

**East Nantmeal Township**  
**Board of Supervisors**  
**Regular Meeting AGENDA**  
February 9, 2022 – 7:00 p.m.

**Call to Order**

**Minutes**

1. January 3, 2022 Organization Meeting
2. January 3, 2022 Regular Meeting

**Treasurer's Report**

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

**Committee Reports**

**Public Meeting Announcements:**

1. Planning Commission – February 10, 2022 @ 7:30 p.m.
2. Historical Commission – February 15, 2022 @ 7:00 p.m.
3. Presidents' Day Holiday – Township Office closed – February 21, 2022
4. Environmental Advisory Council – February 28, 2022 @ 7:30 p.m.
5. Ordinance Review Committee – March 1, 2022 @ 7:00 p.m.
6. Board of Supervisors – March 9, 2022 @ 7:00 p.m.

**Subdivisions/Land Development in Review**

1. Chester Springs Investments, 3121 Horseshoe Trail - Date to Act: April 13, 2022  
-Zoning Hearing Board hearing continued to March 24, 2022 @ 7:00 p.m.

**Correspondence**

**Old Business**

1. Motion to approve Vision Partnership Program Contract Addendum #1 *Historic Resources Survey* time extension.

**New Business**

1. Aguilar Conservation Easement

**Public Comment**

**Payment of Bills**

**Adjournment**

**January 3, 2022**

The East Nantmeal Township Board of Supervisors held their Annual Organization Meeting on the above date at the Township Building. The meeting was called to order at 7:00 p.m. followed by the Pledge of Allegiance.

Present were Supervisors Edward P. Loomis, Jr., David L. Frame, and Tyler E. Wren, as well as, Township Solicitor, Thomas F. Oeste, and Secretary/Treasurer, Susan M. Rutherford.

Motion by Loomis, seconded by Frame, to appoint Tyler Wren as temporary Chairman; all in favor.

Motion by Wren, seconded by Frame, to appoint Edward Loomis as temporary Secretary; all in favor.

Motion by Wren, seconded by Frame, to appoint Edward Loomis as Chairman of the Board.

Motion by Loomis, seconded by Wren, to appoint David Frame as Vice Chairman; all in favor.

Motion by Loomis, seconded by Frame, to appoint Susan Rutherford as Secretary/Treasurer; all in favor.

Motion by Loomis, seconded by Frame, to establish the Treasurer's Bond in the amount of \$800,000; all in favor.

Motion by Loomis, seconded by Frame to appoint the following:

Township Solicitor – Thomas Oeste of Buckley, Brion, McGuire & Morris  
Zoning Officer – Matthew Hoffert of LTL Consultants  
Township Engineer – Edgar R. Latshaw 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

All in favor.

Motion by Frame, seconded by Wren, to appoint Edward Loomis as Roadmaster at an hourly rate set by the Auditors; all in favor.

Motion by Loomis, seconded by Frame, 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 Trynieszewski, David Frame, and Larry Heilner as Maintenance Supervisor; all in favor.

Motion by Wren, seconded by Frame, that the roadmaster and maintenance superintendent be allowed to spend up to \$500.00 for emergency purposes.

Motion by Frame, seconded by Wren, that if the regular roadmaster is not available, any one of the Supervisors shall be allowed to act in his capacity; all in favor.

Motion by Frame, seconded by Loomis, to appoint the following residents to fill vacancies and expired terms on boards/committees:

Zoning Hearing Board for a three-year term – Bud Locilento (24) and Lyle W. Bliss (24)  
Board of Administrative Appeals for a three-year term – William Minahan (24)  
Planning Commission for a four-year term – Fred Minahan (25)  
Historical Commission for a three-year term – Mark Dzuban (24) and Gary Wills (24)  
Environmental Advisory Council for a three-year term – Christopher Giacomponello (24)  
Vacancy Board for a one-year term – Nancy Barclay (22)

All in favor.

Motion by Wren, seconded by Loomis, to appoint David Frame as the Voting Delegate at the State Convention; all in favor.

Motion by Wren, seconded by Frame, that the Supervisors and Secretary/Treasurer be members of County and State Organizations for Township Officials; all in favor.

Motion by Wren, seconded by Frame, to establish the Real Estate tax rate of .5 mills according to the 2022 budget; all in favor.

Motion by Wren, seconded by Frame, that the real estate transfer tax, earned income, and open space tax be imposed in accordance with the terms of Ordinance Nos. 1986-1, 1986-2, and 2003-3, 2010-2, and Resolution 2012-2; all in favor.

Motion by Loomis, seconded by Wren, to appoint Berkheimer Associates to collect the Township's real estate tax in accordance with the terms of Resolution 1995-4 and to exonerate the Tax Collector from collecting interim real estate taxes less than One Dollar; all in favor.

