

**LOWER OXFORD TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
SEPTEMBER 12, 2007**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, September 12, 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 Lagarelli, and ten 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

Mrs. Debra George Requested a home occupation permit to do massage therapy in her home at 132 Scroggy Road. She explained that she is a licensed occupational therapist and certified massage therapist. Mrs. George has been doing massage therapy for eight years. She would only have one patient at a time and use one room in her house for the therapy. Mr. Kepler moved to approve a home occupation permit for Mrs. George. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Astle requested that the Secretary send a letter to the Oxford Area Recreational Authority thanking them for a job well done with this year's Fair.

Mr. Gerald McCormick As the attorney for Anthony Dambro, Mr. McCormick explained that Mr. Dambro had purchased 74 lots from Mr. Pepple several years ago. Due to the high level of nitrates, they cannot do on-lot septic systems. They had looked into doing a package plant back in 2004. They found that it could be done. With a package plant, the Oxford Area Sewer Authority would have to take it over. Mr. McCormick spoke with Ed Lennex from the OASA, and he said they would prefer not to have a package plant. Mr. McCormick requested that the Dambro's 74 lot subdivision be able to hook-up to the public sewer when it becomes available. Mr. McCormick stated that Mr. Dambro would like some direction from the Township as to what they would prefer.

Mr. Kepler questioned how many lots had high nitrates. Mr. McCormick said that all of them did. Mr. Kepler then questioned how a package plant would be feasible. Mr. McCormick stated that the package plant would include a denitrification process.

Mr. Astle stated that there are on-lot denitrification systems available. He explained that the Dambro's 74 lots are out of the Township's sewer service area. The Township is not

interested in running public sewer lines out of the designated area. Mr. Astle suggested the Dambros look into the on-lot nitrification systems. Mrs. Kinney said she could give Mr. McCormick the phone number to TexAqua.

Mr. Kepler stated that the Dambro lots are out of the sewer service area and the Township was not going to change that. He said the OASA does not want a package plant. Mr. Kepler felt that the only other choice the Dambros have is an on-lot system. He was under the impression that 30-40 lots could be done with on-lot systems. Mr. Kepler also commented that the houses in Wyncote Golf Course have in-house denitrification systems.

Mr. Hershey explained to Mr. McCormick that Ed Lennex is in charge of the OASA; he does not run Lower Oxford Township.

APPROVAL OF THE MINUTES

Mr. Hershey moved to approve the minutes for the regular meeting on August 8th. 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 August; totaling \$64,739.58 for the General Fund, \$4,401.95 for the Open Space Revenue Fund, and \$28,408.24 for the State Fund. Mr. Kepler noted that the water bill for the Community Center reflected that 90,000 gallons of water had been used. He said that the Lincoln Community Association should reimburse the Township for the gallons used. Mr. Hershey questioned why the Solicitor's bill was so high. Mr. Kepler explained to him that about \$8,000 of the bill was for the OASA Conditional Use Appeal. Mr. Kepler then moved to approve and pay the bills. Mr. Hershey seconded the motion. MOTION CARRIED.

Fiduciary Transfers Mr. Hershey moved to authorize the transfer of \$2,529.00 to the Master Escrow account from the seven listed sub-accounts to reimburse General Fund for Legal and Engineering fees. Mr. Kepler seconded the motion. MOTION CARRIED.

Budget Deviations Mr. Kepler moved to adopt Resolution 2007-25 for the 2007 Budget Deviations for General Fund in the amount of \$5,550.00; State Fund in the amount of \$8,000.00; and Open Space Revenue Fund in the amount of \$22,580.00. Mr. Hershey seconded the motion. MOTION CARRIED.

CORRESPONDENCE

- ✓ Letter from the OARA inviting Supervisors and Planning Commission members to an informational meeting on September 27th at 7:00 p.m. in the Fellowship Hall of the Oxford Presbyterian Church.
- ✓ Information on training for the Local Update of Census Addresses Program for the 2010 Decennial Census.
- ✓ Summer newsletter from Penn Township.
- ✓ Watermark, a National Flood Insurance Program publication from FEMA.
- ✓ Newsletter from PENNDOT District 6.
- ✓ Letter from PA Department of Conservation & Natural Resources encouraging our participation in the 2007 State Forest Management Plan update process.
- ✓ Annual Report for the Fiscal Year 2006-2007 from the Oxford Area Senior Center.

- ✓ Copy of recently released study from the Delaware Valley Regional Planning Commission titled *Innovations in Zoning for Smart Growth*.
- ✓ Registration information for the Fall County Convention on November 8, 2007.
- ✓ Information and Registration forms for the Local Update of Census Addresses (LUCA) program.
- ✓ Notice from Register Associates, Inc. that they have a new office in Quarryville.
- ✓ 2006 Annual Report from the Chester Water Authority.
- ✓ Notice from the Chester Water Authority that hydrant flushing will take place in Lower Oxford Township during the month of September.
- ✓ Invitation to Chester County Courthouse Meet Your Judges program on September 19, 2007.
- ✓ 2006 Annual Report from PIRMA.
- ✓ Letter from Southern Chester County EMS requesting funding for 2008 in the amount of \$17,303.00 (which is .1 mils of the assessed value).
- ✓ Letter and sample resolution from the Charlestown Township Board of Supervisors expressing an interest in legislation that creates incentives to deposit and recycle bottles.
- ✓ Letter from the Chester County Department of Children, Youth, and Families in search of people in our community willing to foster a child in need.
- ✓ Annual Audit for 2006 from SECCRA.
- ✓ Incident listing for August from the PA State Police.
- ✓ Union Fire Co. incident listing for August.

