

# Lower Oxford Township

## Board of Supervisors Meeting Minutes

### October 12, 2016

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, October 12, 2016.

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

None

#### **APPROVAL OF THE MINUTES**

Mr. Kepler moved to approve the minutes of the regular Supervisor's Board meeting on September 14<sup>th</sup> and the Special Meeting on September 28<sup>th</sup>. Mr. Brown seconded the motion. MOTION CARRIED.

#### **TREASURER'S REPORTS**

**Presentation of Bills** – Mr. Kepler moved to approve and pay the bills totaling \$66,193.88 for General Fund and \$3,309.75 for the Open Space Revenue Fund. Mr. Brown seconded the motion. MOTION CARRIED.

**Budget Deviations** – Mr. Kepler moved to adopt Resolution 2016-23 for the 2016 General Fund Budget deviations totaling \$36,213.00. Mr. Brown seconded the motion. MOTION CARRIED.

#### **CORRESPONDENCE**

- ✓ Letter from the PA Dept. of Conservation and Natural Resources with grant program information.
- ✓ SCCEMS Medic 94 monthly municipal report for September 2016.
- ✓ ORPC meeting report for September 28<sup>th</sup>.
- ✓ Information from the Chester County Tax Collection Committee agenda for the November 15, 2016 upcoming meeting.
- ✓ Letter from DEP announcing our Act 101 Recycling Program Performance Grant from 2014 in the amount of \$2,539.00.
- ✓ Copy of a request to PennDOT to allow a still photo shoot on the Pine Grove Covered Bridge.
- ✓ Draft meeting minutes from the OXREM August meeting.
- ✓ Union Fire Co. No. 1 incident listing 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 four (4) plan reviews and nineteen (19) regular inspections (two 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 (4) residential building permits, one (1) commercial permit, one (1) Certificate of Occupancy, and one (1) driveway permit. Mrs. Kinney reported that there were no new zoning violations.

Mrs. Kinney said that the Planning Commission meeting scheduled for September 22<sup>nd</sup> was canceled.

Mrs. Kinney reported that she received a 6 month extension from the Dambro/Wyncote LDP. She noted that the Bombay LDP is waiting on Ed Fisher to approve their cost estimates.

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 September. The Township Engineer also submitted a proposal for the MS4 stormwater mapping. Option 1 was \$6,530 to map just the required MS4 area of the Township. Option 2 was \$19,835 to map the entire Township. Mr. Brown moved to authorize Light-Heigel and Associates to map the entire Township's stormwater facilities for a fee of \$19,835.00. Mr. Kepler seconded the motion. MOTION CARRIED.

## OASA Report

Mr. Brown reported that two (2) separate committees had been formed. The first committee was created by the member municipalities to look at the long term solutions for the Oxford Area Sewer Authority. The second committee was created by the OASA to investigate selling EDU's to solve the short term debt problems.

There was much discussion. Mr. Hershey expressed that he was not in favor of giving any money to the OASA until they fired Ed Lennex. Mr. Kepler asked who would oversee the sewer authority if they fired the Executive Director. Mr. Brown said that Ed Lennex wears too many hats and needs more help. Ms. Murphy asked if the committee that was formed could step in to oversee the sewer authority if Mr. Lennex was gone. Mr. Robert McMahon said that he was recently appointed to the OASA Board and is concerned that there is no reserve fund so if they were to need any major repairs to the system, there are going to be problems because there is no money to pay for it. He also reported that he had the opportunity to tour the plant and the three operators are doing a great job.

Mr. Brown reported that the committee would like a commitment from all the participating municipalities to purchase EDU's to give the OASA the money they need to cover the USDA payments. The cost per EDU is \$4,915.00. The municipalities would be able to resell those EDU's. Mr. Kepler said that if the feds come down on us, we are responsibility for 16% of the USDA loan. He felt that buying EDU's will give us something in our hand rather than just paying our share of the debt and getting nothing for it. Mr. Brown reported that the Oxford Borough Council discussed this at their last meeting and tabled it. He said that everyone has lost faith in Ed Lennex. Mr. Brown said that they would need to have an intergovernmental agreement with the terms and that a trust account would be set up so that the money goes directly to the USDA and not the OASA.

Mr. Kepler moved that if the Oxford Borough, East Nottingham, and West Nottingham all agree to participate in buying EDU's from the OASA with an acceptable intergovernmental agreement, then Lower Oxford would purchase up to 129 EDU's, but everyone has to agree and participate. Mr. Brown seconded the motion.

MOTION CARRIED.

Mr. Kepler moved to authorize the Township Solicitor to attend meetings with the USDA to discuss the OASA loan debt. Mr. Brown seconded. MOTION CARRIED.

Mr. Brown said that the OASA Study Committee would like to know if we support spending up to \$5,000 to have an independent accountant to do 12 months' worth of monthly financial reports for the OASA that are accurate and comprehensible. East Nottingham has approved this. Mr. Kepler moved to approve as long as all participating municipalities agreed as well. Mr. Brown seconded the motion. MOTION CARRIED.

