

**LOWER OXFORD TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
NOVEMBER 8, 2006**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, November 8, 2006.

The following were in Attendance: Vice Chairman Kenneth L. Hershey, Supervisor W. Ronald Kepler, Building Inspector John Jackson, Zoning Officer Debbie Kinney, Secretary/Treasurer Sara Laganelli, and twenty guests. Chairman Arthur Astle was absent.

CALL TO ORDER

Vice Chairman Kenneth Hershey called the meeting to order at 7:03 p.m.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Vice Chairman Kenneth Hershey led the Pledge of Allegiance to the flag and then asked for a moment of silence.

PUBLIC COMMENT CONCERNING ITEMS ON THE AGENDA

Ruth Galantino presented the Board with a letter regarding Oxford Commons. Teri Dignazio asked if the lighting issue (Oxford Commons) would be addressed.

RECOGNITION OF THOSE ASKING TO APPEAR ON THE AGENDA

Jim McLeod from the Oxford Area Senior Center – Mr. McLeod thanked the Board for the previous years of funding and generosity. He requested that the OASC be included in the 2007 budget.

ZONING ORDINANCE AMENDMENT

Mr. Kepler moved adopt Ordinance 2-06 for Floodplain Management Amendments to the Zoning Ordinance. Mr. Hershey seconded the motion. MOTION CARRIED.

APPROVAL OF THE MINUTES

Mr. Kepler moved to approve the minutes for our regular meeting and Open Space hearing on October 11th. Mr. Hershey seconded the motion. MOTION CARRIED.

TREASURER'S REPORTS

Presentation of Bills – The Secretary presented the bills that had been paid and needed to be paid for the month of October; total of \$62,331.67. Mr. Kepler moved to approve and pay the bills. Mr. Hershey seconded the motion. MOTION CARRIED.

Budget Transfers – Mr. Kepler moved to adopt Resolution 2006-35 to transfer \$850 to account 405.35 (Office Staff Insurance/Bonding) and \$8,000 to account 414.31 (Zoning Professional Services) from account 438.25 (Highways Maintenance & Repairs) for a Total of \$ 8,850.00. Mr. Hershey seconded the motion. MOTION CARRIED.

CORRESPONDENCE

- ✓ Letter from Chester County Department of Community Development announcing Lower Oxford Township has been awarded a \$350,000 grant for funding the Lincoln Village Sewer.
- ✓ Letter from the Chester County Historic Preservation Network requesting support by way of a membership for \$85.00.
- ✓ Newsletter from Oxford Mainstreet, Inc.
- ✓ The October 2006 edition of Waterways from the Chester County Water Resources Authority.
- ✓ A Memo from the Delaware Valley Regional Planning Commission about reclaiming brown fields.
- ✓ Letter from Cristina Tackett of Shippensburg, PA regarding an incident that occurred at the Community Center about where people are to park when renting the facility.
- ✓ Board Meeting Minutes from SECCRA for March, April, May, June, and July 2006.
- ✓ Letter and attachments from Brandywine Conservancy regarding protected land in Lower Oxford Township. (Almost 67 acres are protected by conservation easements)
- ✓ Letter from Stan Stubbe regarding the Oxford Commons site lighting plan.
- ✓ Incident listing for September from Union Fire Company
- ✓ Incident Reports for October & November from the PA State Police.

Mr. Kepler moved to send \$85.00 to the Chester County Historic Preservation Network for a 2007 Membership. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Kepler moved to have the Secretary write a letter to Cristina Tackett apologizing for the incident that occurred at the Community Center. The Supervisors will investigate what happened and have the Park Commission review the Community Center rules and add parking regulations. Mr. Hershey seconded the motion. MOTION CARRIED.

BUILDING INSPECTOR

Mr. Jackson read the Building Inspector's October Report. Mr. Kepler moved to approve the Building Inspector's Report. Mr. Hershey seconded the motion. MOTION CARRIED.

CODE ENFORCEMENT OFFICER

Mrs. Kinney read the Building Permits & Zoning Violations Reports for October.

Subdivisions & Land Development Plans – Mr. Kepler moved to approve the Johnson two lot subdivision plan. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Bill Dion from Wolfson-Verrichia Group was present to answer any questions regarding the Oxford Commons Preliminary Land Development plan. He briefed the Board on the letter October 9th Review Letter from the Township Engineer, Ed Fisher.

