

**LOWER OXFORD TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
APRIL 11, 2007**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, April 11, 2007.

**The following were in Attendance:** Chairman Arthur Astle, Vice Chairman Kenneth L. Hershey, Supervisor W. Ronald Kepler, Zoning Officer Debbie Kinney, Roadmaster Steve Price, Secretary/Treasurer Sara Laganelli, and sixteen guests.

**CALL TO ORDER**

Chairman Arthur Astle called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

Chairman Arthur Astle 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**

**Lower Oxford Township Auditors** – Jane Cannoy announced that the Auditors have completed the 2006 Financial Audit. This is the first year that the audit was filed online. She thanked the Secretary and Supervisors for their cooperation. The Board of Supervisors thanked the Auditors for their time in doing a good job on the audit.

**Oxford Area School District** – Charles Lewis and Art Salatto presented information on the Property Tax Relief Act 1. There will be a question on the May 15<sup>th</sup> ballot regarding a 1% increase in earned income tax for the Oxford Area School District. If the voters are in favor of an additional 1% earned income tax, property owners could see a savings of \$311 on their property tax for the first year with a slight increase after that.

**APPROVAL OF THE MINUTES**

Mr. Hershey moved to approve the minutes for our regular meeting on March 14<sup>th</sup>. Mr. Kepler 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 March; totaling \$59,923.77 for General Fund and \$2,503.70 for Open Space Fund. Mr. Kepler moved to approve and pay the bills. Mr. Hershey seconded the motion. MOTION CARRIED.

**Budget Transfers** – Mr. Kepler moved to adopt Resolution 2007-11 to make the appropriate deviations to the 2007 Budget for General Fund. Mr. Hershey seconded the motion. MOTION CARRIED.

**Fiduciary Transfers** – Mr. Kepler moved to authorize the transfer of \$2,077.50 to the Master Escrow account from the listed sub-accounts to reimburse General Fund for Legal and Engineering fees. Mr. Hershey seconded the motion. MOTION CARRIED.

## **CORRESPONDENCE**

- ✓ Letter and survey from Chester County Economic Development Council stating that they have formed a new department and named Thomas McIntyre as the Director of Government & Municipal Services.
- ✓ Letter from Chester County with the 2007 Ag Security Area records for Lower Oxford. They've requested that we review it and make any necessary corrections.
- ✓ Memo from David Ward thanking us for our assistance with the Landscapes2 on-line survey. Nearly 8,000 citizens responded.
- ✓ Email from the Chester County Planning Commission stating that they are sponsoring a 2010 Census information workshop on Tuesday, May 15 at 10:00 am in West Chester.
- ✓ Invitation to the Chester County DCED's Public Forum on Monday, April 23<sup>rd</sup> at 4:00pm.
- ✓ Notice from the Chester County Conservation District of the Chesapeake Bay No-till Incentive Program. Farmers can earn \$20 per acre (up to a maximum of 100 acres) to switch to no-till. There is also a cover crop incentive program that will pay \$20 per acre (for max. of 100 acres) to plant fall cover crops.
- ✓ Letter from the OASA regarding the Act 537 Plan stating that they have completed the municipality & County Agencies comment period. They have made the appropriate changes in the document to reflect those changes warranted by the comments.
- ✓ The Chester County Solid Waste Authority sent a letter introducing Patricia Robinson as the new Recycling Educator.
- ✓ Survey from PECO Energy.
- ✓ PA State Police incident report for February.
- ✓ Union Fire Co. incident listings for February & March.
- ✓ Invitation from Union Fire Co. to attend an informative meeting with the Officers and Ambulance Division on April 25<sup>th</sup> at 7:00 pm.
- ✓ 2006 Annual Report from Neighborhood Health Agencies, Inc.

## **BUILDING INSPECTOR**

The Supervisors reviewed John Jackson's March Report. Mr. Hershey moved to approve the Building Inspector's Report. Mr. Kepler seconded the motion. MOTION CARRIED.

The Secretary read Resolution 2007-10, honoring John Jackson's dedicated service as the Township's Building Inspector. Mr. Kepler moved to adopt Resolution 2007-10. Mr. Hershey seconded the motion. MOTION CARRIED.

