

Lower Oxford Township
Board of Supervisors Meeting Minutes
May 14, 2018

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Monday, May 14, 2018.

The following were in Attendance: W. Ronald Kepler; Joel C. Brown; Kevin R. Martin; Secretary/Treasurer, Deborah Kinney; Zoning & Codes Enforcement Officer, Terri Dugan; Building Inspector, Scott Moran and 5 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

Mr. Dennis Miller asked to discuss a driveway issue he has at 102 Bethel Road. The driveway utilizes Collision Zone's property. Mr. Miller is asking for permission to construct a driveway on his own property. The Board of Supervisors told Mr. Miller he has permission to construct it with a Driveway Permit as long as he places a "No Left Turn" sign when pulling out of the driveway onto the public road. Mr. Miller agreed.

Mr. Bryan Teich of 130 College Circle asked the Board of Supervisors to approve a Home Occupation for woodworking at his property.

Mr. Brown moved to allow Mr. Teich of 130 College Circle, Lincoln University, Pennsylvania, permission to conduct a Home Occupation at this address. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

APPROVAL OF THE MINUTES

Mr. Martin moved to approve the minutes for the Board of Supervisor's meeting held on April 9, 2018. 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 \$98,022.26. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

CORRESPONDENCE

- PennDOT LTAP Technical Information Sheet #185 – "Best Practices for Patching Potholes in Asphalt Pavements" – 04/19/18

- PennDOT “Moving Forward” Newsletter for Spring 2018 – 04/19/18
- Union Fire Company No. 1 – Incident List & Alarm Report - 04/11/18
- Chester Water Authority 2017 Water Quality Report - 04/13/18
- PennDOT “FOR IMMEDIATE RELEASE” dated April 20, 2018, “Weekday Lane Restrictions Scheduled Next Week for Resurfacing Operations in Chester County”
- E-Mail from PennDOT regarding “Daytime and Nighttime Lane Restrictions Scheduled Next Week for Milling and Paving in Chester County” - 04/15/18
- OASA letter dated April 20, 2018 regarding USDA Workout Agreement
- PSATS Township Legal Defense Partnership – Spring 2018 Edition - 04/16/18
- E-Mail from PennDOT Announcing “Traffic Deaths At New Lows” for 2017 – 04/16/18
- For Immediate Release – “PennDOT to Rehabilitate Pocopson Road Bridge Over Pocopson Creek in Chester County” – 04/17/18
- For Immediate Release – “PennDOT Reopens State Road Bridge over Little Elk Creek in Chester County” – 04/19/18
- Union Fire Company No. 1 Ambulance Division letter dated April 26, 2018 regarding GM Leader Corporation.
- E-Mail from Chester County EOC regarding “Pipeline Emergency Preparedness and Training Table Top Exercise May 18, 2018 – 05/09/18
- State Police Incident Report for April 2018 – 05/09/18
- E-Mail regarding “A Primer for Municipal Officials” Saturday, May 19th 8:30 a.m. until 3 p.m. at the West Chester University
- A Memo from Milt Rudy, OxREM, available radios from FreCom – 05/09/18
- OxREM Meeting Minutes for March 22, 2018
- Oxford Area Recreation Authority Meeting Minutes from March 15, 2018
- Oxford Regional Planning Commission Committee Special Meeting Agenda for April 25, 2018
- Card received from Mrs. Mary Louise Meyers thanking the Township for the prompt response with a problem she recently had.

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

BUILDING INSPECTOR

The Building Inspector, Scott Moran presented the following report: There were nine (9) plan reviews, twenty-six (26) regular residential inspections completed; five (5) commercial building inspections; and zero (0) stormwater inspections for the month of April 2018.

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

CODE ENFORCEMENT OFFICER

Mrs. Dugan reported that there were two (2) zoning permits, two (2) single event permits; one (1) building permit; and one (1) one sign permit; issued in the month of March 2018. There were no new violations noted.

Subdivision and Land Development

Israel Smoker – 2-Lot Subdivision – SFPM

Mr. Kepler moved to approve the Israel Smoker 2-Lot Subdivision Sewage Facilities Planning Module by Resolution No. 2018-12. Mr. Brown seconded them motion. All in favor. MOTION CARRIED.

