

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

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Monday, July 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 four 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

None.

APPROVAL OF THE MINUTES

Mr. Brown moved to approve the minutes for the Board of Supervisor's meeting held on June 10, 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 \$78,131.75. Mr. Brown 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

- Avondale State Police – Significant Incident on 06/10/19
- Bureau of Plant & Industry – Spotted Lanternfly Quarantine
- Avondale State Police – Significant Incident Listing on 06-12-19
- PennDOT Announces 2018 Statewide Highway Fatalities
- OASD Regular Meeting Agenda for June 18th
- PECO Routine Tree Trimming
- Union Fire Co. No. 1 – May 2019 Incident Listing
- ORPC – Agenda for Wednesday, June 26, 2019
- Avondale State Police – Significant Incident Listing – 06-24-19 to 06-25-19
- CCHD – Flyer – Chester County Annual Potassium Iodide Distribution

- Chester Water Authority – Potential Sale of CWA
- SCCEMS – June 2019 Monthly Municipal Report
- Union Fire Co. No. 1 – “Statement of Financial Position – Activities and Expenditures”
- Avondale State Police – Significant Incident Listing 06/26/19 to 06/27/19
- OxREM – May 23rd Meeting Minutes – Draft
- ORPC – Regional Top TII Priority (Transportation Improvement Inventory)
- PennDOT – LTAP – Technical Information Sheet #194
- PennDOT – Moving Forward – Summer 2019 Quarterly Publication
- Avondale State Police – Significant Incidents – 06/28/19 thru 06/30/19
- PADEP – Letter dated 06/25/19 to Mr. David L. Busch – OASA – Annual Groundwater Report Complete
- Avondale State Police – Significant Incident Listings on 07/01/19 and 07/02/19
- Avondale State Police – Significant Incidents – 06/30/19 to 07/02/19
- Avondale State Police – 4th of July Holiday/Sobriety Checkpoint
- PSATS News Bulletin – June-July 2019
- SCCEMS – Letter dated June 26, 2019 – Meeting to be held on Wednesday, July 31st at 7:00 p.m. to discuss “New Funding Model for Phase-In 2020”
- Chester Water Authority – Notice of Applications – Consumptive Use and Out-of-Basin Diversion, SRBC Pending Nos. 2019-058 and 0219-061, Chester, Delaware, and Lancaster Counties in PA.

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

BUILDING INSPECTOR

The Building Inspector reported that there were nine plan reviews; eleven regular residential inspections; and fifteen commercial inspections for the month of June 2019.

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

CODE ENFORCEMENT OFFICER

Mrs. Dugan reported that there were four residential building permits; five zoning permits; one demolition permit; one single event permit; and one stormwater permit issued for the month of June 2019.

ZONING VIOLATIONS

208 Roneys Corner Road, Oxford – Sent violation letter on June 26, 2019, to the mortgage holding company for excessive junk and trash creating a hazardous health and safety violation. The mortgage holding company has cleaned the property and will maintain it until sold.

261 Bethel Road, Oxford – Sent violation letter on June 28, 2019, for large animals (goats, horse, and chickens) on 2.1 acres.

SUBDIVISION AND LAND DEVELOPMENT

Smullen – 2-Lot Subdivision

Mrs. Dugan stated that she received a cost opinion from the applicant’s engineer in the amount of \$23,721.91 on July 3, 2019. The applicant is seeking final approval contingent upon a satisfaction letter from the Township Engineer and approval from DEP for the Sewage Facilities Planning Module, Component 2.

Mr. Kepler moved to approve waiver §303.A.1.a. & §303.1.A.(1) of the Lower Oxford Township Stormwater Management Ordinance which requires a letter of adequacy. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Mr. Martin moved to approve Resolution No. 2019-19 for the Smullen 2-Lot Subdivision Sewage Facilities Planning Module Component 2. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

The Board of Supervisors discussed the Township Engineer's review letter dated July 3, 2019 and would like the applicant to address the shared driveway issue and contact PennDOT for their recommendation.

