

Lower Oxford Township  
**Board of Supervisors Meeting Minutes**  
**September 10, 2008**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, September 10, 2008.

**The following were in Attendance:** Chairman Kenneth L. Hershey, Vice Chairman W. Ronald Kepler, Supervisor Ralph Cheek, Zoning Officer Deborah Kinney, Building Inspector John Coldiron, Secretary/Treasurer Sara Laganelli, and nine guests. Roadmaster Steve Price was absent.

**CALL TO ORDER**

Chairman Kenneth L. Hershey called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

Mr. Kenneth L. Hershey led the Pledge of Allegiance to the flag and asked for a moment of silence and remembrance of September 11<sup>th</sup> as the seventh year anniversary was upon us.

**PUBLIC COMMENT CONCERNING ITEMS ON THE AGENDA**

None.

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

Victoria Stewart – Mrs. Stewart introduced herself as a resident of East Nottingham Township and explained her concerns about the intersection of Reedville Road and Old Baltimore Pike. The Supervisors understood her concerns and agreed to have the Roadmaster put a green reflective Reedville Road sign on the corner of the Hyponex property on the Oxford side.

**APPROVAL OF THE MINUTES**

Mr. Cheek moved to approve the minutes for the regular meeting on August 13, 2008. 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 \$106,786.24 for the General Fund and \$4,308.57 for the Open Space Revenue Fund. Mr. Cheek moved to approve and pay the bills. Mr. Kepler seconded the motion. MOTION CARRIED.

**Fiduciary Transfers** – Mr. Kepler moved to approve the transfer of \$1,231.00 to the Master Escrow account from the five listed subaccounts to reimburse General Fund for legal and engineering expenses. Mr. Cheek seconded the motion. MOTION CARRIED.

**Budget Deviations** – None.

**CORRESPONDENCE**

- ✓ Announcement from Chester County GIS that they will be hosting a GIS conference on November 17<sup>th</sup> in Exton.
- ✓ LTAP summer newsletter.
- ✓ Chester County Historic Preservation Network newsletter.
- ✓ PSATS Townships Today newsletter.
- ✓ Letter from the Chester County commissioners regarding the Municipal Acquisition and Development Grant Program 2009 Round.
- ✓ Nomination form and information for the 20<sup>th</sup> annual President's Leadership Award from PSATS.
- ✓ Invitation to the Chester County breakfast on September 11<sup>th</sup> in Malvern.

- ✓ Information on the County Fall Convention to be held November 6<sup>th</sup>.
- ✓ SECCRA newsletter.
- ✓ Recycling newsletter from Nancy Fromnick, Chester County's coordinator.
- ✓ Minutes from the July 16<sup>th</sup> OASA meeting.
- ✓ Minutes from the SECCRA board meeting on June 11<sup>th</sup>.
- ✓ Fax from PECO regarding their first green building opening in West Chester.
- ✓ Incident listing from the Union Fire Co. #1 for July.
- ✓ PSATS news bulletin for July/August.
- ✓ Request for consideration of contributions to the Neighborhood Health Agencies, Inc.
- ✓ Information on the Chester County Trauma Center Initiative.
- ✓ Memo from the Lancaster County Planning Commission along with a CD of their revised transportation element of the County's Comprehensive Plan.

### **BUILDING INSPECTOR**

Mr. John Coldiron reported that he had twenty building inspections, four plan reviews, and ten electrical inspections for the month of August. He mentioned that he spoke to John Washington from L&I and there wouldn't be another audit until after October. Mr. Kepler moved to approve the Building Inspector's Report. Mr. Cheek seconded the motion. MOTION CARRIED.

### **CODE ENFORCEMENT OFFICER**

Mrs. Kinney read the Building Permits & Zoning Violations Reports for August. She issued four building permits, no certificates of occupancy and had several new zoning violations. Mrs. Kinney said that she collected 10 signs from Cameron's that were illegally placed along roads in the Township. She said they did this last year and she warned them about our sign ordinance. She requested permission from the Board to bill them \$10 per sign. Mr. Kepler moved that the Codes Enforcement Officer send a letter and bill to Cameron's for \$10 per sign. Mr. Cheek seconded the motion. MOTION CARRIED.

Mrs. Kinney explained that 160 Jackson School Road had weeds three feet tall but the house is up for Sheriff Sale and there are said to be squatters living in the house. Mr. Kepler said that there were a couple abandoned houses with the same issue. Mrs. Kinney requested direction from the board. Mr. Hershey said that the Township has been too easy on the violators and it's time to do something about it. The Supervisors agreed that the Township should mow the properties and put a lien on it for reimbursement of expenses incurred to do so. Mrs. Kinney mentioned that there were violations at Roger Radbill's in Lincoln and he was supposed to be giving her paperwork on the antique cars and moving them. Mr. Radbill told her that he had permission from Lincoln University to use there land for his chicken and turkeys. The Board said they would need that in writing and give him ten days to comply or the Township will take it to Judge Farmer.

**Subdivisions & Land Development Plans** – Mrs. Kinney said that she received extensions for the Creighton Subdivision and the Wilkinson Ardenbrooke Subdivision.

