

Lower Oxford Township
Board of Supervisors Meeting Minutes
June 10, 2019

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Monday, June 10, 2019.

The following were in Attendance: W. Ronald Kepler; Joel C. Brown; Kevin R. Martin; Secretary/Treasurer, Deborah J. Kinney; and five 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

Carrie Bressler – Oxford Public Library

Ms. Bressler expressed her thanks and gratitude to the Board of Supervisors for their donation and support. She gave a brief overview of the Oxford Public Library's accomplishments this past year. She asked that the Supervisor's consider \$1.20 per capita vs. \$1 per capita that they are currently giving.

APPROVAL OF THE MINUTES

Mr. Martin moved to approve the minutes for the Board of Supervisor's meeting held on May 13, 2019. 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 \$162,291.33. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Mr. Brown moved to approve Escrow Release No. 6 for Pine View Enterprises in the amount of \$6,806.52 per Township Engineer's correspondence dated June 7, 2019.

Mr. Brown moved to authorize the Treasurer to transfer \$27,227.00 from the Escrow Fund to the General Fund to reimburse for engineering, legal and administrative fees. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

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

CORRESPONDENCE

- CCPC - Brian N. O'Leary - Landscapes 3 - Vision Partnership Program - 2019 Round 1 Grants
- CC Fire Chiefs Association – Chester County Fire & EMS Strategic Plan Kick-Off
- OASD – Work Session Agenda for 05/14/19
- USDA Farm Service Agency – Newsletter – May 2019
- Avondale State Police – Significant Incident Listing on 05/13/19
- Union Fire Co. No. 1 – April 2019 Incident List
- OxREM – Thursday, March 28, 2019 Meeting Minutes
- Chester County Emergency Services – Responder Newsletter – Spring 2019
- Avondale State Police - Significant Incident Listing for Weekend of May 18-19, 2019
- CCPC - Mark Gallant - Agenda for ORPC Meeting on May 22, 2019
- PSATS – News Bulletin – April/May 2019
- PennDOT - U.S. 1 (Kennett-Oxford By-Pass) Overnight Lane Restrictions Scheduled Next Week
- State Senator, Andrew E. Dinniman - Copy of the Commonwealth's 2019-2020 Legislative Directory
- OASD - Regular Meeting Agenda for May 28, 2019
- S&T Bank - Letter dated 05/22/19 - Justin W. Kreider - LOC Extension - Exp. 05/19/2020
- PSATS - 2019 Fulfilled PSATS Resolutions
- PennDOT - Governor Wolf Announces 40 Municipalities to Improve Traffic Safety with Red Light Enforcement Funds
- DVRPC - Office of Travel Monitoring will be conducting Traffic Counting in our Municipality
- Avondale State Police - Weekend - Significant Incidents
- House of Representatives – Chrissy Houlahan – Encouraging the Township to use as a resource when needed.
- Avondale State Police – Significant Incident Listings on 06/04/19
- CCPC - Brian N. O'Leary - Return on Environment Summary held on May 2, 2019 (30th Anniversary)
- PennDOT - Penn Township to Restrict Route 796 (Jennersville Road) for Intersection Improvement in Chester County
- Avondale State Police Total Incident Listing for May 2019

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

BUILDING INSPECTOR

The Building Inspector submitted the following report:

There were seven plan reviews; twenty-four regular residential inspections; two commercial inspections; and one sign inspection for the month of May 2019.

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

CODE ENFORCEMENT OFFICER

Mrs. Kinney presented the following Codes Enforcement Officer's report in Mrs. Dugan absence:

There were seven residential building permits issued; five zoning permits issued; two commercial building permits issued; and one single event permit was issued for the month of May 2019.

ZONING VIOLATIONS

190 W. Branch Road, Oxford – Building hazard, trash/rubbish, and weeds on both properties. The junk was removed on May 28th. The weeds are still high, and the buildings were not stabilized and/or demolished as planned. Violation pending.

208 Pennsgrove Road, Oxford – Owner removed water on their property by sump pumps and caused the water to flow onto a neighbor's property causing a problem around his neighbor's house. The owner has contacted Kleinz Construction to do stormwater work to stop the run-off. Violation pending.

208 Roneys Corner Road, Oxford – Sent weed violation notice on May 24th to the holding company. Violation pending.

216 Cream Road, Oxford – Sent junk violation notice on May 28th. Violation pending.

OASA Brick Road Subdivision

Mr. Brown moved to approve waivers of the Subdivision and Land Development Ordinance §22.402.2, §22-402.3.B, and §22-402.3.C for the Oxford Area Sewer Authority Brick Road Subdivision. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Mr. Martin moved to approve the Oxford Area Sewer Authority's Brick Road Subdivision Final Plan by Resolution No.2019-16 contingent upon Chester County Health Department's approval of a non-building waiver. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

John King Land Development Plan

Mr. Brown moved to approve waivers of the Subdivision and Land Development Ordinance Chapter 22 §517.2.D., §521.C.10.a., and §521.C.10.b. for the John King Land Development Plan. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Runnymede Partnership

Mr. Martin moved to approve Resolution 2019-18 for the Runnymede Final Plan approval contingent upon the applicant obtaining satisfactory financial security as approved by the Township, if any, approval of and submission of a fully executed Stormwater Agreement and Declaration of Easement, the Utility and Right-of-Way Easement Extinguishment and Relocation Agreement with the Borough of Oxford submitted to the Satisfaction of the Township Solicitor and Engineer, and approval of the Sewage Facilities Planning Module by the Pennsylvania Department of Environmental Protection. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Pine View Estates – Extension

Mr. Brown moved to approve Resolution No. 2019-15 to extend the Pine View Estates 184-Lot Subdivision by 90 days. Mr. Martin seconded the motion. Mr. Kepler abstained. MOTION CARRIED.

