

Lower Oxford Township
Board of Supervisors Meeting Minutes
June 11, 2018

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Monday, June 11, 2018.

The following were in Attendance: W. Ronald Kepler; Joel C. Brown; Kevin R. Martin; Secretary/Treasurer, Deborah Kinney; Zoning & Codes Enforcement Officer, Terri Dugan; Building Inspector, Scott Moran and 5 guests.

CALL TO ORDER

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

Mr. Francis Barry – 631 Scroggy Road, Oxford, PA

Mr. Barry approached the Board to seek approval for a “Temporary Grandparents” home to be placed on his property at 631 Scroggy Road, Oxford. He stated that he will place the mobile home in the same place he used for his parents at one time. He will live in his mobile home and his daughter will be living in his home to take care of him. The Board stated that once the use of the mobile home is discontinued, he will have 60 days to remove it from the property. Mr. Barry agreed.

Kevin Martin moved to approve a Temporary Grandparent’s Home for Francis Barry located at 631 Scroggy Road, Oxford, PA, further identified by Parcel No. 56-2-6.4, with the contingency that it will be removed within 60 days after the use is discontinued. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Mr. Kepler stated that there were reported drug deals at Benard Park accompanied by a shooting incident. Mr. Kepler asked guest Cpl. Brendan Conner of the Avondale State Police if they could patrol that area from time to time. Cpl. Conner stated that he could add it to a routine daytime police patrol. The Board of Supervisors thanked him for his service and his attention to this matter.

APPROVAL OF THE MINUTES

Mr. Brown moved to approve the minutes for the Board of Supervisor’s meeting held on May 14, 2018. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

TREASURER’S REPORTS

Presentation of Bills

Mr. Brown moved to approve and pay the bills totaling \$76,896.03. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

CORRESPONDENCE

- Fulton Bank approved Annuity Contract dated May 30, 2018 \$559,856.17
- Chester Water Authority Letter dated May 21, 2018, regarding “Possible Water Service, Leon Landis, Inc., 309 Limestone Road, Oxford” CWA Dwg. No. SK-1453
- PSATS News Bulletin for May 2018
- 2018 Adopted PSATS Resolutions
- Letter from the Department of Auditor General regarding “Exit Conference” on June 5, 2018 – for Audit January 1, 2013 thru December 31, 2017
- Letter from John Lawrence dated May 16, 2018 regarding bridges to be placed on the “Bridge Bill” for 2018
- PennDOT – For Immediate Release – May 21, 2018 – Re-Opens Street Road Bridge over Octoraro Creek in Upper Oxford Township
- PennDOT – For Immediate Release – May 11, 2018 – Route 472 (Lewisville Road) Weekday Lane Restrictions Scheduled for Resurfacing Operations in Chester County
- Union Fire Co. No. 1 Incident Listing for 04/01/18 thru 04/30/18
- Letter from PA Department of Environmental Protection – Landhope – Approval of application for NPDES Permit
- PSATS Youth Awards Contest dated May 18, 2018

Mr. Martin moved to accept the correspondence. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

BUILDING INSPECTOR

The Building Inspector, Scott Moran presented the following report: There were four (4) plan reviews, sixteen (16) regular residential inspections completed; zero (0) commercial building inspections; and zero (0) stormwater inspections for the month of May 2018.

Mr. Brown moved to approve the Building Inspector’s Report. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

CODE ENFORCEMENT OFFICER

Mrs. Dugan reported that there were three (3) zoning permits, two (2) single event permits; three (3) building permits; four (4) sign permits; one (1) Use and Occupancy; and five (5) zoning violations issued in the month of May 2018.

Subdivision and Land Development

Landhope Subdivision & Land Development Plan

Mr. Martin moved to approve the Landhope Subdivision & Land Development Plan by Resolution No. 2018-13. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Hostetter 2-Lot Subdivision & 2-Lot Add-On

The Board of Supervisors reviewed “A Declaration of Covenant and Easement for Common Drive Maintenance for the Final Plan of Wilmer L. & Joyce L. Hostetter”.

Mr. Kepler moved that the road is to be built to Township specifications and black-topped 20'w to accommodate a 24' wide future commercial drive if necessary. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Mr. Martin moved to approve the Zoning/Codes Enforcement Officer's reports. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

ENGINEER

Mr. Fisher reported the following for May 2018:

- Reviewed the Benuel Stoltzfus 2-Lot Subdivision Plan and provided comments to the Township.
- Continued working with the Oxford Area Sewer Authority and DEP on the plans and module for White Birch Ave sewer line.
- Reviewed the Israel Smoker 2-Lot Subdivision and provided comments to the Township.
- Scheduled a meeting with Landhope Realty regarding the timeframe and logistics of closing Conner Road during construction. Landhope Realty is also working on a letter of credit to submit to the Township for approval.
- Reviewed the Pine View plan and met with Dave Kegeize regarding the project.
- Reviewed the Wilmer Hostetter plan and road dedication and provided comments to the Township.