Mrs. Kinney requested permission from the Board to contact the Township Solicitor on behalf of the Planning Commission regarding the ordinances that they had been working on and were awaiting the Solicitor's reply. The Supervisors said that the Lincoln Village Sewer Agreement is top priority and they would let Mrs. Kinney know when it would be okay to contact the Solicitor.

Mrs. Kinney also brought up an issue with the Sketch Plan fees. She explained that someone had submitted a sketch plan along with the \$150 fee, but the Engineer's review was over \$200 and the person that submitted the plan refused to pay the additional fees. The Board advised that from now on Mrs. Kinney is to collect a \$700 escrow fee for Sketch Plans.

Mr. Hershey questioned the status of Mr. Mazepink and the dirt that he was supposed to be removing from his property. Mrs. Kinney said that the Conservation District should be keeping an eye on that.

Mr. Kepler moved to approve the Code Enforcement Officer's reports. Mr. Cheek seconded the motion. MOTION CARRIED.

### ENGINEER

The Secretary read the Engineer's reports for July and August. Mr. Kepler moved to approve the reports. Mr. Cheek seconded the motion. MOTION CARRIED.

### REGIONAL ACT 537 PLAN

Mr. Bob Yeatman thanked the Board for adopting the ordinances. He reported that Ed Lennex was working on all of the information he received and hoped to have enough by the end of September to have a Board Committee meeting. Then they would have one with the municipalities in early October and go from there.

Mr. Kepler said that the Township submitted its cost estimate and all other requested information; East Nottingham adopted their ordinances, so what's the hold up? Mr. Yeatman said that West Nottingham is going to do their own Act 537 plan for their area that's not being sewered. The only part of their plan that will be in the OASA 537 plan will be the "Village" that is going to be sewered someday.

Mr. Kepler reported that the Lincoln Village sewer project was going well. The gravity lines, pump station, and force main are all complete. Electric should be hooked up on September 24<sup>th</sup>. There was some discussion about the Lincoln Village and the actual tie in to the sewer plant and costs to the residents.

Mr. Kepler moved to approve Mr. Yeatman's report. Mr. Cheek seconded the motion. MOTION CARRIED.

### ROADMASTER

The Secretary read the Roadmaster's Report for August. Mr. Kepler moved to approve the Roadmaster's Report. Mr. Cheek seconded the motion. MOTION CARRIED.

### REGIONAL RECREATIONAL AUTHORITY

Mr. Lee Towner was absent. Marcella Peyre-Ferry, another member of the OARA, was present in the audience and reported that not many people were at the last meeting. There were no new details to discuss. Mr. Kepler moved to approve the report. Mr. Cheek seconded the motion. MOTION CARRIED.

### OLD BUSINESS

**Open Space Preservation** – n/a

**Comprehensive Plan** – Mr. Hershey reported that the last meeting went really well. Mr. Brown reported that there was more discussion than usual and some of the issues will most likely be revisited in the future months. He hopes that the committee will be able to find language that everyone agrees with.

**Lincoln Village Sewer** – Mr. Kepler moved to approve the payment request #5 from Tru-Line Contractors in the amount of \$52,443.98 as recommended by the Engineer. Mr. Cheek seconded the motion. MOTION CARRIED.

### NEW BUSINESS

**Trash Day** – Mr. Kepler moved to authorize the advertising on Fall Trash Days for Friday, September 26 from 7:00 am until 3:00 pm and Saturday, September 27 from 7:00 am until Noon. Mr. Cheek seconded the motion. MOTION CARRIED.

### OTHER BUSINESS

**Proposed Polling Place change** - Mr. Kepler reported that County Commissioner, Terrence Farrell, had contacted him regarding a petition from the Democratic Committee to move the polling place from the Lincoln Community Building to the Lincoln University Campus. The petition stated three reasons: 1. Not enough lighting, 2. The ramp is not ADA compliant and 3. Not enough parking. Mr. Kepler stated that a hearing will be held. The Supervisors voted unanimously to do whatever is necessary to keep the polling place at the Community Building. The Supervisors agreed that they would put up more lighting on the Community Building, upgrade the ramp to make it ADA compliant, and close Walnut Street to one lane for parking. Mr. Kepler said that he would meet with Mr. Farrell on Monday morning.

**Phone Call** - Mr. Kepler announced that he had received a phone call asking if the Township would be interested in joining forces with a developer and the Chester Water Authority to run a water line to service the Route 10 corridor. Mr. Kepler said that he asked for something in writing and had not received anything yet.

### **PUBLIC COMMENTS**

**Jay Stout** – Said that he agreed with the Supervisors 100% in keeping the polling place at the Community Center. He felt that by moving the polling place to the University campus it would create more problems. He feels that the Township should do the proper upgrades to the Community Building to keep the polling place there.

**Alice Cullen** – Asked if the reason they wanted to move the polling place is for the students to vote? She said the students can walk or drive or take a bus. She supported the Supervisors in their decision to fix the building. She said that the University Campus is too intimidating.

**Johnny Williams** – Said he is in favor of keeping the polling place in the Lincoln Community Building.

**Joel Brown** - Opposed the moving of the polling place to the University Campus.

Mr. Kepler moved to adjourn the meeting at 8:35 p.m. Mr. Cheek 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