

**Lower Oxford Township**  
**Board of Supervisors Meeting Minutes**  
**Special Meeting**  
**November 14, 2017**

A Special Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Tuesday, November 14, 2017 at 9:00 a.m.

**The following were in Attendance:** Chairman, Kenneth B. Hershey; Vice Chairman, W. Ronald Kepler; Member; Joel C. Brown; Assistant Secretary/Treasurer & Zoning Officer, Deborah Kinney; and 2 guests.

**CALL TO ORDER**

Chairman, Kenneth B. Hershey, called the Special Meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

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

**PUBLIC COMMENT CONCERNING ITEMS ON THE AGENDA**

Mr. Jim Prettyman stated that he would like the Supervisors to know that he is happy with Lower Oxford Township and they do a superb job in the Township.

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

Mrs. Bove-Dugan stated that she was informed by an ad in the newspaper that the Lower Oxford Township Board of Supervisors were holding a meeting to discuss advertising administrative personnel. She stated that she has been in this line of business for thirty (30) years and has worked for Engineers and out in the field. She has lived her whole life in this area and is very familiar working with municipalities. She would very much appreciate a chance to interview for the position so she can share her skills with the Board. She is looking for part-time, but wouldn't be opposed if a full-time job presented itself.

**DISCUSSION – ADVERTISING FOR ADMINISTRATIVE PERSONNEL**

The Board of Supervisors discussed placing an ad in the paper for Codes Enforcement/Zoning Officer and Secretary/Treasurer.

The Board of Supervisors went into Executive Session at 9:15 a.m. and reconvened at 9:50 a.m.

*Ken Hershey made a motion to advertise for Codes Enforcement/Zoning Officer and Secretary/Treasurer for two weeks and indicating that resumes must be received by December 22, 2017. Mr. Brown seconded the motion.*

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

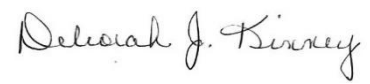
**PUBLIC COMMENTS**

None.

**ADJOURNMENT**

*Mr. Kepler made a motion to adjourn at 10:05 a.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.

DRAFT