

Lower Oxford Township
Board of Supervisors
Regular Meeting & Zoning Amendment Hearing Minutes
April 12, 2017

The Regular Meeting of the Lower Oxford Township Board of Supervisors and a Hearing for a proposed zoning amendment were held at the Township Building, 220 Township Road, on Wednesday, April 12, 2017.

The following were in Attendance: Chairman Kenneth L. Hershey, Vice Chairman W. Ronald Kepler, Supervisor Joel C. Brown, Solicitor Winifred Sebastian, Codes Enforcement Officer Deborah Kinney, Secretary/Treasurer Sara Laganelli, and seven guests.

CALL TO ORDER

Chairman Kenneth L. Hershey called the regular meeting to order at 7:00 p.m. Mr. Kepler moved to recess the regular meeting for the zoning hearing and turn the proceedings over to the Township Solicitor, Mrs. Winifred Sebastian. Mr. Brown seconded the motion. MOTION CARRIED.

ZONING HEARING

Mr. Hershey opened the zoning amendment hearing at 7:01 p.m. and turned the proceedings over to the Township Solicitor. Mrs. Sebastian presented procedures for the hearing.

Mrs. Sebastian entered the following Board Exhibits:

1. Proof of Publication
2. Evidence of Forwarding the proposed zoning amendment to the County Planning Commission
3. Forward to the Chester County Law Library
4. Minutes from the Lower Oxford Township Planning Commission containing discussion of the proposed amendment and recommendation.
5. Comments from the Chester County Planning Commission

Mrs. Sebastian presented the elements of the proposed ordinance to amend the zoning ordinance to allow mini warehouses in the C-1, C-2, and C-3 commercial districts. A Conditional Use Hearing will be required for mini warehouse use in the C-1 and C-3 district.

Hearing Public Comment

Mrs. Teri Dignazio – Asked why the Township was making this change.

Hearing Adjournment

Mr. Kepler moved to adjourn the zoning hearing at 7:06 p.m. Mr. Brown seconded the motion. MOTION CARRIED.

REGULAR MEETING

The Supervisors reconvened the Regular meeting at 7:06 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 COMMENTS CONCERNING ITEMS ON THE AGENDA

None.

RECOGNITION OF THOSE ASKING TO APPEAR ON THE AGENDA

Mr. Larry Maulo, CPA - Mr. Maulo presented the 2016 Audit report for the Township. He explained that they had an unmodified opinion, the audit was clean and the report was positive. The General Fund had a cash balance that was \$216,719 higher than 2015. The Township did well staying within the 2016 budgets. He thanked the Supervisors for the opportunity to do the work.

ORDINANCE ADOPTION

Mr. Kepler moved to adopt Ordinance I-2017, Amending the Lower Oxford Township Zoning Ordinance of 1970 for the use of Mini Warehouses in the Commercial Districts. Mr. Brown seconded the motion. MOTION CARRIED.

APPROVAL OF THE MINUTES

Mr. Kepler moved to approve the minutes for the regular meeting on March 8, 2017. Mr. Brown seconded the motion. MOTION CARRIED.

TREASURER'S REPORTS

Presentation of Bills – Mr. Kepler moved to approve and pay the bills: totaling \$72,800.96 for General Fund and \$14,117.75 for Open Space Revenue Fund. Mr. Brown seconded the motion. MOTION CARRIED.

Escrow Account – Mr. Kepler moved to transfer \$2,836.50 from the Pine View Enterprises subaccount to the Master Escrow account to reimburse for Engineering fees. Mr. Brown seconded the motion. MOTION CARRIED.

CORRESPONDENCE

- ✓ PA State Police report for March.
- ✓ Information from PSATS for the Youth Award Contest.
- ✓ Draft meeting minutes from OXREM's February 23rd and March 23rd meetings.
- ✓ 2017 Proposed Resolutions, Bylaws Changes, and Nomination Report from PSATS.
- ✓ Memo, 2016 Annual Report, and 2017 Budget from Oxford Region Planning Committee.
- ✓ Union Fire Co. No. 1 incident listing for February.
- ✓ SCCEMS Medic 94 monthly municipal report for January.
- ✓ Copy of a letter that Rep. John Lawrence sent to DEP supporting our MS4 waiver application.
- ✓ PSATS's 2017-2018 Policy Statement.

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

BUILDING INSPECTOR

The Secretary read the Building Inspector's report. He had four (4) plan reviews and twenty-two (22) regular inspections in the month of March. Mr. Kepler moved to accept 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 March. She issued four (4) residential building permits, one (1) commercial, and seven (7) Use & Occupancy permits. Mrs. Kinney said that there are violations at 216 Cream Road, 202 Limestone Road, and 614 Jackson School Road for junk that are ongoing.

Oxford Cabinetry (Harnish); 100 Whiteside Dr. – Mr. Ken Crossan was present to review the revised plans and answer any questions that the Supervisors had.

Mr. Kepler moved to approve the Oxford Cabinetry LLC LDP located at 100 Whiteside Drive, Oxford, Pennsylvania, Tax Parcel No. 56-4-22, by Resolution No. 2017-10, contingent upon the Applicant/Developer obtaining approval from the Chester County Conservation District for stormwater management and erosion and

sedimentation controls along with an approved cost estimate and improvement guarantee for such improvements. Mr. Hershey seconded the motion. Mr. Brown abstained. Motion Carried.

