

**LOWER OXFORD TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
AUGUST 8, 2007**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, August 8, 2007.

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

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman 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

None.

APPROVAL OF THE MINUTES

Mr. Hershey moved to approve the minutes for the regular meeting on July 11th. 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 July; totaling \$58,858.62 for the General Fund and \$3,760.41 for the Open Space Revenue Fund, and \$77,272.05 for the State Fund. Mr. Kepler questioned the tax refunds. The Secretary explained that most of them were due to duplicate payment by the taxpayer and their mortgage company. He also asked if such a duplicate payment and refund had been processed for Mr. Bojonowski. The Secretary confirmed that it had. Mr. Kepler then moved to approve and pay the bills. Mr. Hershey seconded the motion. MOTION CARRIED.

Fiduciary Transfers – Mr. Kepler moved to authorize the transfer of \$2,174.00 to the Master Escrow account from the four listed sub-accounts to reimburse General Fund for Legal and Engineering fees. Mr. Hershey seconded the motion. MOTION CARRIED. Mr. Kepler moved to authorize the transfer of \$133.00 from Denise Deaver's subaccount to the Master Escrow Account to refund and close her escrow account. Mr. Hershey seconded the motion. MOTION CARRIED.

CORRESPONDENCE

- ✓ Letter from Oxford Public Library thanking the Township for their support in the past and requesting a contribution this year before September 15th.
- ✓ SECCRA newsletter with information on a free electronics recycling day to be held September 8th from 1:00-5:00 p.m. at the Community Landfill on Route 926.
- ✓ Letter from the Chester County Association of Township Officials requesting resolutions to be submitted for consideration for the Fall County Convention.
- ✓ Poster and booklet about Trail & Path Planning: A Guide for Municipalities from the Chester County Planning Commission.
- ✓ Union Fire Co. Municipal Fund Financial Statements for years ending December 31, 2006 & 2005.
- ✓ Letter from the Neighborhood Health Agencies, Inc. requesting the Township consider them when it comes time to do the 2008 Budget. They served 41 LOT residents were served during their fiscal year 2006-2007.
- ✓ Letter from Armstrong Cable announcing the news that they are *CableWorld* Magazine's Independent Cable Operator of the Year for 2007!
- ✓ Union Fire Co. incident report for July.

Comments on Correspondence: Mr. Hershey asked if Neighborhood Health Agencies, Inc. was the visiting nurses.

BUILDING INSPECTOR

The Board read John Coldiron's July Report. Mr. Kepler moved to approve the Building Inspector's Report. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Hershey questioned why John Coldiron had not been attending the Supervisor's regular meetings. None of the members could recall if they had requested Mr. Coldiron to do so when he was hired.

Mr. Astle moved have the Secretary send a letter to Mr. Coldiron requesting his presence at the meetings from now on. Mr. Kepler seconded the motion. MOTION CARRIED.

CODE ENFORCEMENT OFFICER

Mrs. Kinney reported that she issued two Building Permits, ten Certificates of Occupancy, and one weed violation in July.

Subdivisions & Land Development Plans –

Mrs. Kinney explained to the Supervisors that she was tying up loose ends with her files, and came across an issue with the Ballymeade Subdivision that needed action to be taken. Keystone was requesting a waiver to reduce the cartway from 24 feet to 22 feet and to use a roll curb instead of a slant curb. The Township Engineer was okay with this. Mr. Kepler asked the Roadmaster if that was satisfactory to him. Mr. Price said yes. Mr. Kepler moved to allow for a waiver for the Ballymeade subdivision to reduce the cartway from 24 feet to 22 feet contingent upon them using a roll curb instead of a slant curb. Mr. Hershey seconded the motion. MOTION CARRIED.

Mrs. Kinney introduced Jim Fritsch from Register & Associates. Mr. Fritsch presented a sketch plan for the Hovis Subdivision on Cullen Road. He explained that in order to allow for proper driveways on the proposed 4 one-acre lots, it would require the speed limit to be posted. Since the speed limit is not posted, it is considered to be 55 mph.

