

Lower Oxford Township
Board of Supervisors Meeting Minutes
November 9, 2020

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building located at 220 Township Road, on Monday on November 9, 2020.

The following were in Attendance: Supervisors: W. Ronald Kepler; Kevin R. Martin; Noël A. Roy; Secretary/Treasurer, Deborah J. Kinney; Building Inspector, Scott Moran; and four guests.

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

There was no public comment concerning items on the agenda.

Mr. John Goodall, Brandywine Conservancy, gave an update to the Board of Supervisors regarding the purchase of the Glenroy property for the parks and trails grant that will be awarded in December 2020. The Brandywine Conservancy determined that the Lower Oxford Township will be placed on the advisory board only and not as part owner as noted in a prior discussion. Mr. Goodall stated that he is asking for approval due to the deadline of mid to late December for the grant.

Mr. Martin moved to conditionally approve the covenants that the Brandywine Conservancy presented to the Board of Supervisors contingent upon approval of the Township Solicitor. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Martin moved to approve the agreement of the purchase of the Glenroy Farm by the Brandywine Conservancy for the Natural Land Area contingent upon the Township Solicitor's approval of the agreement. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve the meeting minutes for the Regular Board meeting that was held on Monday, October 12, 2020. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Secretary, Deborah Kinney presented the bills to be paid for November.

Mr. Martin moved to approve and pay the bills from the General Fund in the amount of \$48,602.12 from the General Fund and \$15,216.46 from the State Fund. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

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

Secretary, Deborah Kinney, read the Correspondence and stated that it is available for public review upon request.

Mr. Moran presented the Building Inspector's report for the month of October: There were five plan reviews; twenty-one regular inspections; ten commercial inspections; and six certificates of occupancy.

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

Zoning Officer, Deborah Kinney presented the following report for the month of October: there was one residential building permit; one sign permit; one driveway permit; and four Use & Occupancy permits issued.

Mr. Martin moved to approve Resolution No. 2020-24 to extend the Runnymede subdivision an additional 90 days. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

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

Mrs. Kinney presented the Township Engineer's report for October and stated that it is available for public review upon request.

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

Mrs. Kinney presented the Roadmaster's report for October and stated that it is available for public review upon request.

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

Mr. Kepler reported the following for the Oxford Area Sewer Authority: The Sewer Authority has moved into the Township Building and all is going very well.

Mr. Kepler reported there was nothing to report on behalf of Emergency Management for October. However, he stated that on Saturday, November 7, 2020, a cow fell into a manure pit and was finally rescued.

Mrs. Kinney reported that the Township received \$262.54 for Real Estate Taxes from the Chester County Treasurer and \$78.43 for Fire Hydrant Taxes received for the month of October 2020.

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

Mr. Roy moved to advertise on or before November 14, 2020, the proposed 2021 Budgets to be approved at the December 14th Regular Board of Supervisor's meeting.


Mr. Martin moved to advertise the Township's intention to appoint a CPA for FY-2021 on or before December 5, 2020. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Martin moved to sign the 2021 contracts for the Union Fire Co. No. 1 Fire Protection in the amount of \$64,891, the Ambulance Contract in the amount of \$25,808, and the SCCEMS-Medic 94 Contract in the amount of \$25,200. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve the Agricultural Conservation Easement Purchase for David K. & Katie F. King that includes the Agreement of Sale and Funding Agreement located at 555 Street Road, Oxford, Pennsylvania and further identified as Tax Parcel No. 56-3-40 for 55.73 Acres in four yearly installments of \$18,391.52 each and will include any reimbursement for incidental expenses. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to adjourn at 7:37 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.