

Lower Oxford Township
Board of Supervisors Meeting Minutes
September 10, 2018

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Monday, September 10, 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 seven (7) 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

Home Occupation Permit

Sally Wilson was asking for approval of a Home Occupation Permit for 4374 Forge Road, Nottingham, PA 19362 on behalf of Nancy Wilson.

Mr. Brown moved to approve a Home Occupation for 4374 Forge Road, Nottingham, PA 19362. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Speeding on Elkview Road

Mr. Troutman, resident at 200 Elkview Road, Lincoln University, raised some concerns regarding speeding motorists on Elkview Road. He stated that he was run off the road on August 27th and called the State Police. The State Police sat in their driveway to observe speeding motorists, however, informed Mr. Troutman that they cannot ticket anyone because there is no speed limit posted. Without a speed limit sign, motorists can drive 55 mph.

Mr. Kepler stated that in order to place a speed limit sign, that a speed study would have to be done by an engineer, and an ordinance passed before signs are posted. Mr. Kepler will check to see what an engineering study would cost. Mr. Kepler also stated that maybe a "Children at Play" sign could be posted to possibly slow the motorists down.

APPROVAL OF THE MINUTES

Mr. Martin moved to approve the minutes for the Board of Supervisor's meeting held on August 13, 2018. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

TREASURER'S REPORTS

Presentation of Bills

Mr. Brown moved to approve and pay the bills totaling \$56,920.31. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

CORRESPONDENCE

- E-Mail from OASA – Agenda for August 15, 2018 Meeting
- E-Mail – PennDOT “*FOR IMMEDIATE RELEASE*” State Transportation Commission Adopts Updated 12-Year Transportation Program
- E-Mail from PennDOT “Bucks & Chester County Seal Coat Contract” awarded to Asphalt Maintenance Solutions, Center Valley, PA.
- Good Neighbors Home Repair (non-profit organization) letter dated August 13, 2018 asking for donations to repair low income houses in Lower Oxford Township.
- Letter from PennDOT regarding Asphalt Maintenance Solutions, LLC, awarded Bucks and Chester County seal coat contract.
- E-mail from Erin Brown (CCHD Public Health Planner) regarding WalkWorks program.
- Meeting Report from Oxford Regional Planning Committee from their August 22, 2018 meeting.
- PSATS Non-Uniform Pension Plan MMO (Minimum Municipal Obligation) for 2019
- E-mail from PSATS regarding their 97th Annual Educational Conference & Exhibit Show to be held from April 14-17, 2019 at the Hershey Lodge.
- PennDOT LTAP Technical Information Sheet #189 for Summer/2018 – New Bituminous Tack Coat Specifications.
- PennDOT LTAP Technical Information Sheet #190 for Summer/2018 – Municipal Responsibilities for Roadway Signing
- PennDOT – Moving Forward – Summer/2018 – Understanding the PA Crash Information Tool
- Letter from Oxford Public Library dated August 23, 2018, thanking the Board of Supervisors for their continued support.
- Letter from Jay Eaton to Stephen P. Mullins (E-Consult Solutions) with public comments in regard to the City of Chester Act 47 Exit Plan and the potential sale of Chester Water Authority.
- Letter from PSATS regarding Non-Uniform Pension Plan obligation for 2019
- Chester Water Authority 2017 Annual Report
- E-mail from Delaware Valley Regional Planning Commission regarding traffic counts in Lower Oxford Township.
- E-mail from CCHD *Immediate Release* - “Mosquito Control Treatment Scheduled for West Chester Borough to prevent West Nile Virus”
- E-mail from CHESCO Aging Providers – Government Services Center is hosting flu vaccine clinics call for and also community clinics.
- OxREM August 2018 Draft Meeting Minutes
- OxREM Action Items for September 2018
- Letter from Landhope to Chester Water Authority (Brian MacEwen) regarding the main relocation on Conner Road.
- Letter from Schorn Construction (contractor for Landhope) to Michael Bucklin regarding 12” main relocation proposal
- State Police Incident Report for August 2018

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

BUILDING INSPECTOR

The Building Inspector, Scott Moran, submitted the following report: There were two plan reviews, nine regular residential inspections; seven commercial building inspections; two stormwater management inspections; and zero meetings/consultations for the month of August 2018.