Mr. Hershey said that he supports the Oxford Borough's call for Ed Lennex to resign. Mr. Kepler suggested we send a letter to the OASA that we are not happy with the Executive Director. Mr. Brown said that he has a vote of no confidence in Ed Lennex.

## ROADMASTER

The Secretary read the Roadmaster's Report for September. Mr. Kepler explained that the developer in Wyncote, Woodstone Homes, is going to pave Austin Drive and Essex Court, but it's too late in the year to add them to the Liquid Fuels map. So they asked if the Township would plow snow on those roads this winter if they paid the amount we would get from Liquid Fuels. Mr. Kepler did the calculations and the equivalent amount would be \$3,000. Mr. Brown moved to approve the winter maintenance of Austin Drive and Essex Court if Woodstone Homes pays the Township \$3,000.00. Mr. Kepler seconded the motion. MOTION CARRIED.

## REGIONAL RECREATIONAL AUTHORITY

Mr. Hershey reported that this weekend October 14 and 15, they are having a Haunted Park event from 6:30 p.m. until 10:00 p.m. There will be haunted hayrides, food trucks, and fun for the whole family. Mr. Kepler moved to approve the report. Mr. Brown seconded the motion. MOTION CARRIED.

## HISTORICAL COMMISSION

Mr. Jay Eaton explained that he is working on a few projects. The first is the Girl Scout Camp Tweedale. Chester Water Authority recently purchased the property. Mr. Eaton took photograph of the property and will produce a photo document for historical purposes. The second is the Mt. Calvary Cemetery in which restoration and preservation is in progress. There are 109 headstones and at least 13 civil war veterans are among them. The third project is something that has been in the works for some time now. They are trying to create a Heritage Center at Lincoln University. They intend to restore the Amos House for this.

Mr. Eaton presented the Supervisors with a print of the Tweedale Farmhouse by A. D. Haynes. He also shared with them two very old text books: one was from the Lower Oxford School District and the other was from the Hopewell School Board.

Mr. Kepler moved to approve Mr. Eaton's report and thanked him very much for his work. Mr. Brown seconded the motion. MOTION CARRIED.

## EMERGENCY MANAGEMENT

Mr. Kepler reported that he attended a couple meetings as EMS and helped the Secretary file the required reports. Now PEMA gave the Township over \$17,000 to cover the costs of the blizzard in January. Mr. Brown moved to approve the report. Mr. Hershey seconded the motion. MOTION CARRIED.

## OXFORD REGIONAL PLANNING COMMITTEE

Mr. Brown reported that all of municipalities agreed to support the Brandywine Conservancy's grant applications for the MS4 work. He said that David Ross is a professor at Bryn Mawr College and offered to have his students do projects to help with the MS4. Ms. Murphy said that one of the project suggestions was to do a brochure to send out to the public. Mr. Brown moved to have the Secretary contact David Ross to work with the students on such a project. 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 Monday, October 31<sup>st</sup> 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 Oct. 27<sup>th</sup> at 9:00 am. 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 2016 audit. Mr. Brown seconded the motion. MOTION CARRIED.

**Ag Security Addition** – Mr. Kepler moved to adopt Resolution 2016-24 for the addition to Ag Security: Dennis Breckbill, Parcel 56-4-8, 37.82 acres, 411 Pennsgrove Road; and have it recorded at the County. Mr. Brown seconded the motion. MOTION CARRIED.

### OTHER BUSINESS

**Floodplain Ordinance revisions** – Mr. Kepler moved to notify the Solicitor that for the purpose of revising the floodplain ordinance she should use the following: the title of “Lower Oxford Township Floodplain Administrator”; the Penalty is Civil; and restrict that No building may take place in the floodplains. Mr. Brown seconded the motion. MOTION CARRIED.

Mr. Kepler said that when C-2 and C-3 moved, some of the uses fell through the cracks. He suggested that the Planning Commission take a look at the C-3 and include any missing uses for example: mini storage. Mr. Kepler moved to start the process and do some housekeeping to amend the zoning. Mr. Brown seconded the motion. MOTION CARRIED.

**Rebecca Ridge** – A resident on Toby Way complained that trucks are parking along the road and it’s difficult for them to back out of their driveway. Mr. Hershey moved to have the Code Enforcement Officer send a letter to all of the residents in Rebecca Ridge reminding them that you cannot park on the road. Mr. Brown seconded the motion. MOTION CARRIED.

### PUBLIC COMMENTS

**Mr. Jay Eaton** – Mentioned that there is a Art/History exhibit at the Oxford Arts Alliance beginning on October 21<sup>st</sup>.

**Mr. Kepler** – Told the Supervisors that coming up in a couple months they have the appointments for the Township Engineer and Solicitor. He expressed that both had a month or more to get him the easements and road opening permits needed to put the sewer line on route 10 to take care of commercial properties north of Sunoco and he still didn’t have the information he needed.

Mr. Kepler moved to adjourn the meeting at 8:51 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