Motion by Frame, seconded by Wren, to appoint Keystone Collections to collect the Township's earned and open space income taxes in accordance with the terms of Resolution 2010-8; all in favor.

Motion by Frame, seconded by Wren, that the 2022 mileage rate will be increased to 58.5 cents per mile set by the Internal Revenue Service. Any mileage reimbursed at a rate higher than the current IRS standard is classified as taxable income; all in favor.

Motion by Wren, seconded by Frame, to re-confirm Resolution 2019-1, establishing the fire company, ambulance and police boundaries of East Nantmeal Township; all in favor.

Motion by Wren, seconded by Frame, to re-confirm Resolution 2007-2, establishing the helicopter dispatch order for air medical helicopter; all in favor.

Motion by Wren, seconded by Frame, to select Truist Bank (formerly BB&T) as the depository for General Funds, Liquid Fuels Funds, Open Space Funds, Road Fund, Payroll Fund, ARPA Fund; and S&T Bank for Special Funds. All in favor.

Motion by Wren, seconded by Frame, to hold the Board of Supervisors Regular Meetings on the second Wednesday of each month at 7:00 p.m., except January will be immediately following the Organization Meeting; and, Work Session meetings to be held the fourth Wednesday of the month at 8:00 a.m. as needed. All in favor.

Motion by Wren, seconded by Frame, to establish the 2022 Township office hours and holidays as follows:

Office Hours – Monday-Thursday, 8:00 a.m. – 4:00 p.m.

- Holidays –
- |                 |                           |
|-----------------|---------------------------|
| February 21     | Presidents Day            |
| May 30          | Memorial Day              |
| July 4          | Independence Day          |
| September 5     | Labor Day                 |
| November 11     | Veterans Day              |
| November 24     | Thanksgiving Day          |
| December 26     | Christmas Day (observed)  |
| January 2, 2023 | New Year’s Day (observed) |

All in favor.

**Public Comment**

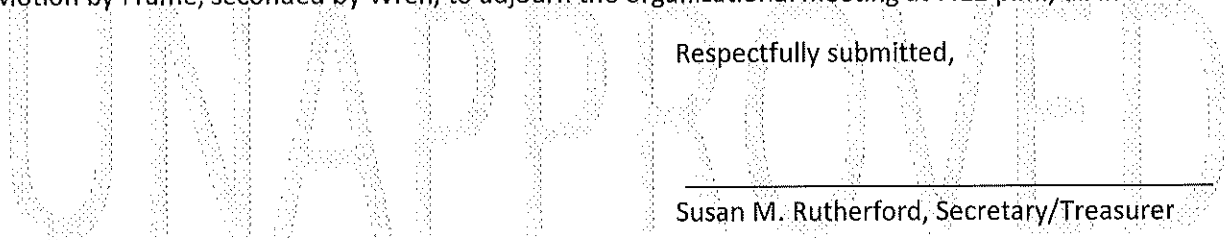
None

**Adjournment:**

Motion by Frame, seconded by Wren, to adjourn the organizational meeting at 7:12 p.m.; all in favor.

Respectfully submitted,

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Susan M. Rutherford, Secretary/Treasurer



## **January 3, 2022**

The East Nantmeal Township Board of Supervisors held their regular meeting on the above date at the Township Building. Present were Supervisors Edward P. Loomis, Jr., David L. Frame, and Tyler E. Wren, as well as, Township Solicitor, Thomas F. Oeste, and Secretary/Treasurer, Susan M. Rutherford.

### **Call to Order**

The meeting was called to order at 7:15 p.m. by Chairman Loomis.

### **Minutes**

Motion by Supervisor Frame, second by Supervisor Wren, to approve the minutes of the December 8, 2021 regular meeting; all in favor.

Motion by Supervisor Wren, second by Supervisor Frame, to approve the minutes of the December 21, 2021 special meeting; all in favor.

### **Treasurer's Report**

Motion by Supervisor Wren, second by Supervisor Frame, to approve the Treasurer's Report; all in favor.

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

Matt Hoffert, Zoning Officer and Building Inspector, was not present and did not present the Building Inspector and Zoning Officer's Report. However, a written report dated December 29, 2021 was submitted by Mr. Hoffert, which is on file in the Township office.

### **Historical Commission**

Kristine Gordon-Watson reported that the Historical Commission did not meet in December. Work continues on the Historic Resources Survey and the survey will be presented at the February 2022 Board of Supervisors meeting.

### **Planning Commission**

Diana Cormack, Chair, reported that Zac Arnold of Oz Associates attended their December 2021 meeting regarding 245 Mansion Road, and will present their plan to the Board of Supervisors in February. There is nothing currently on the agenda for the January 2022 meeting.

### **Environmental Advisory Council**

Diana Cormack reported that the group did not meet in December. Norma Strouse will be submitting her resignation so there will be two vacancies. The vacancies will be posted on the township website. The next meeting is January 10, 2022 at 7:00 p.m.

