, to authorize the Board, Secretary/Treasurer, and Solicitor to attend County Association's Spring and Fall Conventions.

Motion by Supervisor Loomis, second by Chairman Frame, to authorize the Secretary/Treasurer to attend PAMA and GFOA Conferences.

Motion by Supervisor Loomis, second by Chairman Frame, authorizing the township building to be used as a polling place for May 16 and November 7, 2023 elections.

### **Public Comment**

None

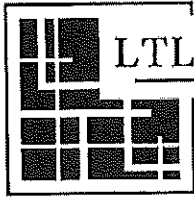
### **Payment of Bills**

Motion by Supervisor Loomis, second by Chairman Frame, to pay bills presented in the amount of \$9,358.12 from the General Fund.

### **Adjournment**

Motion by Supervisor Loomis, second by Chairman Frame, to adjourn the meeting at 7:25 p.m.

Susan M. Rutherford,  
Secretary/Treasurer



**LT L CONSULTANTS, LTD. • ENGINEERS & CODE OFFICIALS**

ONE TOWN CENTRE DRIVE  
PO BOX 241 • OLEY, PA 19547  
610.987.9290 • 1.888.987.8886

January 3, 2023

East Nantmeal Township  
3383 Conestoga Road  
Glenmoore, PA 19343

RE: Building and Zoning Report  
For the previous month

Dear Township Officials:

The following building and zoning activities have been conducted in East Nantmeal Township for the period from the previous month.

**PERMITS PROCESSED**

Permit #	Date Issued	Applicant	At (Location)	Type of Project
22-055ent	12/6/2022	Sundaresh Ganesan	25 Ludwigs Crossing Lane	Solar Panels
22-056ent	12/13/2022	David Strohm	102 James Mill Road	Addition

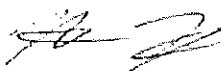
**BUILDING INSPECTIONS:**

Permit #	Applicant	At (Location)	Date of Inspection	Type of Inspection
22-016ent	Christopher Craig	23 Ludwigs Crossing Lane	12/1/2022	Rough Combo
22-042ent	Steve Noone	1147 Fairview Road	12/2/2022	Final
22-051ent	Dave and Lydia Williamson	109 Donomore Drive	12/5/2022	Footer
22-051ent	Dave and Lydia Williamson	109 Donomore Drive	12/5/2022	Footer
22-047ent	Leigh and Paul Schearitzer	651 Nantmeal Road	12/6/2022	Rough Plumbing
22-047ent	Leigh and Paul Schearitzer	651 Nantmeal Road	12/8/2022	Drywall
22-039ent	Ed Bacon	1953 Fairview Road	12/8/2022	Electric final and final

22-041ent	Varun Reddy	3917 Coventryville Road	12/9/2022	Electric final and final
22-021ent	Stoltzfus Enterprises	208 Privet Lane	12/15/2022	Rough Combo/HVAC
22-039ent	Ed Bacon	1953 Fairview Road	12/20/2022	Electric final and final
22-016ent	Christopher Craig	23 Ludwigs Crossing Lane	12/20/2022	Insulation
22-021ent	Stoltzfus Enterprises	208 Privet Lane	12/20/2022	Insulation
22-054ent	Janet Fenton	2001 Turnberry Circle	12/22/2022	Final
22-037ent	Anthony Lubrano	1610 Fairview Road	12/28/2022	Final

Should you have any questions, please give me a call at 610-987-9290.

Respectfully submitted,



Matthew Hoffert  
LTL Consultants, Ltd.  
East Nantmeal Township  
Code Enforcement Officer

cc: Ed Latshaw  
File: W:\East Nantmeal\monthly reports\2022\MONTH BLDG RPRT DECEMBER 122822.doc  
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