

# Lower Oxford Township

## Board of Supervisors Meeting Minutes

### April 13, 2011

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, April 13, 2011.

**The following were in Attendance:** Chairman Kenneth L. Hershey, Vice Chairman W. Ronald Kepler, Supervisor W. Ralph Cheek, Codes Enforcement Officer Deborah Kinney, Roadmaster Steve Price, Building Inspector Scott Moran, Secretary/Treasurer Sara Laganelli, and eleven guests.

#### 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 a moment of silence.

#### PUBLIC COMMENT CONCERNING ITEMS ON THE AGENDA

None.

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

Larry Maulo, CPA – Mr. Maulo reported that the annual municipal audit and financial report had been prepared. The independent accountant opinion is clean. They found the records to be in order and well documented. Mr. Cheek moved to accept the audit report. Mr. Kepler seconded the motion. MOTION CARRIED.

#### APPROVAL OF THE MINUTES

Mr. Kepler moved to approve the minutes for the regular meeting on March 9<sup>TH</sup>. Mr. Cheek seconded the motion. MOTION CARRIED.

#### TREASURER'S REPORTS

**Presentation of Bills** – Mr. Kepler moved to approve and pay the bills; totaling \$48,735.09 for General Fund and \$4,528.49 for Open Space Revenue Fund. Mr. Cheek seconded the motion. MOTION CARRIED.

**Fiduciary Refunds** – Mr. Cheek moved to transfer \$164.40 from the listed escrow sub-account to the Master Escrow account to reimburse for engineering fees. Mr. Kepler seconded the motion. MOTION CARRIED.

#### CORRESPONDENCE

- ✓ Letter from PECO regarding a change in payment due dates.
- ✓ PSATS News Bulletin for February-March 2011.
- ✓ State Police incident statistics for March.
- ✓ Letter from U.S. Dept. of Commerce regarding the 2010 Census Count Question Resolution Program.
- ✓ Letter from CCPC with the County Transportation Improvements Inventory update for 2011.
- ✓ Invitation to the Re-Dedication Ceremony for the PA State Police Avondale Station.
- ✓ The 2010 Water Quality Report from Chester Water Authority.
- ✓ The 2011 Proposed PSATS Resolutions for the convention.
- ✓ Copy of the Superintendent report to the Oxford Area School Board of Directors dated March 15, 2011.
- ✓ Invitation to a meeting with the Officers of the Union Fire Co. and Ambulance Division on April 20<sup>th</sup> at 7:00 p.m.
- ✓ 2011 Grant Application Invitation for the E. Kneale Dockstader Foundation scholarships.
- ✓ Union Fire Co. No. 1 incident listing for February.

## **BUILDING INSPECTOR**

Mr. Scott Moran reported that he had two plan reviews, thirteen regular inspections, and one consultation for the month of March. Mr. Kepler moved to approve the Building Inspector's Report. Mr. Cheek seconded the motion. MOTION CARRIED.

## **CODES ENFORCEMENT OFFICER**

Mrs. Kinney read the Building Permits & Zoning Violations Reports for March. She issued five building permits and one certificate of occupancy. The Mazepink property has outstanding violations. Mr. Kepler reported that PA DEP and Chester County Soil Conservation met him at the property this morning. He is waiting on a report from them as to what violations they found.

**Subdivisions & Land Development Plans** – Mrs. Kinney said she received an extension letter from H. Taylor Wilson.

The Planning Commission is working on the Solar Ordinance; they made changes at the April 28<sup>th</sup> meeting.

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

## **ENGINEER**

The Secretary read the Engineer's report for March. Mr. Cheek moved to approve the Engineer's report. Mr. Kepler seconded the motion. MOTION CARRIED.

## **REGIONAL ACT 537 PLAN**

Mr. Bob Yeatman gave his report for the month of March. He said there was not much new on the Act 537 plan to report. It is still in DEP's hands. There was a meeting with Ed Lennex and the Engineer's to go over questions and resolved what they could. The loan from Fulton Bank is still being worked on to get an agreement they can accept. They are pursuing other avenues for interim financing. He said they don't want to go out to bid until they have the commitment letter for the interim financing. The bid packets are ready to go. There was much discussion and all agreed the process is frustrating. Mr. Kepler moved to approve Mr. Yeatman's report. Mr. Cheek seconded the motion. MOTION CARRIED.

## **ROADMASTER**

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

## **REGIONAL RECREATIONAL AUTHORITY**

Mr. Tony derKinderen reported that the DCNR did an inspection on Phase I of the project. In order to get more grant money, Phase I must be complete and pass their inspection. They found a few things that needed to be addressed: signs on the road saying there is a park in 200 feet and 50% of the picnic tables must be handicap accessible. The park grand opening is scheduled for May 10<sup>th</sup> at 1:00 p.m. Mr. Kepler moved to accept the OARA report. Mr. Cheek seconded the motion. MOTION CARRIED.

