

**Lower Oxford Township**  
**Board of Supervisors Meeting Minutes**  
**September 13, 2017**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, September 13, 2017.

**The following were in Attendance:** Vice Chairman, W. Ronald Kepler; Member; Joel C. Brown; Assistant Secretary/Treasurer & Zoning Officer, Deborah Kinney; and 5 guests. Chairman, Kenneth L. Hershey was absent.

**CALL TO ORDER**

Vice-Chairman, W. Ronald Kepler called the Regular Board of Supervisors meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

Mr. Kepler led the Pledge of Allegiance to the flag.

**PUBLIC COMMENT CONCERNING ITEMS ON THE AGENDA**

None.

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

None.

**APPROVAL OF THE MINUTES**

*Mr. Brown moved to approve the minutes for the Board of Supervisor's meeting held on August 9, 2017. Mr. Kepler seconded the motion. MOTION CARRIED.*

**TREASURER'S REPORTS**

**Presentation of Bills**

*Mr. Brown moved to approve and pay the bills totaling \$65,743.93. Mr. Kepler seconded the motion. MOTION CARRIED.*

**CORRESPONDENCE**

- ✓ Received a letter from the U.S. Census Bureau regarding the 2020 Census to assist in Local Update of Census Addresses Operation (LUCA) as mandated by the Census
- ✓ Received e-mail from JMF Underground, Inc., 841 W. Trindle Road, Mechanicsville, PA, promoting and advertising their horizontal drilling.
- ✓ Received letter from Chester Water Authority titled "*Chester Water Authority Distribution System Flushing*"
- ✓ Received PSATS News Bulletin for August 2017
- ✓ Received a letter from Arbor Consulting Group, Steven Zohn, regarding GPS technology for every tree in the community.
- ✓ Received e-mail from Bob Kent, PennDOT, regarding "*PennDOT to Begin Rehabilitation of Township Road Bridge Over U.S. 1 in Lower Oxford Township, Chester County*"
- ✓ Received e-mail from Cohen Law Group entitled "*HB 1620 Strips Municipalities of their Zoning Rights over Wireless Facilities*"
- ✓ Received Oxford Region Planning Committee meeting minutes of July 26, 2017.

- ✓ Received a flyer from Southeastern Pennsylvania Regional Task Force regarding "Southeastern Pennsylvania Regional Business Continuity Summit"
- ✓ Received e-mail invitation from Linda A. Farrelly, Chester County Library & District Center, for the Annual Legislative Breakfast, to be held Friday, September 8<sup>th</sup> from 7:30 a.m. until 9:00 a.m. at 450 Exton Square Pkwy, Exton, PA.
- ✓ Received e-mail from Nancy Fromnick, Chester County Recycling Coordinator, entitled "Household Hazardous Waste Collection"
- ✓ Received a flyer from Chester County Landscapes – Photo Contest "Putting a Face on Chester County – Photographing Chester County's greatest resource – Our People"
- ✓ Received e-mail from Chester County EOC regarding "Chester County Municipal Stormwater Summit & the FEMA Flood Resiliency Workshop"
- ✓ Received e-mail from Chester Water Authority Information Update
- ✓ Received e-mail from Jeanne Casner (CCHD) – ChesCo WalkWorks
- ✓ Received letter from Oxford Library thanking Lower Oxford Township for their continued investment and support.
- ✓ Received e-mail from SCCEMS regarding Monthly Municipal Report for September 2017
- ✓ Received e-mail from Chester County regarding Tree Vitalize Watersheds Grant Program 2018
- ✓ Chester Water Authority Information Update regarding "Water Wars" and "Chester Water Authority Resists Sale"
- ✓ PSATS News Bulletin for August 2017.
- ✓ PSATS The Emergency Manager – 2<sup>nd</sup> Quarter 2017
- ✓ E-mail from Candace Miller, East Nottingham Township regarding "Nottingham Country Fair & Color Fun Run"

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

#### **BUILDING INSPECTOR**

The Building Inspector, Scott Moran presented the following report: There were four (4) plan reviews and seven (7) regular residential inspections completed and twenty-four (24) commercial building inspections for the month of August 2017.

*Mr. Kepler moved to approve the Building Inspector's Report for August 2017. Mr. Brown seconded the motion. MOTION CARRIED.*

#### **CODE ENFORCEMENT OFFICER**

Mrs. Kinney read the Building Permits & Zoning Violations Reports for August 2017. She issued (3) three zoning permits; one (1) single event permit; zero (0) residential building permits; one (1) commercial permit; and one (1) driveway permit. There were two (2) new violations for weeds and one (1) new violation for chickens.

#### **SUBDIVISIONS & LAND DEVELOPMENT PLANS**

Mrs. Kinney stated that Landhope Realty submitted a letter dated September 9, 2017, granting the Board of Supervisors a ninety (90) day extension. The new extension will expire January 10, 2018.

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

#### **ENGINEER**

Mr. Kepler read the Engineer's report for July and August 2017.

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

### **OASA REPORT**

Mr. Kepler reported that the Oxford Area Sewer Authority is currently in the process of obtaining an appraisal on the building. He further stated that they have an appraisal on the property and plan to sell both by next year. They are continuing to provide information to prospective buyers of OASA. Mr. Kepler also stated that the Oxford Area Sewer Authority is conducting grease trap inspections and surcharge businesses who are discharging too much into the system.

