

**Lower Oxford Township**  
**Board of Supervisors Meeting Minutes**  
**October 8, 2014**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, October 8, 2014.

**The following were in Attendance:** Chairman Kenneth L. Hershey, Vice Chairman W. Ronald Kepler, Supervisor Joel C. Brown, Codes Enforcement Officer Deborah Kinney, Secretary/Treasurer Sara Laganelli, Building Inspector Scott Moran and five 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.

**PUBLIC COMMENT CONCERNING ITEMS ON THE AGENDA**

None.

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

**Mr. Sam Boyd** – Boyd's Apartments, Boyd Lane – Mr. Boyd asked the Supervisor's about a recent notice he received regarding the requirement to connect his apartments to the public sewer line along Route 10.

**Mr. Bill Briegel** – Keystone Custom Homes – Mr. Briegel was at the meeting to discuss the Ballymeade project on Hall Road. He had submitted plans for a proposed aluminum plate arch instead of the three sided concrete culvert pipe for the project. The Township Engineer commented in a letter. Mr. Briegel was seeking guidance as to whether or not to pursue the plans with the aluminum plate arch culvert or not. Mr. Kepler noted that the Township only approved the plans from 2009 and they do not have the plans dated 2012 that Mr. Briegel referenced. Mr. Kepler also mentioned that the Township is still waiting on an approved bond from Keystone for this project. The Township Engineer has already done inspections and submitted bills to the Township. Mr. Briegel said to have the Treasurer email him a bill and he would have the Engineering fees paid.

**APPROVAL OF THE MINUTES**

Mr. Brown was absent from the August meeting. Mr. Kepler moved to approve the minutes for the regular meeting of August 13, 2014. Mr. Hershey seconded the motion. Mr. Brown abstained. MOTION CARRIED.

Mr. Kepler was absent from the September meeting. Mr. Brown moved to approve the minutes for the regular meeting of September 10, 2014. Mr. Hershey seconded the motion. Mr. Kepler abstained. MOTION CARRIED.

Mr. Kepler moved to approve the minutes for the Comprehensive Plan Hearing and Special Meeting on September 24, 2014. Mr. Brown seconded the motion. MOTION CARRIED.

Mr. Brown moved to approve the minutes for the Zoning Ordinance/Map Change Hearing and Special Meeting on September 24, 2014. Mr. Kepler seconded the motion. MOTION CARRIED.

**TREASURER'S REPORTS**

**Presentation of Bills** – Mr. Kepler moved to approve and pay the bills: totaling \$104,610.93 for General Fund, \$6,139.67 for Open Space Revenue Fund, and \$11,001.55 for State Fund. Mr. Brown seconded the motion. MOTION CARRIED.

## CORRESPONDENCE

- ✓ Announcement from Chester Water that they are sponsoring a dinner for Fire Marshals, Fire Chiefs, and Assistant Fire Chiefs on October 30, 2014.
- ✓ Chester County Historic Preservation Network's newsletter for October.
- ✓ OARA minutes from August along with a copy of the proposed 2015 Budget.
- ✓ Letter from Rep. John Lawrence regarding the open application period for the DCNR recreation and conservation grants.
- ✓ PSATS News Bulletin for September.
- ✓ 2015 Union Fire Co. No. 1 contract for the amount of \$52,956.17; an increase of \$400 from this year.
- ✓ PA State Police statistics report for September.
- ✓ Letter from Ed Lennex of the OASA regarding a verification request for the USDA loan.
- ✓ Information packet from the Chester County Tax Collection Committee.
- ✓ Chester Water newsletter for Fall 2014.
- ✓ PennDOT *Moving Forward* publication for Fall 2014.
- ✓ News Release from Chester County Solid Waste Authority regarding the Regional Household Hazardous Waste and Computer Collection on October 11<sup>th</sup> in West Chester.
- ✓ Letter inviting the Roadmaster to the Advisory Committee meeting for the Baltimore Pike Complete Street Plan on October 9<sup>th</sup> at the Kennett Township Building.
- ✓ Copy of the UCC L&I Audit performed on August 20<sup>th</sup>.
- ✓ Invitation to the Oxford Public Library Groundbreaking Ceremony on October 10<sup>th</sup> at 10:00 a.m.
- ✓ Union Fire Co. No. 1 incident report for August.

