

**Lower Oxford Township**  
**Board of Supervisors Meeting Minutes**  
**April 8, 2015**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, April 8, 2015.

**The following were in Attendance:** Chairman Kenneth L. Hershey, Vice Chairman W. Ronald Kepler, Supervisor Joel C. Brown, Codes Enforcement Officer Deborah Kinney, Building Inspector Scott Moran, 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 & 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**

**Larry Maulo, CPA** – Mr. Maulo reported that he had finished conducting the 2014 Audit. He presented the Supervisors with a draft Financial Audit Report that would be filed with DCED. He said that it was a clean financial, the Township stayed within the budget. The audit went well as planned.

**Edwin Stillman, III – 145 Bedford Way:** Mr. Stillman was seeking a home occupation permit for his Civil Designer services. He will be working on his own from his home. He will occupy only 8% of his total square footage for his office. There will be no signs, traffic, or employees. Mr. Kepler moved to grant the Home Occupation to Mr. Stillman at 145 Bedford Way. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

**Dawn Stiner & Mike Ironside – 140 Scroggy Rd.:** Ms. Stiner and Mr. Ironside were seeking a home occupation permit for glass etching and woodworking in their home. They will utilize 1/16 of the total square footage. It will just be the two of them working on their projects. They will not have any noise, odor, or people. Mr. Kepler moved to approve the home occupation to Ms. Stiner and Mr. Ironside at 140 Scroggy Rd. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

**APPROVAL OF THE MINUTES**

Mr. Brown moved to approve the minutes for the regular meeting on March 11, 2015. Mr. Kepler seconded the motion. MOTION CARRIED.

**TREASURER'S REPORTS**

**Presentation of Bills** – Mr. Kepler moved to approve and pay the bills: totaling \$44,346.26 for General Fund and \$13,451.38 for Open Space Revenue Fund (including the second payment for McCummings' Ag Easement). Mr. Brown seconded the motion. MOTION CARRIED.

**Fiduciary Transfers** – Mr. Kepler moved to transfer \$2,158.81 from the three listed escrow subaccounts to the master escrow account for reimbursement of engineering fees. Mr. Brown seconded the motion. MOTION CARRIED.

## CORRESPONDENCE

- ✓ PA State Police Statistics reports for February and March.
- ✓ PSATS Youth Award Contest information.
- ✓ Invitation to the Union Fire Co. No. I informative meeting on April 29<sup>th</sup> in the Banquet Hall.
- ✓ Memo from the Chester County Tax Collection Committee with updates.
- ✓ 2015 proposed resolutions from PSATS for the convention.
- ✓ Union Fire Co. No. I incident listing for February.
- ✓ Letter from PIRMA regarding the liability loss control review and visit in which they had no recommendations.
- ✓ Letter from PECO regarding upcoming electric equipment inspections in our area.
- ✓ PSATS News Bulletin for March.
- ✓ Draft meeting minutes from OxREM's February and March meetings.
- ✓ Oxford Area Sewer Authority Annual Financial Report for years ended September 2013 and 2014.
- ✓ Copy of a Compliance Notice sent to Keystone for the Ballymeade subdivision from Chester County Conservation District.
- ✓ Copy of a letter that Rep. John Lawrence sent to Governor Wolf regarding PennDOT and the unprecedented pothole situation.

Mr. Kepler will attend the Fire Company meeting. Mr. Brown asked about the CCTCC information. Mr. Hershey questioned the letter from Rep. John Lawrence to PennDOT.

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

## BUILDING INSPECTOR

Mr. Scott Moran read the Building Inspector's reports for February and March. There were three plan reviews and sixteen regular inspections, one of which failed. Mr. Brown moved to approve the Building Inspector's Report.

Mr. Kepler seconded the motion. MOTION CARRIED.

## CODES ENFORCEMENT OFFICER

Mrs. Kinney read the Building Permits & Zoning Violations Reports for March. She issued three residential building permits and one Use & Occupancy permit. There is an outstanding violation for 236 Ashmun Ave. The hole where the house was is still unsecure and unsafe. The Supervisors asked Scott Moran to go out and inspect and let the owner know what needs to be done.

Mr. Hershey moved to adopt Resolution 2015-07 for a one year extension to the Reedville Ventures final plan approval. Mr. Kepler seconded the motion. MOTION CARRIED.

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

## ENGINEER

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

## OASA Report

No report.

## ROADMASTER

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

## REGIONAL RECREATIONAL AUTHORITY

No report.

### HISTORICAL COMMISSION

Mr. Jay Eaton reported that he was asked by Mr. Kepler about the use of the Lincoln Building. He has reached out to Carol Black and Darien White. They will be using part of the new library to hold archives with information from the public. Mr. Kepler moved to approve the Historic Commission report. Mr. Brown seconded the motion. MOTION CARRIED.

### EMERGENCY MANAGEMENT

No report.

### OXFORD REGIONAL PLANNING COMMITTEE

Mr. Brown reported that the next meeting will be held April 22<sup>nd</sup>. Mr. Hershey moved to approve the report. Mr. Kepler seconded the motion. MOTION CARRIED.

### OLD BUSINESS

**Lincoln Community Center** – Mr. Moran reported that he inspected the roof. There are some spots that are buckling. He recommends tearing the old roof off, nailing down the boards, and putting new asphalt shingles on. Mr. Hershey asked about putting a metal roof. There may be weight issues. No decision was made.

### NEW BUSINESS

**2015 Road Project** – Mr. Hershey moved to advertise the bids for the 2015 road project to be opened at the May 13<sup>th</sup> meeting at 8:00 p.m. Mr. Brown seconded the motion. MOTION CARRIED.

**Open Space – Brown Partnership 14.70 acres** – Mr. Kepler moved to approve and sign, contingent upon the Solicitor's approval, the Ag Preservation agreement of sale and funding agreement for the Brown Partnership 14.7 acres on Duck Farm Road. The Township's share of 45% is \$42,662.90 plus settlement costs to be shared with the County. Mr. Hershey seconded the motion. Mr. Brown abstained. MOTION CARRIED.

### OTHER BUSINESS

**Ashmun Ave. Traffic Complaint** – The Township received an email complaining about vehicles exiting Lincoln Campus onto Ashmun Ave. and failing to stop at the stop sign. The Supervisors asked the Secretary to send a copy of the email to the Lincoln Chief of Police along with a letter of concern.

**Lincoln University Lights** – Mr. Brown said that the lights at the Lincoln Stadium are on a few nights a week. The Township has been in communication with the Physical Plant Managers in the past. The Township was promised that there would be screening planted at the corner of Baltimore Pike and Elkdale Road. This has not happened. The lights need to be addressed, as they cause a glare to drivers turning onto Elkdale Road at night. The Secretary was asked to send a letter to the Lincoln University's acting President regarding the lights.

### PUBLIC COMMENTS

None.

Mr. Kepler thanked everyone for attending and moved to adjourn the meeting at 8:11 p.m. Mr. Brown seconded the motion. MOTION CARRIED.

Respectfully Submitted,

Sara B. Laganelli  
Secretary/Treasurer

Note: Copies of all reports mentioned are available at the Lower Oxford Township Building, 220 Township Road, Oxford, PA.