### **Ordinance Review Committee**

Supervisor Wren reported the committee met December 7, 2021 to continue to review and revise the Comprehensive Plan. Wayne Grafton will present the final document at the January 4, 2022 meeting by ZOOM.

### **Public Meeting Announcements**

1. Board of Auditors Organization Meeting – January 4, 2022 @ 7:00 p.m.
2. Ordinance Review Committee meeting – January 4, 2022 @ 7:00 p.m. by ZOOM
3. Environmental Advisory Council meeting – January 10, 2022 @ 7:30 p.m.
4. Planning Commission – January 13, 2022 @ 7:30 p.m.
5. Historical Commission meeting – January 18, 2022 @ 7:00 p.m.

6. Zoning Hearing Board hearing – January 31, 2022 @ 7:00 p.m.
7. Ordinance Review Committee meeting – February 1, 2022 @ 7:00 p.m.
8. Board of Supervisors regular meeting – February 9, 2022 @ 7:00 p.m.

**Subdivisions/Land Development in Review**

Chester Springs Investments, LLC – 3121 Horseshoe Trail – Date to Act April 13, 2022

**Correspondence**

None

**New Business**

Motion by Supervisor Frame, second by Supervisor Wren, to authorize the Board, Secretary/Treasurer, maintenance employees, Planning Commission member, and Solicitor to attend PSATS Annual Convention; all in favor.

Motion by Supervisor Wren, second by Supervisor Frame, to authorize the Board, Secretary/Treasurer, and Solicitor to attend County Association's Spring & Fall Conventions; all in favor.

Motion by Supervisor Wren, second by Supervisor Frame, to authorize the Secretary/Treasurer to attend PAMA Conference and GFOA Conference; all in favor.

Motion by Supervisor Wren, second by Supervisor Frame, to authorize the township building to be used as a polling place on May 17 and November 8, 2022; all in favor.

Guy Alma, Director of Development of The Camphill School

Guy reported they are developing a Master Plan and Land Development plan to present to the board in February or March 2022. At this time, they hope to renovate and expand the oldest building on the property, the Craft House, which is currently used for classrooms and activity workshops. There is not enough space currently and the planned expansion will add an additional 1,775 sq. ft. to the current 2,755 sq. ft. building. The building is currently not ADA compliant. Mr. Alma said he hoped that a Land Development Plan could be waived in order to begin the project this year. Chairman Loomis said they should present the plan in more detail to the Planning Commission.

**Public Comment**

None

**Payment of Bills**

Motion by Supervisor Frame, second by Supervisor Wren, to pay bills presented, in the amount of \$645.47, from the General Fund; all in favor.

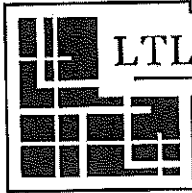
**Adjournment:**

Motion by Supervisor Frame, second by Supervisor Wren, to adjourn the meeting at 7:32 p.m.; all in favor.

Respectfully submitted,

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Susan M. Rutherford, Secretary/Treasurer



**LTL CONSULTANTS, LTD. • ENGINEERS & CODE OFFICIALS**

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

January 26, 2022

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
22-001ent	1/3/2022	Jacob Drumheller	1915 Fairview Road	Electrical
22-002ent	1/4/2022	Fisher & Son	1697 Pottstown Pike	Greenhouse
22-003ent	1/7/2022	French Creek Golf Club/Stoltzfus	4500 Conestoga Road	Renovation
22-004ent	1/13/2022	Martha Edwards	3111 Horseshoe Trail	Electrical
22-005ent	1/20/2022	Sundaresh Ganesan	25 Ludwigs Crossing Lane	Solar Panels

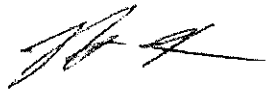
**BUILDING INSPECTIONS:**

Permit #	Applicant	At (Location)	Date of Inspection	Type of Inspection
20-049ent	Michael Dispenziere	540 Bulltown Road	1/3/2022	Firestop/ Insulation
20-045ent	Virginia Frost	18 Normandy Circle	1/4/2022	Insulation
20-049ent	Michael Dispenziere	540 Bulltown Road	1/7/2022	Drywall
20-045ent	Virginia Frost	18 Normandy Circle	1/10/2022	Drywall
21-005ent	Denise Fiel	101 Johns Road	1/14/2022	Final
20-033ent	Virginia Frost	18 Normandy Circle	1/21/2022	Final

20-043ent	William & Janet Cummings	31 Chanticleer Drive	1/21/2022	Rough Combo
21-026ent	Alexander Kupinski	4162 Conestoga Road	1/24/2022	Framing Final
22-003ent	French Creek Golf Club/Stoltzfus	4500 Conestoga Road	1/25/2022	Footer

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  
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