Bombay Enterprises, LLC; 320 Reedville Rd. – Mr. Kepler moved to adopt Resolution No. 2017-II extending the Bombay LDP an additional sixty (60) days to obtain approval from the Chester County Conservation District for stormwater management and erosion and sedimentation controls and to obtain an approved cost estimate and improvement guarantee for such improvements. Mr. Brown seconded the motion. MOTION CARRIED.

Pine View Enterprises (Kreider); 275 Whiteside Dr. – Mr. Kepler moved to approve the Pine View LDP located at 275 Whiteside Drive, Oxford, Pennsylvania, by Resolution No. 2017-09 contingent upon the Applicant/Developer obtaining approval from the Chester County Conservation District for stormwater management and erosion and sedimentation controls along with an approved cost estimate and improvement guarantee for such improvements. Mr. Hershey seconded the motion. Mr. Brown abstained. MOTION CARRIED.

King 4-lot SD; Street Rd. – Mr. Kepler moved to approve the King 4-Lot Subdivision located at 555 Street Road, Oxford, Pennsylvania, by Resolution No. 2017-08 contingent upon the Applicant obtaining approval from the Chester County Health Department and Pennsylvania Department of Environmental Protection for a Component #1 Sewage Facilities Planning Module. Mr. Brown seconded the motion. MOTION CARRIED.

Mr. Kepler moved to approve and sign the Component I of the SFPM for lot one (1). Mr. Brown seconded the motion. MOTOIN CARRIED.

Wyncote Dambro – They granted the Township a six (6) month extension. Mr. Kepler moved to accept the extension. Mr. Brown seconded the motion. MOTION CARRIED.

Codification of Ordinances – Mr. Kepler moved to accept the proposal from General Code to codify the ordinances. Mr. Brown seconded the motion. MOTION CARRIED.

Mr. Kepler move to approve the Zoning Officer's report. Mr. Brown seconded the motion. MOTION CARRIED.

ENGINEER

Mrs. Kinney read the Engineer's reports for March. She was pleased to report that the Township received a waiver for the MS4. Mr. Kepler moved to approve the Engineer's report. Mr. Hershey seconded the motion. MOTION CARRIED.

OASA Report

The Solicitor prepared Ordinance 2-2017 for an amended Intergovernmental Cooperation Agreement that allows the addition of members from the OASA Board to the existing OASA Study Committee. Mr. Kepler moved to adopt Ordinance 2-2017. Mr. Brown seconded the motion. MOTION CARRIED.

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

The Secretary reported that she received a Thank You letter from the OARA Board for the extra donation. The Secretary read the OARA Report for March. Mr. Kepler moved to approve the report. Mr. Brown seconded the motion. MOTION CARRIED.

HISTORICAL COMMISSION

Mr. Jay Eaton reported that he is sending letters to historic home owners in the Township to see if there is any interest in becoming a commission member. The next meeting is at the Township building on May 3rd at 6:00 p.m. Mr. Kepler moved to approve the report. Mr. Brown seconded the motion. MOTION CARRIED.

EMERGENCY MANAGEMENT

Mrs. Julie Brady reported that she took the basic training course for the County Knowledge Center. She said that there is going to be a meeting at the Senior Center on April 27th at 6:00 p.m. to discuss Ready Chesco. OXREM will have a booth at the First Friday in May. Mr. Kepler moved to approve the report. Mr. Brown seconded the motion. MOTION CARRIED.

OXFORD REGIONAL PLANNING COMMITTEE

Mr. Brown reported that they met on March 22nd and the Brandywine Conservancy announced that they received \$5,000 in grants per Engineer for work on MS4. They discussed the Fire and Ambulance issues. Scott Rugen was appointed the spokesperson for the meeting with the Ambulance Liaison Committee on March 23rd. They would like to get the Ambulance Audit sooner than years past. Mr. Kepler moved to approve the report. Mr. Hershey seconded the motion. MOTION CARRIED.

OLD BUSINESS

Union Fire Co. No. 1 Liaison Committee Meeting – Mr. Brown reported that their CPA has worked with the Bookkeeper to provide better QuickBooks reports. They promised that the Ambulance Audit would be done by September this year. They are going to purchase a new fire engine next year to replace the 1994 Engine that is in Nottingham's substation. They are going to invite the Township representatives to those meetings. Mr. Kepler moved to approve the report. Mr. Hershey seconded the motion. MOTION CARRIED.

NEW BUSINESS

2017 Road Project – Mr. Kepler move to adopt Resolution # 2017-12 designating 4,224 feet of Hayesville Road as the 2017 road project to be paid for by Liquid Fuels account and authorize the Secretary to advertise the bids. Mr. Brown seconded the motion. MOTION CARRIED.

Armstrong Cable Franchise Agreement renewal March 2020 – The Supervisors asked the Secretary to reach out to Candace Miller to see what East and West Nottingham are doing for their renewals.

OTHER BUSINESS

Mr. Kepler said that he can install a frost-free hydrant at the Lincoln Village Pump Station for \$150.

PUBLIC COMMENTS

Ms. Teri Dignazio – Asked about the MS4 waiver. Commented that Bethel Road near Camp Tweedale entrance needs a new patch job. Suggested that the Supervisors look into "Fair District PA" movement. Asked about having a Township yard sale like Pennsbury Township.

Mr. Kepler moved to adjourn the meeting at 8:25 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.