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

CODE ENFORCEMENT OFFICER

Permits

Mrs. Dugan reported that there were two zoning permits, zero single event permits; four building permits; one sign permit; one commercial permit; and one Use and Occupancy permit issued in the month of August 2018.

Violations

Mrs. Dugan reported that there were two new violations since the July 2018 meeting: August 30th - 183 Limestone Road trash and household objects thrown from house and into yard; September 4th – Loud music coming from Lincoln University campus in the early morning hours.

Subdivision and Land Development

Benuel Stoltzfus

Mrs. Dugan reported that the Benuel Stoltzfus subdivision located at 355 Lancaster Pike, Oxford, has been approved by the Ag Preservation Board. The next step will be to place them on the Planning Commission Agenda in September.

Mr. Kepler moved to deem the Benuel Stoltzfus Subdivision null and void unless an extension is received on or before October 10, 2018, due to non-compliance to the subdivision and land development ordinance. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Hostetter/Esh

Mrs. Dugan reported that the Concord Land Planners is asking for waivers to 402.C and 402.D to Hostetter 2-Lot Subdivision & 2-Lot Add-On. Township Engineer has no objections to the waivers however, it is contingent upon access right-of-way built to Township specifications and dedicated to the Township. Mrs. Dugan will contact Concord Land Planners and ask for a new plan submission to reflect "private right-of-way".

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

ENGINEER

Mr. Fisher submitted the following report for August 2018:

- Performed a stormwater management inspection for Lancaster Home Builders at 102 Dalton Road, Oxford.
- Reviewed Wyncote Holding Deed of Dedication legal description for the new streets – Austin Drive and Essex Court.
- Reviewed the White Birch Drive sewer module and provided comments under separate cover.
- Performed Ballymeade road inspection for repairs of potholes and contacted developer concerning date of base repair and wearing surface.
- Reviewed Pine View Estates plan that is to be phased.
- Inspected Landhope stormwater piping and road work.
- Inspected erosion issue and the stormwater facilities at Lincoln University International Cultural Center and reviewed the previous land development plans.
- Recommended Escrow Release #2 for the Harnish/Oxford Cabinetry.
- Provided copies of Route #10 sewer as-built plans for the Oxford Area Sewer Authority.
- White Birch Avenue sewer connections special study is currently at DEP under review.

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

ROADMASTER

Mrs. Kinney presented the following Roadmaster's Report: trimmed trees on Reedville and Elkdale Roads; mowed Benard Park four times; replaced pipe on Calvary Road; opened inlet boxes; cleaned up mud and stone in Township right-of-ways; mowed road banks; mowed State Road intersections; cleaned township building; serviced 3500 Dump Truck; and replaced batteries on the mowing tractor.

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

OXFORD AREA SEWER AUTHORITY REPORT

Mr. Kepler reported that the Oxford Area Sewer Authority is financially stable, with the exception of the pending USDA debt, and that they Sewer Authority is very close to getting an offer to sell it.

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

REGIONAL RECREATIONAL AUTHORITY

No report.

HISTORICAL COMMISSION

Mr. Eaton stated that he is currently working on updates to the Township wall map. He said that the County is providing an overlay for the Historic District. Mr. Eaton would like the overlay to represent what Hinsonville once looked like. He is currently conducting deed research to see if he can trace them back to the property owners during the Hinsonville era.

Mr. Martin moved to approve the Historic Commission report. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

EMERGENCY MANAGEMENT REPORT

Mrs. Brady reported that the Township has received the "Draft" meeting minutes of August 2018. There will be a County-Wide Emergency Management Conference in Malvern on September 25th to the 26th. She also stated that OxREM will have a booth at the Apple Festival in Oxford on September 29, 2018. Mr. Kepler reported that were two incidents since the last Board meeting: a flood on Quarry Road and a cow trapped in manure pit on Widdowson Road.