Comments on Correspondence: Mr. Kepler moved that the Secretary send a letter to the local legislators encouraging them to support the bottle deposit laws like Charlestown Township had informed us about. Mr. Hershey seconded the motion. MOTION CARRIED.

BUILDING INSPECTOR

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

CODE ENFORCEMENT OFFICER

Mrs. Kinney reported that she issued eight Building Permits, four Certificates of Occupancy, and six weed violations in August. The Supervisors directed Mrs. Kinney to send a second and third request if necessary to the lady at 111 Crowl Toot for her weed violations.

Subdivisions & Land Development Plans

Mr. Kepler moved to adopt Resolution 2007-23 for the Sidlow Sewage Facilities Planning Module. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Kepler moved to adopt Resolution 2007-24 for the Ballymeade Sewage Facilities Planning Module for nine lots with on-lot systems only. Mr. Hershey seconded the motion. MOTION CARRIED.

Mrs. Kinney questioned whether or not the Township received maintenance reports from Chester Water Authority after they flush the hydrants. The Secretary told her that we do

not. Mrs. Kinney suggested we request some type of report to be sure that the hydrants are in fact working. She said that she has heard horror stories of hydrants not working when the fire company went to use them. Mr. Kepler moved to have the Secretary send a letter to CWA requesting maintenance reports for the hydrants in the Township. Mr. Hershey seconded the motion. MOTION CARRIED.

Mrs. Kinney explained that there was a course in Zoning Administration offered by Delaware County Community College in Media for three nights in October. The Supervisors authorized any Planning Commission members to attend if they were interested.

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 report for August.

Mr. Kepler moved to approve Release #5 from the letter of credit in the amount of \$15,250.00, as recommended by the Township Engineer, for the Elk Ridge Subdivision. Mr. Hershey seconded the motion. MOTION CARRIED.

REGIONAL ACT 537 PLAN

Mr. Bob Yeatman was absent. Mr. Kepler reported that Ed Lennex is to appear in front of DEP sometime this month to answer any questions they may have about the Act 537 plan.

ROADMASTER

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

REGIONAL RECREATIONAL AUTHORITY

Mr. Lee Towner was absent.

OLD BUSINESS

2008 Tentative Budgets Mr. Kepler moved to advertise the 2008 tentative budgets for the General Fund, State Fund, Open Space Revenue Fund, Open Space Purchase Fund, and Sewer Extension Fund. Mr. Hershey seconded the motion. MOTION CARRIED.

Comprehensive Plan Mr. Kepler moved to send the Intergovernmental Cooperative Planning Agreement and sample ordinance to the Township Solicitor for review. If it meets her approval, she is authorized to advertise the Ordinance. Mr. Hershey seconded the motion. MOTION CARRIED.

Iraq/Afghanistan War Veterans Mr. Astle stated that the Township is still looking for names of residents who are serving or have served in the War against Terror. So far we have three names. The Township would like to present the plaque with the soldiers' names at the November meeting. Mr. Kepler moved to put Mr. Astle in charge of ordering the plaque. Mr. Hershey seconded the motion. MOTION CARRIED.

NEW BUSINESS

Per Capita Database The Secretary explained that the Tax Collector expressed some concern about the database the Township has for the Per Capita tax. The Tax Collector had suggested getting a list from Berkheimer and/or the Pennsylvania Department of Revenue to use as a reference. She also suggested getting a list from Lincoln University as to which Professors live on campus. The Tax Collector said that most rental properties are not reporting the names of people living there over the age of 18. The Supervisors agreed to send a letter to Berkheimer requesting a list of taxpayers living in the Township to use as a reference.

Trash Day Mr. Kepler moved to set the dates for Fall Clean-Up: Friday, October 12th, 7am-3pm and Saturday, October 13th, 7am-Noon. Mr. Hershey seconded the motion. MOTION CARRIED.

OTHER BUSINESS

Mr. Kepler explained that the Township is going to need an ordinance for mandatory hook-up to the public sewer on Route 10 for all commercial properties within the sewer service area. The ordinance would most likely give property owners six months to hook-up to the sewer once it becomes operable. The Supervisors agreed to have the Township Solicitor start working on such an ordinance.

Mr. Kepler moved to have the Secretary write a letter to Diana Hoopes, Chester County Ag Preservation, stating that the Township will participate in preserving David Stoltzfoos farm. Mr. Hershey seconded the motion. MOTION CARRIED. Mr. Kepler also noted that the Township will preserve an about 270 acres this year. That makes a total of approximately 900 acres preserved in three years. All but three farms will be preserved from Union School Road to Scroggy Road after this year.

PUBLIC COMMENTS

Teri Dignazio Asked when Sara would be out on maternity leave and if the Township would need to hire some part-time help. She also questioned the status of the Historical Committee Ordinance that the Solicitor is supposed to be working on; noting that Ms. Sebastian already wrote such an ordinance for East Nottingham Township.

JoJo Campbell Questioned what the meeting with Senator Pileggi was going to be about. She also wanted to know where the plaque for the Township's Iraq War Veterans was going to go.

Delores Ralph Thanked the Supervisors for the new carpet in the Lincoln Community Center. She expressed concern about the seams of the new carpet that are coming up already. Mr. Astle told her that the Township would take care of it. Mr. Kepler asked Delores if she knew of any anonymous donation that had been made for the Community Center. Delores said they had received \$1,661.00. Mr. Kepler requested that she work with Clarabelle Shoop, Judge of Elections, to decide what to do with the donated monies.

Marcella Peyre-Ferry Suggested the Township contact Sarah Dalporto, the lady that organized the Freedom Walk in Oxford, to collect names of residents that have been in the Iraq war.

*Mr. Kepler moved to adjourn the meeting at 8:20 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*