Mr. Brown moved to table the Smullen 2-Lot Subdivision until next month to give the applicant time to contact PennDOT regarding the driveway issue. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

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

ENGINEER

- Reviewed the Oxford Area Sewer Authority 2-Lot Subdivision.
- Reviewed the revised Improvement Guarantee for the John King Land Development Plan.
- Reviewed the revised Robert & Dawn Smullen 2-Lot Subdivision Plan.
- Reviewed the cost estimate for Pine View Estates and provided comments.
- Reviewed the as-built plans for Justin Kreider (Pine View Enterprises) and provided comments.
- Contacted Landhope regarding trees that were planted in the right-of-way along Conner Road and notified Landhope that the trees need to be moved and located in accordance with the final approved plan.

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

ROADMASTER

Mrs. Kinney presented the following Roadmaster's Report:

Mowed Park & Township Building four times; patched Quarryville Road; marked roads for line painting; opened inlet boxes; cleaned up mud on roads; paver-patched Bailey Drive; opened pipe on Catamount Road; cleaned up downed tree on Bethel Road; replaced post and sign on Conner Road; fixed speed limit sign on Wyncote Drive; and cleaned the Township Building.

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

OASA REPORT

Mr. Kepler reported that DELCORA did not accept the original 'Agreement of Sale' sent to them for consideration because DELCORA was not in agreement that the Authority could not be sold in the first 20 years. The OASA sent a counter 'Agreement of Sale' that would allow DELCORA to sell after the first five years of the sale with the contingency that if it is sold after that time frame, the sellers would require a portion of the profits paid back to them. No response from DELCORA to date.

Mr. Brown moved to approve the Oxford Area Sewer Authority's June 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:

OARA is holding classes for “Yoga In the Park” on Sunday mornings; the Community Crafts & Yard Sale will be held on September 7th; OARA Received a “Dockstader Foundation Grant” in the amount of \$5,500 and the OARA will use this money to repair damage to the wooded trail caused by the extreme rains; and they have a current survey on their Facebook page that they are encouraging everyone to participate in regarding park use and future needs of the facility.

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

HISTORICAL COMMISSION

Mr. Eaton stated that they are currently taking photographs of historic properties. Their next scheduled meeting will be held on Wednesday, August 14th at 7:00 p.m. at the Lower Oxford Township Building.

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

EMERGENCY MANAGEMENT REPORT

Mr. Kepler reported that he did not attend the last meeting for OxREM. He further stated that the Township is currently looking for a volunteer to be a Deputy, Emergency Operations Coordinator.

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 reported that the ORPC met on June 26th and discussed the following:

Timber Harvesting: John Theilacker from Brandywine Conservancy discussed forest/timber harvest provisions for Township and Borough Ordinances that would be designed to meet the Attorney General’s approval. Mr. Brown further stated that timber harvesting is considered agricultural and ordinances cannot prohibit clear-cutting, however, they must meet stormwater requirements.

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 \$74.90 for Fire Hydrant Taxes and \$1,635.15 from the Chester County Treasurer’s Office for the Real Estate Taxes collected for the month of June 2019.

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

OLD BUSINESS

None.

NEW BUSINESS

PennDOT Winter Traffic Services Agreement

Mr. Brown moved to approve PennDOT's Winter Traffic Services Agreement for 2019/2020 in the amount of \$1,082.06 per mile and authorize the Secretary to sign and submit to PennDOT. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

OTHER BUSINESS

Armstrong Cable

Mr. Brown stated that there was a fact-finding meeting with Armstrong on June 26th. He further stated that Lower Oxford Township's contract is about to terminate. Armstrong is willing to provide service in the more remote areas of the Township that has less houses per mile than their current agreement allows. Armstrong is asking that Lower Oxford Township provide location maps of every house in the Township to help them with this task.

SCCEMS

The Township received a letter dated June 24, 2019 from Southern Chester County Emergency Medical Services, Inc., indicating that they are going to utilize a new funding model to phase-in for 2020 and beyond. They are asking a representative from each municipality/borough to attend the meeting on Wednesday, July 31st at 7:00 p.m. at the London Grove Township Building located at 372 Rose Hill Road, West Grove, PA 19390. The Board of Supervisors authorized the Secretary to e-mail Robert Hotchkiss, Jr. (EMS Chief) and let him know that one of the Supervisors will attend.

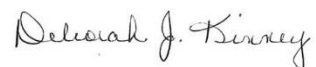
PUBLIC COMMENTS

Delores Ralph stated that Broad Street is muddy and needs more stone. Mr. Kepler stated that he would have the Roadmaster look at it and make a recommendation.

ADJOURNMENT

Mr. Brown made a motion to adjourn at 8:00 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.