Mr. Kepler then read from the letter that Ruth Galantino presented earlier in the meeting. He addressed all of her concerns to which Mr. Dion answered.

Teri Dignazio questioned the lighting plan. Mr. Dion committed to comply with or exceed Lower Oxford Township's ordinances to the level which the Board requires. Mr. Dion also noted that there is a balance needed between safety and spillage with the lighting plan and he is confident that such a balance can be reached.

Mr. Kepler then moved to approve the Oxford Commons preliminary land development plan. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Kepler moved to adopt Resolution 2006-36 for a Sewer Facility Planning Module that will be sent to DEP for the Hostetter new house construction. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Kepler moved to approve the Hopkins Land Development Plan. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Kepler moved to approve the Zoning Officer's reports. Mr. Hershey seconded the motion. MOTION CARRIED.

ENGINEER

The Board read the Township Engineer's October report. Mr. Kepler moved to approve the Township Engineer's Report. Mr. Hershey seconded the motion. MOTION CARRIED.

REGIONAL ACT 537 PLAN

Mr. Bob Yeatman reported that the Act 537 plan is complete. The Township has 60 days to review the plan and comment in writing to the OASA. Mr. Kepler moved to approve Mr. Yeatman's Report. Mr. Hershey seconded the motion. MOTION CARRIED.

ROADMASTER

Mr. Steve Price read the Roadmaster's Report for October. Mr. Kepler then moved to approve the Roadmaster's Report. Mr. Hershey seconded the motion. MOTION CARRIED.

REGIONAL RECREATIONAL AUTHORITY

Mr. Lee Towner had nothing to report. He did note that they are working on some fundraising events for next year. Mr. Kepler moved to approve Mr. Towner's report. Mr. Hershey seconded the motion. MOTION CARRIED.

OLD BUSINESS

Bernard Park – Mr. John Jackson inspected the steps at the Community Center and gave the Board a written report and recommendation. Mr. Kepler is going to investigate the most cost effective way to replace the steps and bring them up to code.

Road Closing – The Solicitor is still working on the closing of "Old Osborne Lane." An easement is needed from the Oxford Area Sewer Authority for a twelve inch gray water line.

Comprehensive Plan – Mr. Kepler moved to have the Secretary send out Request for Proposals to Engineering firms recommended by the Township Engineer. Mr. Hershey seconded the motion. MOTION CARRIED.

NEW BUSINESS

Historic Commission – Mr. Kepler moved to have the Solicitor write an ordinance to create a five member Historical Commission for Lower Oxford Township. Mr. Hershey seconded the motion. MOTION CARRIED.

Regional Household Hazardous Waste Collection Program – Mr. Kepler moved to enter into agreement for 2007-2009 with the Regional Household Hazardous Waste Collection Program sponsored by Chester County Solid Waste Authority. Mr. Hershey seconded the motion. MOTION CARRIED.

OTHER BUSINESS

Budgets – Mr. Kepler moved to adopt the preliminary General, State, Sewer Extension, and Open Space Funds budgets and advertise that they are available for inspection at the Township Building. Mr. Hershey seconded the motion. MOTION CARRIED.

Complaint - Mr. Kepler noted that he had received complaints from several residents regarding Lincoln University's homecoming. Cars were parked everywhere on University Road and residents could not get home. He spoke with Mr. Larry Wood, the University's Chief of Police. Mr. Wood assured him that it would never happen again.

Ordinance Task Force Committee - Mr. Kepler stated that the Ordinance Task Force had overstepped its bounds. The Township received a review letter from Stan Stubbe regarding the Oxford Commons lighting plan. He did the review at the request of Teri Dignazio, Ordinance Task Force Committee member. The Ordinance Task Force was not authorized to do any plan reviews. Mr. Kepler moved to disband the Ordinance Task Force Committee. Mr. Hershey seconded the motion. MOTION CARRIED.

PUBLIC COMMENTS

Teri Dignazio – Stated that she had asked Art Astle if she could get Stan Stubbe to do the review of the lighting plan. She claimed it had nothing to do with the Ordinance Task Force.

Vickie Brown – Pleaded with the Board to reconsider disbanding the Task Force.

Note: Copies of all reports mentioned are available at the Lower Oxford Township Building, 220 Township Road, Oxford, PA.

Mr. Kepler moved to adjourn the meeting at 8:25 p.m. Mr. Hershey seconded the motion. MOTION CARRIED.

Respectfully Submitted,

Sara B. Laganelli
Secretary/Treasurer