

Lower Oxford Township
Board of Supervisors Meeting Minutes
December 9, 2015

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, December 9, 2015.

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, and four guests.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mr. Hershey 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. Kepler moved to approve the minutes for the Regular Board meeting of November 11, 2015, and the Special Joint meeting on November 12, 2015. Mr. Brown seconded the motion. MOTION CARRIED.

TREASURER'S REPORTS

Presentation of Bills – Mr. Kepler moved to approve and pay the bills: totaling \$52,988.36 for General Fund, \$2,691.76 for Open Space Revenue Fund. Mr. Brown seconded the motion. MOTION CARRIED.

Escrow Transfers – Mr. Kepler moved to transfer \$2,538.17 from the three listed escrow subaccounts to the Master Escrow account for reimbursement of engineering fees. Mr. Brown seconded the motion. MOTION CARRIED.

Budget Deviations – Mr. Brown moved to adopt Resolution # 2015-14 for General Fund budget deviations totaling \$9,839.60. Mr. Kepler seconded the motion. MOTION CARRIED.

CORRESPONDENCE

- ✓ PIRMA revised legal defense and claim payment agreement and IGC appendix.
- ✓ Meeting minutes for the Oxford Area Recreation Authority's meeting on October 15, 2015.
- ✓ Notice from Chester Water Authority of a test of the Emergency Action Plan for the Pine Grove dam on Friday, December 11th.
- ✓ SCCEMS Medic 94 monthly municipal report for November.
- ✓ Letter from PECO regarding the changes in how they will process payments for permit applications.

- ✓ Union Fire Co. No. 1 incident listing for October.
- ✓ Meeting agenda and supporting documents for the annual meeting of the Chester County Tax Collection Committee held on November 10th.
- ✓ Public Information Release Report from the PA State Police regarding free Child Safety Seat Install/Check-up events.
- ✓ PA State Police statistics report for October.
- ✓ PSATS News Bulletin for September/October 2015.
- ✓ *The Secretary contacted Senator Dinniman and Representative Lawrence and encouraged them to support the House Bill 347 which would require health insurance companies to pay claims for emergency medical services directly to EMS agencies.*

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

BUILDING INSPECTOR

The Secretary read the Building Inspector's report. There were ten (10) plan reviews and seventy-one (71) regular inspections (two of which failed) for the month of November. 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 November. She issued six (6) residential building permits, two (2) commercial permits, one (1) Use & Occupancy, two (2) sign permits, and one (1) driveway permit. There are two stormwater management violations still pending – one for 350 Calvary Road and one for 120 Fairview Road.

Subdivisions – Shoppes at Lower Oxford - Mr. Kepler moved to adopt Resolution 2015-15 for the Shoppes at Lower Oxford's 365 day extension to the final plan approval. Mr. Hershey seconded the motion. Mr. Brown abstained from voting. MOTION CARRIED.

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 November. Mr. Brown moved to approve the Engineer's report. Mr. Kepler seconded the motion. MOTION CARRIED.

OASA Report

Mr. Bob Yeatman reported that the new treatment plant was running well. They will be changing the old treatment lagoon into storage. In order to make that transition and save money, they are going to slowly stir-up the bottom over time and treat it rather than dredging. Mr. Kepler added that he just got word that the County is giving the OASA a grant in the amount of \$631,000 to upgrade the 6th Street pump station. 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 November. Mr. Kepler moved to approve the Roadmaster's Report. Mr. Brown seconded the motion. MOTION CARRIED.

REGIONAL RECREATIONAL AUTHORITY

Mr. Yeatman reported that they are still talking about the idea of a natural playground down at the Oaks Road property where they built the bridge. They are always still talking about a dog park and tot lot. Mr. Yeatman is working on fixing the flag pole light. 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

No meeting to report on.

OLD BUSINESS

Lincoln Village Sewer Delinquent Accounts – Mr. Kepler moved to authorize the Solicitor to take the following property owners to Judge Massey for collection of the delinquent sewer tapping fees: Cruz, Jones, White, Prigg, Draper-Thomas, and Millette. Mr. Brown seconded the motion. MOTION CARRIED.

2016 SPCA Contract – Mr. Kepler moved to not sign a contract with the SPCA and that the Township sign a contact with LaMancha in the amount of \$1,500.00 for 2016. Mr. Brown seconded the motion. MOTION CARRIED.

2016 Fire and Ambulance Contracts from Union Fire Co. No. 1 – The Secretary reported that after the special meeting, the Township received a revised Fire contract that included the paragraph that said a member from the Township will be on the committee to purchase new apparatus. Mr. Brown said he would like the Fire Company and Ambulance division to commit to a couple of things before he signs the contract. Mr. Hershey said he would be in favor of paying the contract in monthly or quarterly installments. Mr. Kepler moved to table the contract until the January 2016 meeting. The Supervisors asked the Secretary to write a letter requesting commitment to 1. A Committee that meets at least four times per year to discuss the Ambulance division finances; and 2. Financial statements given to the Township as well as an audit report on a more timely basis. Mr. Brown seconded the motion. MOTION CARRIED.

NEW BUSINESS

2016 Proposed Budgets – Mr. Hershey moved to approve and adopt the 2016 Budgets for General, State, Open Space Revenue, and Sewer Funds. The 2016 Real Estate Millage Rate will remain .25 mills. Mr. Brown seconded the motion. MOTION CARRIED.

Pension MMO for 2016 – Mr. Kepler moved to approve the 2016 Pension contribution in the amount of \$9,534.00. Mr. Brown seconded the motion. MOTION CARRIED.

CPA – Mr. Brown moved to appoint Maulo & Company, Ltd. as the CPA for the 2015 Audit for a fee amount of \$7,950.00. Mr. Kepler seconded the motion. MOTION CARRIED.

Zoning Amendment - Mr. Hershey said that the Township received a request to review the allowable uses in the C-I district from Brian Nagle. The Supervisors are considering adding Nursing, Rest, or Retirement Homes; Medical Residential Campus; and Commercial Recreational Facilities to the C-I. Mr. Kepler moved to send these proposed changes to the Township Planning Commission for review and comment. Mr. Hershey seconded the motion. Mr. Brown abstained. MOTION CARRIED.

OTHER BUSINESS

The Township received notice that Lawrence M. Smith won the election by write-in votes to be an elected auditor. The Secretary will send him a letter as he will need to take the Oath of Office.

Mr. Kepler moved to send a letter to Woodstone, dba Wyncote Holdings, requesting a 20% increase in the letter of credit/bond. Mr. Brown seconded the motion. MOTION CARRIED.

Mr. Kepler moved to accept with regret, Mr. Bob Yeatman's resignations from the Oxford Area Sewer Authority and the Oxford Area Recreational Authority, effective December 31, 2015. Mr. Kepler thanked Mr. Yeatman for his 18 years of service to the Township. Mr. Brown seconded the motion. MOTION CARRIED.

Mr. Kepler said that the Engineer finished drawings for part of the sewer line on the east side of Route 10. Mr. Kepler moved to move forward with the project by getting phone quotes for the installation and boring of the sewer line. Mr. Brown seconded the motion. MOTION CARRIED.

PUBLIC COMMENTS

Mr. Johnny Williams – Asked if Golder had permits for all of the repairs they were doing the house they just purchased. He also mentioned that they were burning building materials on Thanksgiving Day.

Mr. Kepler moved to adjourn the meeting at 8:00 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