## **CODE ENFORCEMENT OFFICER**

Mrs. Kinney reported that she issued three Building Permits, twenty six C of O's, three sign permits, & no Zoning Violations in March.

**Subdivisions & Land Development Plans** – Mr. Kepler moved to adopt Resolution 2007-12 for the Deaver Subdivision's Component 4A. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Hershey moved to approve the Masciantonio subdivision plans contingent upon DEP's approval of the SFPM. Mr. Kepler seconded the motion. MOTION CARRIED.

Mr. Kepler moved to waive the review of the proposed Meadowview subdivision and allow the Oxford Borough and East Nottingham to do the review since most of the development is in their districts. Mr. Hershey seconded the motion. MOTION CARRIED.

Mrs. Kinney read over the changes to the Fee Schedule. Mr. Kepler moved to adopt Resolution 2007-15 for the new Fee Schedule.. Mr. Hershey seconded the motion. MOTION CARRIED.

Mrs. Kinney asked to attend the Master Planner Program for Subdivision and Land Development Review. The total tuition is \$115.00. Mr. Hershey moved to allow Mrs. Kinney to attend the program and have the Township pay for it. Mr. Kepler seconded the motion. MOTION CARRIED.

**BIDS** – At 8:00 p.m. the Board of Supervisors opened the bids that had been submitted for Road Materials. Mr. Kepler read the bid amounts for Diesel Fuel/Heating Oil, Stone, Seal Coat-in-Place, and Blacktop.

Mr. Kepler moved to award the Diesel Fuel & Heating Oil bid to Alger Oil, Inc. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Kepler moved to award the Stone bid to D.M. Stoltzfus. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Kepler moved to award the Seal Coat-in-Place bid to McMinn's Asphalt, Inc. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Kepler moved to award the Blacktop bid to McMinn's Asphalt, Inc. Mr. Hershey seconded the motion. MOTION CARRIED.

### **ENGINEER**

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

### **REGIONAL ACT 537 PLAN**

Mr. Bob Yeatman announced that the Public Comment period for the Act 537 Plan will begin on April 19<sup>th</sup> and last for 30 days. Questions and comments must be made in writing to the Oxford Area Sewer Authority.

### **ROADMASTER**

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

### **REGIONAL RECREATIONAL AUTHORITY**

No report.

### **OLD BUSINESS**

**Bernard Park** – Mr. Kepler noted that he had received a request to redo the blacktop on the Basketball court. The Roadmaster looked at it and said it's not in bad condition. Mr. Kepler estimated that it would cost \$3,500 to redo. He noted that it is not in the Budget for 2007. Mr. Kepler also reported that the steps had been rebuilt at the Community Center.

**Comprehensive Plan** – There was some discussion on joining together with the neighboring municipalities to do a Regional Comprehensive Plan. The Oxford Borough and East Nottingham Township have both expressed interest. The Board of Supervisors chose April 19<sup>th</sup> to try to organize a meeting with the surrounding municipalities and the Chester County Planning Commission to gather information on a Regional Comprehensive Plan.

### **NEW BUSINESS**

**Road Improvements for 2007** – The Roadmaster would like to improve Jackson School Road from Street Road to Union School and Lower Oxford's end of Cheek Road. Estimates will be done to see if there is enough State Funds to cover both improvements.

### **OTHER BUSINESS**

**DCED Meeting** – There will be a Public Forum with the County DCED office on Monday, April 23<sup>rd</sup> in West Chester. Someone from the Township should attend. Mr. Kepler & Mr. Hershey will be at the PSATS Convention in Hershey. Mr. Astle said that he would attend the meeting. The Secretary will join him.

### **PUBLIC COMMENTS**

**Teri Dignazio** – Asked if the new fee schedule will be on the website. Also, when the Act 537 is available for review, will Lower Oxford's comments be in it? If the Township does a Regional Comprehensive Plan will they also do a Comp Plan on their own individually?

Mr. Kepler noted that emails have been circulating about the Act 537 Plan and how it is "Developer Driven." He wanted to make it clear that Lower Oxford Township has a sewer service district which is the Commercial and R4 properties. We are not running sewer lines through the whole township. Developers are not running Lower Oxford Township.

Mr. Hershey moved to adjourn the meeting at 8:48 p.m. Mr. 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