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

ENGINEER

April 2019

- Conducted site inspections at the Landhope Realty to review basin draining.
- Reviewed the revised CDS Analytical stormwater plan and cost estimate.
- Reviewed the stormwater plan report and cost opinion for the revised John King Land Development Plan.

- Reviewed the Lincoln University Azikiwe Nkrumah Hall grading plan.
- Reviewed the Pine View Estates revised plan and discussed sewer phasing with applicant and Township staff.
- Discussed stormwater management plan changes with Hearne Hardwoods.
- Reviewed the Robert Smullen 2-Lot Subdivision located at 379 Scroggy Road.

May 2019:

- Reviewed the Oxford Area Sewer Authority’s Brick Road 2-Lot Subdivision Plan.
- Reviewed the revised Lincoln University Azikiwe Nkrumah Hall grading plan.
- Reviewed the Robert Smullen 2-Lot Subdivision located at 379 Scroggy Road.
- Reviewed the tree planting on Conner Road for Landhope Realty. The trees are not placed at the approved locations. Trees are to be relocated behind the right-of-way. Landhope will relocate in the Fall.
- Reviewed plans and documents for the Solicitor on the Runnymede Project.

Mr. Brown moved to approve the Engineer’s Report for April and May 2019. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

ROADMASTER

Mrs. Kinney presented the following Roadmaster’s Report:

Fixed wash-out at Muddy Run bridge; mowed park and Township Building three times; cleaned up downed tree on Spring Valley Road; Cleaned gutters on West Branch Road; Mowed Township road banks; sprayed guard rail; oiled and chipped Hayesville Road and Whiteside Drive; trimmed trees on Broad Street; cleaned Township Building; and replaced fuel pump on 2240 mowing tractor.

Mr. Martin moved to approve the Roadmaster’s report for May 2019. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

OASA REPORT

Mr. Kepler reported that Oxford Area Sewer Authority continues to move forward with DELCORA regarding the sale of the Sewer Authority. DELCORA has the Agreement of Sale and it is currently under consideration. If DELCORA agrees to the terms of the agreement it can be signed at any time, otherwise, if they negotiate any of the terms, it will be presented and discussed at the next Sewer Authority meeting on Wednesday, June 19th. Mr. Kepler further stated that even if the sale of the Authority is approved, it will take at least six months. There was also discussion regarding the delinquent rate payers and placing liens on those properties that are in default.

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

OXFORD AREA RECREATION AUTHORITY

Mrs. Kinney reported the following report on behalf of the OARA:

The “Pitch-Hit and Run” event was attended by approximately 50 people; “Kids to Park” event was successful but had fewer attendees than last year; OARA has been approved for a Dockstader Foundation Grant in the amount of \$5,050. This money will be used to repair stormwater damage to the wooded portion of the walking trail; the first round of bricks will be installed in the dog park vestibule soon; and “Yoga in the Park” will run June through August on Sunday mornings.

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

HISTORICAL COMMISSION

No report. The next meeting will be held on Wednesday, June 12th at 7:00 p.m. at the Lower Oxford Township Building.

EMERGENCY MANAGEMENT REPORT

Mr. Kepler reported that Emergency Management is updating their by-laws due to questionable voting criteria. There was also discussion regarding the use of the Hopewell Elementary School as a base for emergencies. Some members are concerned of spending money to run phone lines and other emergency lines when other Townships have the capability and the capacity to host any emergency event that may arise without having to spend money for upgrades

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

OXFORD REGIONAL PLANNING COMMITTEE REPORT

Mr. Kepler attended the Oxford Regional Planning Committee in the absence of Mr. Brown. Mr. Kepler reported that the main discussion of the meeting was about saving the Chesapeake Bay and factors that influence the water quality.

TAX COLLECTOR REPORT

Mrs. Kinney stated that she received \$162.97 for Fire Hydrant Taxes and \$1,600.20 from the Chester County Treasurer's Office for the Real Estate Taxes collected for the month of May 2019.

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

OLD BUSINESS

None.

NEW BUSINESS

None.

OTHER BUSINESS

Resignation from Oxford Area Recreation Authority

Jeremy McKinney submitted his resignation letter from the Oxford Area Recreation Authority on May 16, 2019, effective immediately.

Mr. Brown moved to accept Mr. McKinney's resignation and authorize the Secretary to send him a "Thank You" letter for his service. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Mr. Martin moved to designate John Stonska to the Oxford Area Recreation Authority as Lower Oxford Township's Representative to replace Jeremy McKinney. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Master Planner Courses 2019

Ms. Dugan is requesting permission to attend the Master Planner Courses scheduled on September 11th, September 18th, and September 25th in the amount of \$158 for all three sessions.

Mr. Brown made a motion to approve the Zoning Officer's request to attend the Master Planner Courses on September 11th, September 18th, and September 25, 2019 in the amount of \$158. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

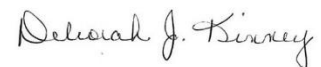
PUBLIC COMMENTS

None.

ADJOURNMENT

Mr. Brown made a motion to adjourn at 8:07 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.