Mr. Brown moved to approve the Emergency Management Report. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

OXFORD REGIONAL PLANNING COMMITTEE

Mr. Brown reported that the Oxford Regional Planning Committee met on August 22nd. The ORPC is sponsoring a community meeting on September 26th at the Oxford Area High School to discuss and make the public aware of the opioid epidemic. The doors will open up at 6:00 p.m. so that the public can visit tables and view the displays. The meeting will begin promptly at 7:00 p.m.

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

TAX COLLECTOR

Ms. Getty submitted a report to the Township that stated there was \$2,713.76 collected for the Real Estate Taxes and \$252.09 collected for the Fire Hydrant Taxes for the month of August 2018.

Mr. Kepler moved to approve the Tax Collector's Report. Mr. Martin seconded the motion. Mr. Brown abstained. MOTION CARRIED.

NEW BUSINESS

None.

OLD BUSINESS

Brandywine Valley SPCA Contract

The Board of Supervisors discussed the contract submitted from the Brandywine Valley SPCA and decided to place it on the December 2018 Agenda to make a decision for the 2019 fiscal year.

2015 UCC Version

Mrs. Kinney stated that the Solicitor is working on the ordinance for the updated 2015 version of the Uniform Construction Code and will have ready for the October 8th meeting.

Radio Tower @ Rt #1 and Rt #10

Mr. Kepler stated that the State is demolishing the existing radio tower and is going to construct a new one to support more antennas for the State Police. They will not need any permits or permission from Lower Oxford Township because it is State property and the State of PA will take care of any inspections or permitting that may be necessary. They also offered that Lower Oxford Township could add an antenna for its emergency management use if they deemed it necessary.

OTHER BUSINESS

Conditional Use Hearing

A Conditional Use Hearing will be held for the application of John S. King – 56-4-35.1 – 260 Township Road, Oxford PA, on Monday, September 17, 2018, at 7:00 p.m. The application states that the applicant is requesting the Board of Supervisors to allow building coverage for a Family Farm Related Business in excess of 4,000 sq. ft. for a chainsaw repair/hardware store.

Yard Sale

Teri D'Ignazio would like to have a yard sale on Saturday, October 6, 2018, from 8:00 a.m. until 2:00 p.m. and donate the \$10 per table fee to the Neighborhood Services Center.

Mr. Kepler moved to allow Teri D'Ignazio to coordinate a yard sale on Saturday, October 6, 2018, from 8:00 a.m. until 2:00 p.m. with all proceeds from the tables rented to be donated to the Neighborhood Services Center. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Ag Preservation - Thouron Property

The Township received the agreement for sale and purchase of the Glenroy Farm, LP and Glenockie Family, LP for 162 acres. The Township's portion is \$377,000.

Mr. Brown moved to approve entering into an agreement to purchase the Ag Conservation Easement for Glenroy Farm LP & Glenockie Family, LP, 162 acres in the amount of \$377,000, plus any incidental costs, and also authorizes all actions necessary to complete the purchase of sale. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Sale of Chester Water Authority

Mr. Kepler stated that Aqua America has made an offer to Chester Water Authority for approximately \$320,000,000.

Mr. Kepler made a motion to send a letter in opposition of the sale of Chester Water Authority to Aqua America to Governor Tom Wolf, with copies of the letter sent to Chester County Commissioners, Michelle H. Kichline, Kathi

Cozzone, and Terrence Farrell; State Representative John Lawrence; and Chester Water Authority's Executive Manager, Michael S. D'Agostino, Esq. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

PUBLIC COMMENTS

Ms. Brady asked if there would be a change in height when the State places the new communication tower at Rt. #1 and Rt. #10.

Mrs. D'Ignazio stated that she has a letter written if anyone is interested in writing to Governor Tom Wolf regarding the sale of Chester Water Authority to Aqua America.

ADJOURNMENT

Mr. Martin made a motion to adjourn at 8:19 p.m. Mr. Brown 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.