Mr. Kepler moved to adopt Resolution 2011-I-14 consenting to the joinder of West Nottingham Township as a member of the Oxford Area Recreational Authority. Mr. Cheek seconded the motion. MOTION CARRIED.

## **HISTORICAL COMMISSION**

Mr. Jay Eaton reported that they are getting photos back. He gave the board members handouts of some photos and information they have worked on recently. Mr. Eaton said that Mrs. Teri Dignazio had compiled a report and photos about the history of Jumping Fox Farm. Mr. Kepler moved to approve the Historic Commission report. Mr. Cheek seconded the motion. MOTION CARRIED.

## OLD BUSINESS

**Open Space Preservation** – n/a

**Comprehensive Plan** – Mr. Joel Brown reported that on April 6<sup>th</sup> the committee met and continued review of the plan chapters covering the Community Facilities and Services. The next meeting is April 27<sup>th</sup> when they will review the introduction and Community Profile Chapter. On May 25<sup>th</sup> they are scheduled to review Land Use & Housing. Mr. Brown said they hope to be done by this fall. Mr. Kepler moved to approve the Comprehensive Plan report. Mr. Cheek seconded the motion. MOTION CARRIED.

**Lincoln Village Sewer** – Mr. Kepler reported that seventeen property owners had permits but did not hook-up yet; fifteen property owners had not applied for a permit. One resident completed their connection last week and another was scheduled for this week, but had a rain delay. Mr. Hershey moved to accept the report. Mr. Cheek seconded the motion. MOTION CARRIED.

## NEW BUSINESS

**Oxford Little League** – The little league sent a letter requesting the use of Benard Park along with a Certificate of Insurance. Mr. Cheek moved to approve the use of Benard Park baseball field by the Oxford Little League. Mr. Kepler seconded the motion. MOTION CARRIED.

**Blanket Bond** – Mr. Kepler moved to authorize the Secretary to get a quote for a blanket bond and computer fraud/funds transfer fraud coverage as recommended by the CPA and insurance agent. Mr. Cheek seconded the motion. MOTION CARRIED.

**Ordinance I-2011: Use of Public Sewers required** – Mr. Cheek moved to adopt Ordinance I-2011 establishing sewer connection and use regulations for Lower Oxford Township and establishing the Oxford Area Sewer Authority as agent for the purpose of implementation of certain ordinance requirements. Mr. Kepler seconded the motion. MOTION CARRIED.

**Oxford Bicycle Road Race** – Mr. Hershey moved to approve the Oxford Bicycle Road race which is to be held in Upper Oxford and will travel on approximately one mile of road in Lower Oxford on May 21<sup>st</sup>. Mr. Cheek seconded the motion. MOTION CARRIED.

**Zoning Ordinance Amendment** – Mr. Hershey said that the Attorney General has agreed to withdrawal the lawsuit when this amendment is approved. Mr. Cheek moved to authorize the Solicitor to send the proposed Zoning Ordinance amendment to the Chester County and Lower Oxford Township Planning Commissions for comment. Mr. Hershey seconded the motion. MOTION CARRIED.

**Amendment to Ordinance 2009-4: Lincoln Village Sewer Moratorium** – Mr. Kepler moved to adopt Resolution 2-2011 for an amendment to Ordinance 2009-4, which establishes a sewer moratorium in Lincoln Village until all existing houses are connected to the public sewer. There was some discussion. Mr. Cheek seconded the motion. MOTION CARRIED.

## OTHER BUSINESS

None.

## PUBLIC COMMENTS

**Ms. Joanne Grakoff** – Asked Mr. Cheek about being warned about dust and mud in the roads for the Oxford Commons project. Also questioned the .5% Earned Income Tax for Open Space Preservation and the County's funds and wondered if we were running out of land to preserve.

## ROAD PROJECT BIDS OPENING

Mr. Kepler opened the bids for the 2011 Road Project. Mr. Kepler moved to award the paving equipment bid to Long's Asphalt, Inc. Mr. Cheek seconded the motion. MOTION CARRIED.

Mr. Kepler moved to award the diesel & heating oil bid to Alger Oil, Inc. Mr. Cheek seconded the motion. MOTION CARRIED.

Mr. Kepler moved to award the stone bid to Independence Construction Materials, Inc. Mr. Cheek seconded the motion. MOTION CARRIED.

Mr. Kepler moved to award the seal coat-in-place bid to Asphalt Industries, Inc. Mr. Cheek seconded the motion. MOTION CARRIED.

Mr. Kepler moved to award the asphalt bid to Pennsy Supply, Inc. Mr. Cheek seconded the motion. MOTION CARRIED.

Mr. Kepler moved to adjourn the meeting at 8:40 p.m. and thanked everyone for attending. 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