Mr. Fritsch said that they would first need to have an engineer study to determine the speed limit. The speed limit would then determine the sight distance for the driveways. Before the Hovis's paid an engineer for the study, they wanted to know if the Supervisors would be willing to post the speed limit on Cullen Road since it would require an ordinance. The Hovis's were willing to pay for all expenses incurred to have this done. After some discussion, the Supervisors were in agreement that they did not wish to post the speed limit on Cullen Road.

Mr. Hershey moved to leave the speed limit the way it is on Cullen Road. Mr. Kepler seconded the motion. MOTION CARRIED.

Mr. Fritsch had one other issue to discuss about the Hovis SD – they requested that the GIS elevation maps be used in lieu of the full blown TOPO-USGS. They did not want to do the stormwater management until the building lots were sold. The Township Engineer was not comfortable with that request and advised against it. The Supervisors told Mr. Fritsch that they want the stormwater management plan done right and as part of the Subdivision/Land Development. They denied his request to use the GIS elevation maps in lieu of the full blown TOPO.

Mrs. Kinney introduced Mr. Snyder from the *Strike-n-Spare* Bowling Alley. He explained that he would like to build an entertainment building next to the bowling alley to house an 18-hole indoor mini golf, party rooms, arcade, and ice-cream parlor. Mr. Kepler explained that the bowling alley is a non-conforming commercial use and would be allowed to expand by 50% to the existing building. The Board of Supervisors explained that they do not have the authority to approve an additional building; Mr. Snyder would have to go before the Zoning Hearing Board for such an approval.

Mrs. Kinney requested to attend the PCCA's Building Code Official Course & Exam on October 16th & 17th in Concordville for a fee of \$195.00. Mr. Hershey moved to approve her request. Mr. Kepler seconded the motion. MOTION CARRIED.

Mrs. Kinney requested to attend the Community Planning course which is the third & final class she needs to complete the Master Planner Certificate. The cost is \$115. Mr. Hershey moved to grant her request. Mr. Kepler seconded the motion. MOTION CARRIED.

Mrs. Kinney also requested that the Township reimburse her for half of her Nextel cell phone bill, stating that she uses it for Township Business. After some discussion, the Board decided to table the request.

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

ENGINEER

The Board read the Township Engineer's report for July. Mr. Kepler questioned the release of Deer Creek's escrow. Mr. Kepler moved to approve the Engineer's report. Mr. Hershey seconded the motion. MOTION CARRIED.

REGIONAL ACT 537 PLAN

Mr. Bob Yeatman reported that the OASA was waiting to hear from DEP. Mr. Kepler noted that he was working on a committee with both East & West Nottingham Townships to come up with an ordinance for mandatory septic pump-outs. The committee met with Jake Elks from the Chester County Health Department and Mr. Prettyman, owner of a septic service company. The committee is going to meet with the County to discuss a program that keeps track of who pumps and when. Mr. Kepler moved to approve Mr. Yeatman's report. Mr. Hershey seconded the motion. MOTION CARRIED.

ROADMASTER

Mr. Steve Price read his report for July. Mr. Hershey thanked Steve for doing such a great job; noting that PENNDOT leaves a lot to be desired. Mr. Kepler asked the Roadmaster how close he came to his estimate for this year's project. Mr. Price reported that he was only \$400.00 over. Mr. Kepler then moved to approve the Roadmaster's Report. Mr. Hershey seconded the motion. MOTION CARRIED.

REGIONAL RECREATIONAL AUTHORITY

Mr. Lee Towner reported that the Authority is close to completing RFP's for construction on the first parcel. The Oxford Fair is going to be a big event on Labor Day weekend. There will be an admission fee and once you get in the gate everything is free. Mr. Towner requested the use of the Township machinery and assistance of the road crew to put a new entrance in with a temporary road along the edge of the property. He was also going to ask East Nottingham to help with the collaborative effort. Mr. Kepler asked about having the fire police present at this year's fair to direct the traffic. Mr. Towner said that they have a group of volunteers that will be taking care of the traffic and parking. Mr. Hershey mentioned that he would like to see Elk Township and the Oxford Borough contributing their fair share to the OARA. Mr. Hershey then moved to approve Mr. Towner's report. Mr. Kepler seconded the motion. MOTION CARRIED.

