

**LOWER OXFORD TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
FEBRUARY 14, 2007**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, February 14, 2007.

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

**CALL TO ORDER**

Vice Chairman Kenneth Hershey called the meeting to order at 7:03 p.m. He thanked everyone for coming out in the terrible weather. Chairman Arthur Astle went to help someone out of a snow drift.

**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**

None.

**RECOGNITION OF THOSE ASKING TO APPEAR ON THE AGENDA**

John Goodall from Brandywine Conservancy was not able to attend the meeting due to the weather. Mr. Kepler explained that Mr. Goodall was supposed to come and present the Sapp Farm agreement for Land Preservation. The Supervisors did have a copy of the draft of the agreement. Mr. Kepler moved to authorize the signing of the agreement after the Sapp's agreed to it and signed it. Mr. Hershey seconded the motion. MOTION CARRIED.

**APPROVAL OF THE MINUTES**

Mr. Kepler moved to approve the minutes for our regular meeting on January 2<sup>nd</sup> and the Conditional Use Hearing for OASA on February 5<sup>th</sup>. 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 January; total of \$66,881.40 for General Fund and \$291.34 for Open Space Fund. Mr. Kepler moved to approve and pay the bills. Mr. Hershey seconded the motion. MOTION CARRIED.

**Fiduciary Transfers** – Mr. Kepler moved to authorize the transfer of \$6,371.40 to the Master Escrow account from 15 listed sub-accounts to reimburse General Fund for Legal and Engineering fees. Mr. Hershey seconded the motion. MOTION CARRIED.

**CORRESPONDENCE**

✓ 2005 Audit Report for the Magisterial District Court 15-3-05.

- ✓ Letter from the Chester County Recorder of Deeds reporting that they have distributed \$51.3 million dollars from Real Estate Transfer taxes to municipalities and school districts for 2006. Lower Oxford received \$98,779.39.
- ✓ Lancaster County Planning Commission provided us with a copy of the final Cultural Heritage Element of their County Comprehensive Plan.
- ✓ Letter from the Chester County Association of Township Officials announcing the County Spring Convention will be March 15, 2007. Registration deadline is March 1<sup>st</sup>.
- ✓ Letter from PENNDOT replying to our application to install a traffic signal at Baltimore Pike and University Road. Their review does not warrant a traffic signal; however, they said this intersection could benefit from a roundabout. A Highway Occupancy Permit will need to be secured in order to move forward with a Roundabout approval.
- ✓ Letter from Chester County regarding a public opinion survey concerning public planning issues. Residents are encouraged to take the survey by the end of March. (Information is available at the table in the hallway.)
- ✓ Armstrong sent a notice that rates will be adjusted effective February 1, 2007.
- ✓ Letter from Chester County regarding a scheduled meeting for the Pipeline emergencies program Sunday, February 18<sup>th</sup> at 8:30 am at the Oxford Masonic Lodge.
- ✓ Audit for 2003-2005 of the Oxford Union No. 1 Volunteer Firefighter's Relief Association.
- ✓ Letter from PSATS regarding the "What Every Township Supervisor Needs to Know – Part II" workshop.
- ✓ Letter from the Borough of Oxford responding to our letter sent in September 2006 regarding the Comprehensive Plan. Their Council is very interested in working with other municipalities.
- ✓ Union Fire Company incident listing for December 2006.
- ✓ PA State Police incident listing for December 2006 and January 2007.

**Comments on Correspondence** – Mr. Kepler stated that Lincoln University told him they will not do a roundabout at University Road & Baltimore Pike. They don't want to pay for it or lose their gates.

### **BUILDING INSPECTOR**

Mr. John Jackson noted that the Township is now using the 2006 IRC. He read his January Report. Mr. Kepler moved to approve the Building Inspector's Report. Mr. Hershey seconded the motion. MOTION CARRIED.

### **CODE ENFORCEMENT OFFICER**

Mrs. Kinney issued four Building Permits & no Zoning Violations in January.

**Subdivisions & Land Development Plans** – Mr. Kepler moved to adopt Resolution 2007-7 for a 90 day extension for the Wilkinson Affinity 1 subdivision final plan. Mr. Hershey seconded the motion. MOTION CARRIED.

Mrs. Kinney explained that John Callahan would like to expand the Lower Oxford Mini Storage and is requesting a waiver for the Land Development Plan. He will address the Township Engineer's comments and go through L & I. Mr. Kepler moved to give Lower Oxford Mini Storage a waiver for the LDP. Mr. Hershey seconded the motion. MOTION CARRIED.

Mrs. Kinney said that David Stoltzfus would like to install frozen food containers in a small building (under 2,000 sq. ft.) on his farm. Mr. Kepler moved to issue Mr. Stoltzfus a Home Occupation Permit. 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 January report. Mr. Kepler noted that Mr. Fisher has been working on the Lincoln Village Sewer issue and the pump design. It should go out for bid this spring.

The Township Engineer sent a letter authorizing the release of a Letter of Credit for Lower Oxford Mini Storage. Mr. Kepler moved to release the Lower Oxford Mini Storage letter of credit in its entirety. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Kepler moved to approve the Township Engineer's January Report. Mr. Hershey seconded the motion. MOTION CARRIED.

### **REGIONAL ACT 537 PLAN**

No report.

### **ROADMASTER**

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

Mr. Kepler noted that he and the Roadmaster had been working on estimates for Cheek Road, Jackson School Road, and Ashmun Avenue for road repairs this year. Bids will go out by the end of March.

Mr. Astle returned to the meeting at 7:30 p.m. and took over leading the meeting.

### **REGIONAL RECREATIONAL AUTHORITY**

No report.

### **OLD BUSINESS**

**Bernard Park** – The steps will be reconstructed when the weather permits.

**Road Closing** – Still pending.

**Comprehensive Plan** – Two proposals were received. Oxford Borough now expresses interest in doing a joint plan. Mr. Kepler stated that Ron Bailey of the Chester County Planning Commission is willing to meet with the Board of Supervisors and the Planning Commission to discuss grant applications.

**Historic Commission** – Still pending. Mr. Hershey questioned what the Historic Commission members have been doing. Teri Dignazio explained the process they've been going through.

### **NEW BUSINESS**

**Speed Limit on Route 10** – Sacred Heart Catholic School requested the speed limit be lowered on Route 10 in front of the school. Mr. Kepler spoke to PENNDOT and they agreed to lower the speed limit to 35 mph from Francis Street to the Borough line.

**Rebecca Ridge** – A resident complained that people who break down on the Route 1 Bypass are coming up into her yard and to her door to ask for help. She wanted to know if something could be done to stop this. Mr. Astle suggested the Township look into a Roadside Assistance Phone. Mr. Kepler will contact PENNDOT.

### **OTHER BUSINESS**

Mr. Astle said that the Oxford Borough asked for help in trying to keep the truck traffic from coming through town. It has been tried before, but the Township is willing to try again. Mr. Hershey said they need to put a sign at the corner of Pine Street and 472 telling them which way to go to the Route 1 Bypass.

The Supervisors interviewed for the Planning Commission vacancies. Mr. Kepler moved to appoint Larry Moran and John Walsh to the Lower Oxford Planning Commission. Mr. Hershey seconded the motion. MOTION CARRIED.

### **PUBLIC COMMENTS**

**None.**

Mr. Hershey moved to adjourn the meeting at 8:04 p.m. Kepler seconded the motion. MOTION CARRIED.

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

Respectfully Submitted,

Sara B. Laganelli  
Secretary/Treasurer