

# Lower Oxford Township

## Board of Supervisors Meeting Minutes

### February 8, 2017

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, February 8, 2017.

**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, Secretary/Treasurer Sara Laganelli, and five guest.

#### **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 for the reorganizational meeting on January 3, 2017. Mr. Brown seconded the motion. MOTION CARRIED.

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

**Presentation of Bills** – Mr. Kepler moved to approve and pay the bills: totaling \$61,613.07 for General Fund and \$6,285.42 for Open Space Revenue Fund. Mr. Brown seconded the motion. MOTION CARRIED.

#### **CORRESPONDENCE**

- ✓ PSATS News Bulletin for January 2017.
- ✓ Email from OARA with a report from their January meeting.
- ✓ Incident report from Union Fire Co. No. 1 for December 2016.
- ✓ Request for participation in a marketing study from the Oxford Arts Alliance to the Supervisors.
- ✓ Copy of a letter from London Grove Township to the Oxford Borough Council regarding the funding of Medic 94, or lack thereof.
- ✓ PA State Police report of calls in the Township for December 2016.
- ✓ Letter from the Chester County Planning Commission regarding the Vision Partnership Program 2017 Round I grants.
- ✓ The PENNDOT District 6 five-year paving plan.

Mr. Brown asked if PennDOT was scheduled to do any paving in the Township. Mr. Kepler moved to accept the correspondence. Mr. Brown seconded the motion. MOTION CARRIED.

#### **BUILDING INSPECTOR**

The Secretary read the Building Inspector report for January. He had four (4) plan reviews, twenty (20) regular (two of which failed), and three (3) commercial inspections. 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 January. She issued four residential building permits, one commercial permit, and one Certificate of Occupancy. There are outstanding violations for I746 Baltimore Pike - junk; 263 Reedville Rd. – commercial accessory building with no permit; and I07 Township Rd. – carport with no permit.

**Subdivisions & Land Development Plans – Pine View Enterprise LDP:** Mrs. Kinney explained that the Planning Commission had recommended waivers and passed the Pine View Enterprises onto the Supervisors for approval.

Mr. Kepler said that Whiteside Drive must be widened and paved according to Hostetter's Conditional Use Hearing. Mr. Kepler moved to approve a waiver of SALDO §303 for Preliminary Plan process to a Preliminary/Final Plan for Pine View Enterprises LDP. Mr. Hershey seconded the motion. MOTION CARRIED. Mr. Brown abstained. Mr. Kepler moved to allow Pine View Enterprises LDP to follow the CCCD NPDES requirements for stormwater management as agreed to by the Township Engineer, Ed Fisher. Mr. Hershey seconded the motion. MOTION CARRIED. Mr. Brown abstained.

Mr. Kepler moved to approve a waiver for the stoned driveway, except for the 50 feet right-of-way in the parking lot located in front of the shop. Mr. Hershey seconded the motion. MOTION CARRIED. Mr. Brown abstained.

Mr. Kepler moved to table the Pine View Enterprises LDP approval until an agreement has been reached for the widening and paving of Whiteside Dr. He said that he would get an estimate of cost. Mr. Hershey seconded the motion. MOTION CARRIED. Mr. Brown abstained.

**King 4-lot subdivision on Street Rd.** – Mrs. Kinney explained that the Planning Commission passed the plan on to the Supervisors. The King's plan is not ready for Board approval because they need an approved driveway permit from PennDOT. Mr. Kepler moved to waive the Preliminary plan and combine the subdivision in a Preliminary/Final plan, as recommended by the Planning Commission. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Brown asked how long it had been since Bombay Enterprises was approved and waiting on the financial security. Mrs. Kinney said it was approved in September. Mr. Brown asked her to send them a letter asking when they will have everything completed.

Mr. Kepler moved to approved the Zoning Officer's report. Mr. Brown seconded the motion. MOTION CARRIED.