Mr. Kepler moved to accept the correspondence. Mr. Brown seconded the motion. MOTION CARRIED.

## BUILDING INSPECTOR

Mr. Scott Moran read the Building Inspector's report. There were two plan reviews and twenty-two regular inspections (one of which failed) for the month of September. Mr. Kepler moved to approve the Building Inspector's Report. Mr. Brown seconded the motion. MOTION CARRIED.

## CODES ENFORCEMENT OFFICER

Mrs. Kinney read the Building Permits & Zoning Violations Reports for September. She issued four residential building permits, one sign permit and one certificate of occupancy. Mrs. Kinney picked-up one non-permitted sign. She received a six month extension for the Dambro/Wyncote plans.

Mr. Hershey moved to adopt Resolution 2014-22 for the Reedville Ventures six month extension. Mr. Brown seconded the motion. MOTION CARRIED.

Mrs. Kinney reported that the Planning Commission's September 25<sup>th</sup> meeting was canceled.

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

## ENGINEER

The Secretary read the Engineer's report for September. Mr. Kepler reported that he and Mrs. Kinney intend to video tape the current conditions of Hall Road for documentation. Mr. Kepler moved to approve the Engineer's report. Mr. Brown seconded the motion. MOTION CARRIED.

## OASA Report

Mr. Bob Yeatman reported that the new treatment plant is moving along. However, Mr. Lennex has had problems with the contractor because there is no completion schedule and they are asking for extensions due to not being on time. The Sewer Authority is now using all spray fields since DEP approved them. Mr. Kepler moved to approve Mr. Yeatman's report. Mr. Brown seconded the motion. MOTION CARRIED.

## ROADMASTER

The Secretary read the Roadmaster's Report for September. Mr. Hershey moved to approve the Roadmaster's Report. Mr. Brown seconded the motion. MOTION CARRIED.

**REGIONAL RECREATIONAL AUTHORITY**

Mr. Yeatman asked Mr. Hershey if he is resigning from the Rec Authority. Mr. Hershey asked why they don't blacktop the parking lot and put in some playground equipment. Mr. Yeatman said that they are getting bids on the bridge next week. He said they decided there is not enough room for a dog park. They were able to plant some more trees thanks to a grant. Mr. Kepler moved to approve the report. Mr. Brown seconded the motion. MOTION CARRIED.

**HISTORICAL COMMISSION**

No report.

**EMERGENCY MANAGEMENT**

No report.

**OXFORD REGIONAL PLANNING COMMITTEE**

Mr. Brown reported that the Comp Plan was amended on September 24<sup>th</sup> by all municipalities except Oxford Borough because they did not have a quorum at the special meeting. Mr. Kepler seconded the motion. MOTION CARRIED.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**Trick-or-Treat** – Mr. Kepler moved to have Trick-or-Treat for Lower Oxford Township on Friday, October 31st from 6:00-8:00 p.m. (Same as Oxford Borough). Mr. Brown seconded the motion. MOTION CARRIED.

**Budget Meeting** –Mr. Kepler moved to set and advertise the Budget meeting for October 21 at 9:00 a.m. Mr. Brown seconded the motion. MOTION CARRIED.

**CPA for Audit** – Mr. Kepler moved to advertise that the Township intends to use a CPA to do the 2014 audit. Mr. Brown seconded the motion. MOTION CARRIED.

**Union Fire Co. No. 1 Contract 2015** – The total contract amount is \$52,956.17; an increase of \$400 from 2014. Mr. Kepler moved to accept and approve the Fire Contract for 2015 with the Union Fire Co. Mr. Brown seconded the motion. MOTION CARRIED.

**Nuisance Ordinance** – After some discussion, Mr. Kepler moved to authorize the Solicitor to write, advertise, and do whatever is necessary to update a nuisance ordinance for the Township. Mr. Brown seconded the motion. MOTION CARRIED.

**OTHER BUSINESS**

None.

**PUBLIC COMMENTS**

None.

Mr. Kepler thanked everyone for attending and moved to adjourn the meeting at 8:38 p.m. Mr. Brown 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