

Lower Oxford Township
Board of Supervisors Meeting Minutes
April 8, 2019

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Monday, April 8, 2019.

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

Rick Lechette – Timber Lanes

Mr. Lechette asked what type of zoning can be utilized with the land he owns at 1800 Baltimore Pike (Timber Lanes Bowling Alley). He has 9.5 acres and would like to expand the bowling alley, acquire a liquor license (for beer only) and possibly subdivide into one acre lots for houses. Mr. Kepler provided an excerpt from the Pennsylvania Referendum Handbook to Mr. Lechette.

Mr. Lechette stated he will take this information into consideration when deciding when and how to proceed.

APPROVAL OF THE MINUTES

Mr. Brown moved to approve the minutes for the Board of Supervisor's meeting held on March 11, 2019. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

TREASURER'S REPORTS

Presentation of Bills

Mr. Martin moved to approve and pay the bills totaling \$54,685.31. Mr. Brown seconded the motion. MOTION CARRIED.

Landhope Oxford I, LLC – Escrow Release

Mr. Brown moved to approve Release No. 3 in the amount of \$71,185.92 for the Oxford Landhope I, LLC, that was recommended by the Township Engineer's letter dated April 8, 2019. Mr. Martin seconded the motion. MOTION CARRIED.

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

CORRESPONDENCE

- OASD – Work Session Agenda – March 12, 2019
- CCTC Newsletter – Update on Earned Income Tax and Local Service Tax Collections under Act 32 and important developments with Tax Administration.
- Dept. of Open Space Preservation – Letter – Celebration of 30th Anniversary
- Union Fire Co. No. 1 – February Incident Report
- PennDOT – FOR IMMEDIATE RELEASE – “More than 60 Police Departments across Southeast PA Target Aggressive Drivers during Statewide Mobilization
- CCPC – E-Mail from Brian Styche – Biennial Update of CC Transportation Improvements Inventory (TII) – identify grant opportunities.
- PennDOT – Letter dated March 15th – Allan Myers LP of Montgomery County, awarded \$9,995,555 contract to fix and repair and resurface more than 40 miles of state highway in Chester County
- PSATS Memorandum dated March 13th – 2019 Proposed Resolutions, By-Laws Change, and Nominations Report for 2019-20
- OASD – Regular Meeting Agenda for March 19th
- PennDOT – For Immediate Release – 03/21/19 – “US Route 1, Street Road Lane Restrictions Scheduled Next Week for Re-surfacing Operations in Chester County
- PSATS News Bulletin – March 2019
- PennDOT letter dated 03/18/19 – At-Grade Crossing at Reedville Road for installation of a railroad warning device.
- Geoff Shellington e-mail regarding farms that applied for Ag Preservation in Lower Oxford Township
- PennDOT – For Immediate Release - PennDOT Announces Next Steps in Public Private Partnership Targeting Environmental Preservation
- Chester County Planning – Chester County Open Space Summit – Thursday, May 2, 2019 at the Lenfest Center at ChesLen Preserve, Coatesville, PA 5-7 p.m.
- SCCEMS – Medic 94 – March 2019 Monthly Report
- PennDOT – For Immediate Release – March 28th – US 1, Street Road Lane Restrictions Scheduled Next Week for Resurfacing Operations in Chester County
- Chester Tax Collection Committee – Delegates for CC Tax Collection Committee – Need Verification
- Chester Water Authority – 2018 Water Quality Report
- Alert Notification from CWA – Pine Grove Dam – Lower the level of the Octoraro Reservoir
- SCCEMS – Medic 94 – Contact Info
- Chester County EOC – Upcoming Training Courses (May, June, July)
- PennDOT – US #1, Street Road Lane Restrictions Scheduled Next Week for Resurfacing Operations in Chester County
- PennDOT – Wolf Administration Announces Start of U.S. 30 Intelligent Transportation System Improvements Project in Chester County
- State Police Incident Listing – March 2019

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

BUILDING INSPECTOR

The Building Inspector submitted the following reports:

There were two plan reviews and ten regular residential inspections for the month of February 2019. There were also five plan reviews; twenty-one regular residential inspections; and the three commercial inspections for the month of March 2019.

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

CODE ENFORCEMENT OFFICER

Mrs. Dugan reported the following Building Permits & Zoning Violations Report for March 2019:
There were four residential building permits issued for the Month of March 2019.

SUBDIVISIONS & LAND DEVELOPMENT PLANS

CDS Analytical – Stormwater Plan

Mr. Martin moved to approve the CDS Analytical Stormwater Operation and Maintenance Agreement once it is signed by the owner and approved by the Township Solicitor and the Township Engineer. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Pine View Estates (Conner Road 184-Lot Subdivision)

Mr. Brown moved to approve the Pine View Estates Sewage Facilities Planning Module by Resolution No. 2019-10 and authorize the Secretary to sign the Transmittal and forward to the Pennsylvania Department of Environmental Protection. Mr. Mr. Martin seconded the motion. Mr. Kepler abstained. MOTION CARRIED.

John King LDP

Mr. Brown moved to approve waivers from the Chapter 22, Subdivision & Land Development Ordinance §517.2.B, §517.2.G and Chapter 20 – Stormwater Management §303.1.A.(1) for the John King Land Development Plan. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Mr. Martin moved to approve the Sewage Facilities Planning Module for the John King Land Development Plan by Resolution No. 2019-11. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Mr. Brown moved to approve the Stormwater Operation & Maintenance Agreement for the John King Land Development Plan. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Mr. Brown moved to approve Resolution No. 2019-12 for the John King Preliminary/Final Land Development Plan contingent upon satisfactory review letter from the Township Engineer, Pennsylvania Department of Environmental Protection approval of the Sewage Facilities Planning Module and posting of the improvement guarantee. Seconded by Mr. Martin. All in favor. MOTION CARRIED.