OLD BUSINESS

Comprehensive Plan – Mr. Astle announced that the next informational meeting will be held here at the Township Building on August 22nd. The Chester County Planning Commission and representatives from the six municipalities are to attend.

Lighting/Sign Lighting Ordinance – Mr. Astle said that the Solicitor is reviewing the proposed ordinance and will condense it.

Limestone Road – The Secretary gave an update on the responses to a letter sent in June: to date nine residents replied that yes they would like to hook-up, six said no, one is interested depending on the cost and ten commercial owners acknowledge that they must hook-up.

Iraq/Afghanistan War Veterans – Mr. Astle said he would really like to put some positive news on the War out there. Lower Oxford Township would like to collect the names of residents that have been and/or are still in Iraq and Afghanistan fighting the War on Terror. Mr. Kepler said that he spoke with Randy Teel, who has a store in Oxford, and he is willing to help the Township with making a plaque to display at the

Township Building with all the names of our hometown soldiers. The plaque would have space to keep adding names.

NEW BUSINESS

Winter Traffic Services Agreement – Mr. Kepler moved to sign agreement number 062999 with PENNDOT to do the 2007-2008 winter maintenance on the listed State roads for a payment of \$21,374.28. Mr. Hershey seconded the motion. MOTION CARRIED.

Chester County Major Incident Response Team (M.I.R.T.) – Mr. Kepler said that he spoke with the District Attorney's Office regarding their requested assessment of \$250 for the year 2007 to contribute to the M.I.R.T.; which is the County's attempt to enhance its homeland security procedures. Mr. Hershey moved that the Township contribute the requested \$250.00 for the M.I.R.T. assessment for 2007. Mr. Kepler seconded the motion. MOTION CARRIED.

Chester Water Authority – Mr. Kepler first noted that he spoke with the Township Engineer and Lincoln Village has a permit to run the sewer line from the Pump Station to the University. However, they are still waiting on a permit from PENNDOT to go up Ashmun Avenue. Once they receive the permit from PENNDOT, they will be ready to go to bid –hopefully sometime in September.

Mr. Kepler then explained that the residents of the Lincoln Village had requested that a public water line be run to the side streets at the same time as the new sewer lines. The Chester Water Authority (CWA) responded to the Township's request to do so. The CWA sent an estimated cost for a possible water main installation in the Village. The total estimate was \$89,920.00; which would be the cost to the Township. This included a \$3,560.00 tap in fee for residents and three fire hydrants. Mr. Kepler said he thought we could do it cheaper. Mr. Kepler suggested that the Township keep working with Ed Fisher on this issue, then have a meeting with the residents of Lincoln Village again to discuss the public water situation. The Supervisors were all in agreement to do so. Mr. Kepler noted that Phase 1 already has a water line there, so the new water main would be done in Phase 2.

Ordinance for Fireworks – Mr. Hershey said that he would like to send a sample fireworks ordinance to the Planning Commission and have them make recommendations to the Board. He said that fireworks are being put off for weeks at a time during holidays. The noise upsets the dairy cows and messes up the milking. He feels there needs to be a limit on the amount of time residents may set off the fireworks. Mr. Kepler noted that the ordinance would require a permit to be issued. He said that permit could only be issued to a licensed person. Since fireworks are illegal, Mr. Kepler didn't think you can issue a permit to residents for them. He suggested Mr. Hershey contact the Township Solicitor for some guidance before sending the ordinance to the Planning Commission.

Budget Workshop – The Board of Supervisors set a date for the 2008 Budget Workshop: September 5th at 7:00 p.m.

OTHER BUSINESS

None.

PUBLIC COMMENTS

Mr. McBride – Questioned the graffiti on the street signs on Township Road. He wondered if it was gang related. He noted that there have been a lot of burglaries in the Township as well as the surrounding Townships. He asked that the signs be replaced whenever graffiti was written on them. Mr. Kepler said that he spoke with the State Police and they did not feel the graffiti was gang related.

Teri Dignazio – Asked the status of the Historic Commission ordinance. She wants the Board to ask Winnie what happened to it. She also questioned the tap in fees for Limestone Road.

Mr. Kepler moved to adjourn the meeting at 9:05 p.m. Mr. Astle 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