## ENGINEER

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

## OASA Report

Mr. Kepler reported that the OASA Board terminated employment of the Executive Director. They have hired a consultant to run things temporarily. The new consultant will work 15 hours per work. They are working toward submitting information to the USDA to get the loan squared away. They also voted to enter the Intergovernmental Agreement to have members on the OASA Study Committee.

Mr. Brown reported that the Study Committee has five entities interested in buying the OASA. Two of the companies are municipal and three are private. All of them said that they would keep the current employees. The next step is to do RFP's. Once all the municipalities agree on the RFP, they will send them to all five entities. Mr. Hershey moved to approve the report. Mr. Brown seconded. MOTION CARRIED.

## ROADMASTER

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

## REGIONAL RECREATIONAL AUTHORITY

No report.

## HISTORICAL COMMISSION

Mr. Jay Eaton reported that he had a meeting on January 31<sup>st</sup> with Karen Marshall and Dr. Sutton. They discussed the Heritage Center in the Amos House on Lincoln University's campus. Mr. Eaton's latest projects are the Calvary Cemetery and Camp Tweedale. Karen Marshall is going to work to have Lincoln Village placed on the National Registry of Historic Districts. They would like to meet the 1<sup>st</sup> Wednesday at 6:00 p.m. every other month beginning in March. Mr. Eaton asked if they could use the Township building. They are still searching for new members. Mr. Kepler moved to approve the report. Mr. Brown seconded the motion. MOTION CARRIED.

## EMERGENCY MANAGEMENT

Mrs. Julie Brady reported that OXREM had their regular meeting and two drills in January. The POD exercise had participation from the community. About 85 people were there and it went very good. Mr. Kepler moved to approve the report. Mr. Brown seconded the motion. MOTION CARRIED.

## OXFORD REGIONAL PLANNING COMMITTEE

Mr. Brown reported that they had their reorganizational meeting on January 25<sup>th</sup>. Al Jezyk is the Chairman, Charles Fleischmann is the Vice Chairman, Ron Hershey is the Treasurer, and Mark Gallant is the Secretary. Each municipality gave an update. There was some information from Pennvest about low interest loans for repairing or replacing failing septic systems. Mr. Hershey moved to approve the report. Mr. Kepler seconded the motion. MOTION CARRIED.

## OLD BUSINESS

**Draft of the Proposed Zoning Amendment** – The Solicitor drafted an ordinance for C-1 Zoning District to include mini-warehouse as an approved use by Conditional Use Hearing only, change the C-2 from mini-warehouse by Conditional Use Hearing to use-by-right, and include the mini-warehouse in the C-3 Zoning District as a use-by-right. Mr. Kepler moved to accept the ordinance as written and authorize the Solicitor to send it to the appropriate agencies for review and advertise as necessary. Mr. Brown seconded motion. MOTION CARRIED.

## NEW BUSINESS

PSATS Annual Conference in Hershey April 23-26, 2017 – No one attending.

**Intergovernmental Agreement Amendment for OASA Study Committee** – Mr. Kepler moved to authorize the Solicitor to advertise when appropriate the Intergovernmental Agreement Amendment for OASA Study Committee adding the OASA Board to be members. Mr. Brown seconded the motion. MOTION CARRIED.

**Increase Elected Tax Collection Rate** – Mr. Kepler moved to adopt Resolution 2017-06 adjusting the Elected Tax Collector's compensation to 5% of the collected taxes beginning in 2018. Mr. Hershey seconded the motion. MOTION CARRIED.

## OTHER BUSINESS

Mr. Kepler said the OASA would like a frost-free hydrant installed at the Lincoln Village pump station. CWA will charge \$3,500 for the hydrant plus a minimum usage charge every quarter. Mr. Kepler said that he will get an estimate to do the work ourselves.

## PUBLIC COMMENTS

None.

ADJOURNMENT

Mr. Kepler moved to adjourn the meeting and thanked everyone for attending at 8:00 p.m. Mr. Brown seconded the motion. MOTION CARRIED.

Respectfully Submitted,

*Sara B. Laganelli*

Sara B. Laganelli  
Secretary/Treasurer

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