*Mr. Brown moved to approve the OASA report. Mr. Kepler seconded the motion. MOTION CARRIED.*

### **OASA STUDY COMMITTEE REPORT**

Mr. Brown reported that the Oxford Area Sewer Study Committee did not have a meeting in August.

### **ROADMASTER**

Mr. Kepler presented the Roadmaster's Report.

*Mr. Kepler moved to approve the Roadmaster's Report. Mr. Brown seconded the motion. MOTION CARRIED.*

### **REGIONAL RECREATIONAL AUTHORITY**

Marcella Peyre-Ferry stated that there was no quorum in August so they did not have a meeting. She also stated that the Recreational Authority is having a Family Harvest Festival on October 21<sup>st</sup> at noon until 4:00 p.m. Adults are free and kids are \$5 and will be hand-stamped. A Haunted Hay Ride Fund Raiser will also be held October 21<sup>st</sup> from 6:30 to 8:00 and will be for "gentler spooks" and 8:00 p.m. until 10:00 p.m. will be "full fright". Admission will be \$10 per person.

*Mr. Kepler moved to approve the Recreational Authority's Report. Mr. Brown seconded the motion. MOTION CARRIED.*

### **HISTORICAL COMMISSION**

Mr. Kepler presented the Historical Commission report. He reported that Jay Eaton and Teri D'Ignazio are working on pictures and documentation of Historic Buildings. Mr. Eaton left a couple of pictures that were presented to the Board of Supervisors.

*Mr. Kepler moved to approve the Historical Commission's Report. Mr. Brown seconded the motion. MOTION CARRIED.*

### **EMERGENCY MANAGEMENT REPORT**

Mr. Kepler reported that they continue to meet with OxREM and they are going to have a booth at the Apple Festival. There were no emergencies to report.

*Mr. Kepler moved to approve the Emergency Management Coordinator's Report. Mr. Brown seconded the motion. MOTION CARRIED.*

**OXFORD REGIONAL PLANNING COMMITTEE REPORT**

Mr. Brown reported that there was no meeting in August. Next meeting is scheduled for Wednesday, September 27, 2017, at 7:00 p.m. Mr. Vince Brown who works with the Chester County Department of Drug and Alcohol is doing a presentation on opioid addiction.

*Mr. Kepler moved to approve the Oxford Regional Planning Committee Report. Mr. Brown seconded the motion. MOTION CARRIED.*

**OLD BUSINESS**

None.

**NEW BUSINESS**

**Chester Water Authority Resolution No. 2017-18**

*Mr. Kepler moved to approve Resolution No. 2017-18 that declares the Lower Oxford Township Board of Supervisors are in opposition of the sale of the Chester Water Authority. Mr. Brown seconded the motion. MOTION CARRIED.*

**Union Fire Company No. 1 Ambulance Division Resolution No. 2017-19**

*Mr. Kepler moved to approve Resolution No. 2017-19 for a change request for the Union Fire Co. #1 Fire Chief to be able to determine ambulance service providers, automatic mutual aid for fire protection, rescue service and basic life support emergency medical service. MOTION CARRIED.*

**Establishing Floodplain Ordinance Fees Resolution No. 2017-20**

*Mr. Kepler moved to approve Resolution No. 2017-20 establishing Floodplain Ordinance Fees. Mr. Brown seconded. MOTION CARRIED.*

**Revised Fee Schedule – Resolution No. 2017-21**

*Mr. Kepler moved to approve Resolution No. 2017-21 revising fee schedule to include Stormwater Management and Floodplain fees. Mr. Brown seconded. MOTION CARRIED.*

**MS4 Stormwater Waiver & Notice of Intent**

*Mr. Kepler moved to approve the Waiver Request and Notice of Intent for NPDES Individual Permit to Discharge Stormwater from the Small Municipal Separate Storm Sewer Systems (MS4s) Application. Mr. Brown seconded. MOTION CARRIED.*

*Mr. Kepler moved to approve the payment in the amount of \$5,000 made payable to the Commonwealth of Pennsylvania for the MS4 Stormwater Waiver and Notice of Intent Fee and to approve any future fees that may apply to this project. Mr. Brown seconded. MOTION CARRIED.*

**OTHER BUSINESS**

Yard Sale – Teri D'Ignazio

Mrs. D'Ignazio would like to schedule another yard sale and give the donation to the Library. She was able to raise \$60 from the yard sale in July that went to the Oxford Area Recreational Authority. She is requesting October 7<sup>th</sup> and rain-date on October 14<sup>th</sup>.

*Mr. Kepler made a motion to approve a yard sale at the Township Building on Saturday, October 7<sup>th</sup> with a rain date of Saturday, October 14<sup>th</sup>, with the proceeds going to the Oxford Public Library. Mr. Brown seconded. MOTION CARRIED.*


**PUBLIC COMMENTS**

None.

**ADJOURNMENT**

*Mr. Kepler made a motion to adjourn at 7:54 p.m. Mr. Brown seconded the motion. MOTION CARRIED.*

Respectfully Submitted,



Deborah J. Kinney  
Assistant Secretary/Treasurer

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