

**Lower Oxford Township**  
**Board of Supervisors Meeting Minutes**  
**June 8, 2020**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Monday, June 8, 2020.

The following were in Attendance: Supervisors: W. Ronald Kepler; Kevin R. Martin; Noël A. Roy; Secretary/Treasurer, Deborah J. Kinney; Zoning Officer, Theresa Dugan; and two guests.

Mr. Kepler, called the Regular Board of Supervisors meeting to order at 7:00 p.m.

Mr. Kepler stated that there was a fact-finding meeting held on June 5, 2020 with the Engineer and on June 8, 2020 with the Solicitor to discuss COVID-19 and zoning issues.

There were no public comments concerning items on the agenda.

Mr. Jeffrey Whitmer, 254 Elkdale Road, Lincoln University, asked the Board to consider placing speed limit signs on West Branch Road and Elkdale Road that reflect 35 mph, a yellow Buggy sign, and a "Stop Ahead" sign. Mr. Kepler explained that the Township cannot place speed limit signs for anything other than the current speed limit. The yellow Buggy sign will be okay to place and he can check with the Roadmaster to see about placing a "Stop Ahead" sign for Elkdale Road and Baltimore Pike.

*Mr. Roy moved to approve the meeting minutes for the Regular Board meeting that was held on May 11, 2020 by teleconference. Mr. Kepler seconded the motion. Mr. Martin abstained. MOTION CARRIED.*

*Mr. Roy moved to approve and pay the bills from the General Fund in the amount of \$193,658.57. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Martin moved to approve escrow Release No. 9 in the amount of \$73,992.00 for the Pine View Estates (Conner Road) Subdivision & Land Development Plan reducing the amount of the letter of credit to \$692,843.00 per Township Engineer's letter dated June 8, 2020. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve escrow Release No. 10 in the amount of \$197,929.00 for the Pine View Estates (Conner Road) Subdivision & Land Development Plan reducing the amount of the letter of credit to \$494,914.00 per Township Engineer's letter dated June 8, 2020. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Martin moved to approve the Treasurer's report. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mrs. Kinney read the Correspondence and stated that it is available for public review upon request.*

The Building Inspector completed fifteen residential plan reviews; 63 residential regular inspections; three commercial inspections; and eight stormwater inspections for March thru May 2020.

*Mr. Martin moved to approve the Building Inspector's report. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

The following permits were issued during March, April, and May 2020: eight new house permits; six residential building permits; twelve zoning permits; five driveway permits; three use and occupancy permits; and one commercial sign permit.

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

Mr. Fisher submitted the following activity for the period of March thru May 2020: Reviewed Pine View Estates Escrow Reductions 7, 8, 9, and 10; reviewed and revised plans for Lincoln University Amos Hall project; reviewed the Hearne Hardwood revised stormwater plan; reviewed Stoltzfus property on Whiteside Drive concerning a stormwater pipe; reviewed Oxford Cabinetry stormwater grading changes for the detention basin and driveway; conducted a site inspection for Pine View Estates; provided review comment letter of revised Land Development Plan for Amos Hall project at Lincoln University; reviewed and discussed Pine View Estates Pump Station Plan with staff; inspected stormwater facilities for CDS; reviewed Ballymeade road with Keystone Custom Homes; started review of Alison E. Farwell 3-Lot subdivision plan; and reviewed the planning module for the Way Vine Winery Barn Conversion located on Forge Road.

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

The following report was submitted by the Roadmaster for May 2020: Fixed wash-out on Widdowson Road; fixed edges on Elkdale Road & West Branch Road; cleaned up downed tree on Catamount Road; sprayed guard-rail; mowed Township building and park three times; mowed State intersections; mowed all Township roads; opened inlet boxes; and cleaned the Township Building.

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

Mr. Kepler stated that the Oxford Area Sewer Authority met last month by video conference. The Sewer Authority has sold the land and is going to settlement for the building sometime in August. The Sewer Authority has satisfied the USDA Loan and is in better financial shape today than it has been in years. He further stated that at some point in time the Township's can expect repayment for the loan.

Mrs. Kinney reported that she received \$41,376.15 for Real Estate Taxes and \$2,014.98 for Fire Hydrant Taxes from March thru May 2020.

*Mr. Roy moved to approve the Tax Collector's report. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.*

Bids were opened for the State Road Project at 8:00 p.m.

*Mr. Roy moved to adopt Resolution No. 2020-15 to amend the Emergency Declaration Plan. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Martin moved to adopt Resolution No. 2020-16 to designate Cheek Road from SR0010 to Upper Oxford Township line and Hall Road starting at Township Road and ending at University Road where it meets Upper Oxford Township line. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

A few residents have been calling and complaining about only having dial-up internet with Armstrong. The Board of Supervisors asked the Secretary to contact the Township Solicitor and find out what the status is with our negotiations and contract with Armstrong.

Bid Awards:

*Mr. Martin moved to award the Fuel bid to Alger Oil. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Kepler moved to award the Seal-Coat In-Place bid to Asphalt Industries. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Kepler moved to award the Stone bid to Allan Myers. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Kepler moved to award the Equipment bid to Long's Asphalt. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Martin moved to re-advertise the bids for Asphalt (blacktop) since no bids were received and open at the July 13, 2020 Board of Supervisor's meeting. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

Julie Brady commented that there is internet access through Broadband. She will forward the link to the Township.

*Mr. Kepler made a motion to adjourn at 8:20 p.m. Mr. Roy 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.