Smith – Zoning Hearing Variance

Ms. Dugan stated that there was a Zoning Hearing Application submitted by Mr. Billy Smith at 111 Township Road, Oxford, for an addition to his house. The Board of Supervisors decided not to make any recommendation to the Zoning Hearing Board regarding this variance.

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

ENGINEER

Mr. Brown moved to approve the Engineer's Report for April 2018. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

ROADMASTER

Mr. Kepler presented the following Roadmaster's Report:

- Picked-up Trash on Wilson Mill Road & Reedville Road
- Replaced Pipe on Elkdale Road
- Hauled Millings from East Nottingham
- Worked two days for Large Trash Day
- Hauled Tires & TV's to Landfill
- Stoned Dirt Roads
- Removed Guard Rail on Glen Roy Road
- Mowed Township Building and Park 3 times
- Replaced "Stop" Sign and Post on Elkdale Road
- Serviced Mowing Tractors
- Paint Truck Frames and Body
- 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 reported that the DCED Grant for the Sixth Street Pumping Station is up to date. Both the Sewer Authority Building and the Brick Road property are currently for sale.

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

REGIONAL RECREATIONAL AUTHORITY

Mr. Martin moved to appoint Jeremy McKinney to the Oxford Area Recreational Authority to replace John Stonska. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

HISTORICAL COMMISSION

Mr. Eaton reported that the historic Kauffman house was lost to fire last night.

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

EMERGENCY MANAGEMENT REPORT

Mrs. Brady reported that the OxREM met on April 26, 2018. They also held their Peachbottom Drill on April 17th. There were no issues and all went well.

Mr. Kepler moved to approve the Emergency Management Coordinator's Report. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

OXFORD REGIONAL PLANNING COMMITTEE

Mr. Brown stated that the Oxford Regional Planning Committee met on April 24th with numerous representatives from different organizations from the County, State Police, and Fire Company regarding the opioid epidemic. They are discussing holding a meeting sometime in the Fall to get put input and put out awareness.

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

TAX COLLECTOR

No report.

OLD BUSINESS

Spring Clean-Up Day was held on April 20-21, 2018 and collected four dumpsters full of trash.

The Board of Supervisors discussed moving money into their savings and placing it in a one-year CD at 1%.

Mr. Brown moved to move \$500,000 from the General Fund Savings into the General Fund to then move over to Citadel Bank Savings account. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Bid Openings

The Bids were opened at promptly 8:00 p.m.

Mr. Kepler made a motion to award Allan Myers the bid for aggregate. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Mr. Kepler made a motion to award Allan Myers the bid for asphalt. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Mr. Kepler made a motion to award Asphalt Industries the bid for Seal Coat in Place. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Mr. Kepler made a motion to award Alger Oil the bid for Diesel Fuel and Heating Oil. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Mr. Kepler made a motion to award Long's Asphalt the bid for Paving and Equipment. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

Bentley Drive

Township Engineer, Ed Fisher, sent a letter to the Township dated May 2, 2018, to lower the width of the roadway of Bentley Drive from 25' to 22'.

NEW BUSINESS

Landhope Farms

McMahon & Associates sent correspondence that PennDOT made a comment regarding the traffic light at Conner and Limestone Road claiming necessity for a left arrow for south bound traffic. The new plan shows this update, but they will need approval from the Board of Supervisors before they proceed.

Mr. Kepler moved to approve the required change per PennDOT to add a left arrow for the south bound traffic. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

OTHER BUSINESS

Codes Enforcement Officer Hours

Mrs. Dugan stated to the Board of Supervisors that she is able to work 35 hours per week if the Supervisors will allow.

Mr. Martin moved to approve Terri Dugan, Codes Enforcement Officer, to work 35 hours per week with no additional benefits. Mr. Brown seconded the motion. All in favor. MOTION CARRIED.

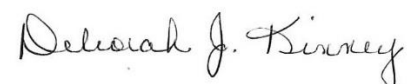
PUBLIC COMMENTS

None.

ADJOURNMENT

Mr. Brown made a motion to adjourn at 8:20 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.