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

ENGINEER

Light-Heigel & Associates submitted the following report for the month of March 2019:

- Met with the Developer of Ballymeade and reviewed the roadway at Lavender Court.
- Continued to provide information to Solicitor for final plan approval and recording of the plan and agreements for Pine View Estates.
- Inspected the stormwater management facilities for Lot #132 in the Wyncote Subdivision and provided confirmation of compliance to the Township.
- Reviewed revised stormwater management facilities and erosion and sedimentation plan for CDS Analytical and provided comments to the Township and applicant's consultant.
- Reviewed the revised land development plan for John King and provided comments to the Township and applicant's consultant.

- Reviewed the Lincoln University Azikiwe Nkrumah Hall grading permit application and provided comments to the Township and applicant.

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

ROADMASTER

Mrs. Kinney presented the following Roadmaster's Report:

Spread anti-skid and plowed 4" inches of snow; patched pot holes on Conner Road & Jackson School Road; stoned dirt roads; trimmed trees on Bethel Road; picked up trash on all Township roads; fixed wash-out on Elkdale Road; back-filled Whiteside Drive; replaced "Stop" sign and street sign on Elkdale Road; painted truck body; and 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 not much has changed since the last report and that the Authority is still working with Delcora on the sale of the Sewer Authority.

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

OXFORD AREA RECREATION AUTHORITY

Mrs. Kinney states that the Meeting Minutes from the February 21, 2019 meeting were received via e-mail on April 5th.

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

HISTORICAL COMMISSION

Mr. Eaton presented a map of Historic Resources to the Board of Supervisors. Mr. Eaton stated that the next Historic Commission meeting will be held on Wednesday, April 10th at the Lower Oxford Township Building.

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

EMERGENCY MANAGEMENT REPORT

Mr. Kepler reported that there were no emergencies for the month of March and that the Chester Water Authority has lowered the water in the dam for routine maintenance on one of the gates.

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

OXFORD REGIONAL PLANNING COMMITTEE REPORT

Mr. Brown stated that the ORPC met on March 27th. He stated that the had a follow-up discussion from their February meeting with different agencies and organizations regarding the regional stormwater program. Chester County Planning Commission will be providing each participating municipality with a link concerning the stormwater program that we can place on our website page. He further stated that there was discussion about having representatives at "First Friday" in Oxford to educate people regarding impaired streams. The Maryland Fish & Wildlife will assist in drafting a grant and will be asking each municipality for a letter regarding this.

The Chester County Planning Commission is updating their biennial Chester County Transportation Improvement Inventory (TII) and is asking Townships for any updates or additions to the list.

Mr. Brown stated that there was also discussion regarding the 2025 Route #1 Corridor Economic Initiative and the properties identified North of Route #1 being included.

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

TAX COLLECTOR REPORT

Mrs. Kinney stated that she received \$1,398.50 for Fire Hydrant Taxes and received \$30,016.09 from the Chester County Treasurer's Office for the Real Estate Taxes collected for the month of March 2019.

Mr. Brown moved to approve the Fire Hydrant Tax Collector's Report and the Real Estate Tax Collector's report for the month of March 2019. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

OLD BUSINESS

None.

NEW BUSINESS

Dedication of Route #10 Sewer Line

Mr. Martin moved to authorize the Solicitor to dedicate the Route #10 Sewer Line. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Railroad Crossing Upgrade at Reedville Road

Mr. Brown moved to approve Resolution No. 2019-09 authorizing PennDOT to request railroad crossing upgrades at Reedville Road (T-318) where it crosses at grade the track of East Penn Railroad, LLC. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

2019 State Road Project Bids

Mr. Martin moved to authorize the Secretary to advertise for road bids for Spring Valley Road from Hayesville Road to the Township line and from the Girl Scout Camp at Bethel Road to Street Road and to open the bids at the next Board of Supervisors meeting on May 13, 2019. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Roof Bids

Mr. Brown moved to authorize the Secretary to advertise for bids to re-shingle the roof over the Township Building and the Shop and to waive the bid bond. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Chester County Transportation Improvement Inventory (TII)

Mr. Kepler stated that he would like to add the bridge on Street Road between Route #472 and Scroggy Road to the Chester County Transportation Improvement Inventory (TII) list to construct a new bridge and new approach. Mr. Brown asked the Secretary to update the list.

OTHER BUSINESS

Large Trash Day - Spring

Mr. Kepler stated that the Large Trash Day has been advertised in the Daily Local News for two weeks and A.J. Blosenski has been notified and will deliver the trash bins in the afternoon of Thursday, April 25th.

S.A.V.E and the DVSGA Event

Mr. Brown moved to approve the attendance of Julie Brady to the event entitled "Intentionality: Communities Succeeding in the 21st Century" on Tuesday, April 23, 2019 and the Township pay the cost of \$20. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

PUBLIC COMMENTS

Mr. Farber asked if the light at Route #10 and Conner Road has a left turn arrow in both the North and South turn lanes. Mr. Kepler said he wasn't sure, but the Township will check and follow-up with an answer.

ADJOURNMENT

Mr. Brown made a motion to adjourn at 8:03 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.