Mr. Brown moved to approve the Engineer's Report for May 2018. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

ROADMASTER

Mr. Kepler presented the following Roadmaster's Report:

- Cleaned gutters on Bethel Road & Hall Road
- Installed drain pipe on Union School Road
- Sprayed Guard Rail
- Patched Elkview Road
- Opened Inlet Boxes
- Mowed Road Banks
- Patched Conner Road & Whiteside Drive
- Mowed Township Building & Park 4 times
- Oiled and Chipped Bethel Road & Hall Road
- Installed two "Hidden Driveway" signs on Jackson School Road
- Fixed "Stop Sign" on First Avenue
- Cleaned Township Building

Mr. Martin moved to approve the Roadmaster's Report. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

OASA REPORT

Mr. Kepler stated that the dry line that is to be run to Nottingham is still pending. He also stated that the Sewer Authority is currently working on selling the property.

Mr. Martin moved to approve the Oxford Area Sewer Authority report. Mr. Brown seconded the motion. MOTION CARRIED.

REGIONAL RECREATIONAL AUTHORITY

No report.

HISTORICAL COMMISSION

No report.

EMERGENCY MANAGEMENT REPORT

No report.

OXFORD REGIONAL PLANNING COMMITTEE

Mr. Brown reported that the Committee met on May 28th. He stated that Emergency Management attended the meeting and that Upper Oxford Township has a new cell phone tower ordinance. The next scheduled meeting is June 27th at 7:00 p.m. and Susan Elks will be attending to discuss Landscapes 3.

Mr. Kepler moved to approve the Oxford Regional Planning Committee Report. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

TAX COLLECTOR

No report.

NEW BUSINESS

Yard Sale

Teri D'Ignazio is requesting permission to have another Yard Sale on July 21, 2018. There is no scheduled rain date. If it is cancelled due to rain, she will ask permission to have another one in the Fall.

Mr. Kepler moved to allow Yard Sale at the Township building on July 21, 2018. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

PennDOT Winter Season 2018-2019 Agreement (Exhibit A)

Mr. Martin moved to approved Maintenance Functional Classification (MFC) "D/E" in the amount of \$31,195.61. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

State Road Project – Hayesville Road – Resolution No. 2018-14

Mr. Brown moved to approve Resolution 2018-14 designating Hayesville Road for eligibility for State Funding. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

State Road Project – Jackson School Road – Resolution No. 2018-15

Mr. Martin moved to approve Resolution 2018-15 designating Jackson School Road for eligibility for State Funding. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

OLD BUSINESS

Zavala Conditional Use Hearing

The hearing previously advertised for Thursday, June 14, 2018 at 7:00 p.m. in the Lower Oxford Township Building on the application of Carlos Zavala for a conditional use for a commercial composting processing operation has been continued. The hearing will not be held. If there is a new hearing date set, that new hearing date will be advertised, and notice will be given.

OTHER BUSINESS

None.

Oxford Public Library

Ms. Carrie Bressler reported the following:

- Lower Oxford Township had 10,300 transactions in 2017.
- 75,000 visitors per year
- 117,000 items per year
- 8,000 people attended the programs offered
- Kids are now doing summer reading program
- “Libraries Rock” - Music Camp – Soundtrack for storybook – June 18-22, 2018 and June 25-29, 2018 from 9 am until 12 pm (Grades 1-3) and from 12:30 pm until 3 (Grades 4-6)
- Vietnam War Presentation July 18th at 6:30 pm

Ms. Bressler asked the Board of Supervisors to consider a yearly increase of \$520, which is \$1.10 per resident vs. \$1 per resident that they are currently contributing.

White Birch Ave – Special Study for Sewage Facilities

Mr. Brown moved to approve Resolution No. 2018-16 to prepare a Special Study for connection of properties to public sewer on White Birch Avenue. Mr. Martin seconded the motion.

Pension Audit

Mr. Martin moved to approve Resolution No. 2018-17 establishing procedures for compliance with the Professional Services Contract Provisions of Act 44 of 2009. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Wyncote-Bentley Drive – Escrow Release

Township Engineer, Ed Fisher, recommended release of \$97,564.00 for the Wyncote-Bentley Drive Project per letter dated June 11, 2018.

Pine View Enterprises – Justin Kreider

Ed Fisher recommended release #4 of Pine View Enterprises Improvement Guarantee in the amount of \$19,972.79 per letter dated June 11, 2018.

Mr. Brown moved to release escrow in the amount \$10,435.00 for Pine View Enterprises Land Development Plan leaving \$19,972.79 remaining in the site guarantee until additional work is completed, as-built plans are submitted, and NPDES Permit is closed out. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

D&D Golder – 200 Limestone Road

Mr. Brown moved to authorize the Secretary to send D&D Golder a letter stating that their time is up for connecting to the sewer. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Ag Preservation

Mr. Kepler stated that the Thouron property has accepted the offer from Ag Preservation for \$5,500 per acre. He also stated that Mr. Astle has accepted his appraisal and the State will pick it up.

Bridge Inspections

Mr. Kepler stated that there is a new engineer for PennDOT and he has indicated that he would like to lower Hall Road to 7 tons and Calvary Road to 10 tons because he could not be sure that the deck was connected to the I-Beams.


PUBLIC COMMENTS

None.

ADJOURNMENT

Mr. Brown made a motion to adjourn at 8:24 p.m. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Respectfully Submitted,



Deborah J. Kinney
Secretary/Treasurer

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