

Lower Oxford Township
Board of Supervisors Meeting Minutes
October 12, 2011

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, October 12, 2011.

The following were in Attendance: Chairman Kenneth L. Hershey, Vice Chairman W. Ronald Kepler, Supervisor W. Ralph Cheek, Codes Enforcement Officer Deborah Kinney, Roadmaster Steve Price, Building Inspector Scott Moran, Secretary/Treasurer Sara Laganelli, and five guests.

CALL TO ORDER

Chairman Kenneth L. Hershey called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Mr. Kenneth L. Hershey led the Pledge of Allegiance to the flag and asked for a moment of silence.

PUBLIC COMMENT CONCERNING ITEMS ON THE AGENDA

Mrs. Teri Dignazio – Said she had a question about the budgets when it was time to discuss.

RECOGNITION OF THOSE ASKING TO APPEAR ON THE AGENDA

None.

APPROVAL OF THE MINUTES

Mr. Kepler moved to approve the minutes for the regular meeting on September 14th. Mr. Cheek seconded the motion. MOTION CARRIED.

TREASURER'S REPORTS

Presentation of Bills – Mr. Cheek moved to approve and pay the bills: totaling \$101,560.84 for General Fund, \$1,340.80 for State Fund; and \$4,251.68 for Open Space Revenue Fund. Mr. Kepler seconded the motion. MOTION CARRIED.

Budget Deviations – Mr. Kepler moved to adopt Resolution 2011-26 for budget deviations totaling \$32,873.00 for General Fund. Mr. Cheek seconded the motion. MOTION CARRIED.

Fiduciary Refunds – Mr. Cheek moved to transfer \$825.30 from the two listed escrow sub-accounts to the Master Escrow account to reimburse for engineering fees. Mr. Kepler seconded the motion. MOTION CARRIED.

CORRESPONDENCE

- ✓ PA State Police statistics report for September.
- ✓ Letter from McCormick Taylor regarding a recent inspection of Reedville Road Bridge over the branch of Big Elk Creek.
- ✓ Memo from the Chester County Tax Collection Committee regarding the annual meeting to be held November 17th at 6:00 p.m. at the Chester County Intermediate Unit in Downingtown.
- ✓ Letter from PA DEP regarding the OASA's submission of the Comprehensive Groundwater Evaluation for the Waste Water Treatment Facility.
- ✓ The Chester County Historic Network Preservation Network 2012 Membership Renewal for \$85.00.
- ✓ Certificate of Amendment from the Oxford Area Recreational Authority for the addition of West Nottingham Township.

- ✓ Fall County Convention information from Chester County Association of Township Officials.
- ✓ Copy of a letter sent to OASA from PA DEP regarding the Municipal Wasteload Management Program Corrective Action Plan.
- ✓ Chester Water Authority Newsletter for Fall 2011.
- ✓ Thank you letter from PECO for the Township's support in the recent storm response and restoration efforts.
- ✓ Actuarial Valuation Report dated September 2011 for the Township's Non-Police Pension Plan.
- ✓ Letter from *Keep PA Beautiful*, asking for information about the location of illegal dumpsites in our Township.
- ✓ Union Fire Co. No. 1 incident listing for August.

Mr. Kepler moved to accept the correspondence report. Mr. Cheek seconded the motion. MOTION CARRIED.

BUILDING INSPECTOR

Mr. Scott Moran reported that he had one plan review and twenty-seven (27) regular inspections (five failed) for the month of September. Mr. Kepler moved to approve the Building Inspector's Report. Mr. Cheek seconded the motion. MOTION CARRIED.

CODES ENFORCEMENT OFFICER

The Secretary read the Building Permits & Zoning Violations Reports for September. She issued four building permits and one sign permit. There were three new violations and one outstanding.

Subdivisions & Land Development Plans – David Blank SFPM: Mr. Cheek moved to adopt Resolution 2011-24 for the David Blank Sewage Facilities Planning Module to be sent to DEP. Mr. Kepler seconded the motion. MOTION CARRIED.

Mrs. Kinney said that there is a Zoning Hearing scheduled for October 18th for Darien White's property in Lincoln Village. Mr. Cheek moved to authorize Mr. Kepler to attend the Zoning Hearing and tell the Zoning Hearing Board that the Supervisors do not oppose the request. Mr. Hershey seconded the motion. MOTION CARRIED.

Mr. Kepler moved to approve the Codes Enforcement Officer's reports. Mr. Cheek seconded the motion. MOTION CARRIED.

ENGINEER

The Secretary read the Engineer's report for September. Mr. Kepler moved to approve the Engineer's report. Mr. Cheek seconded the motion. MOTION CARRIED.

Mr. Kepler moved to authorize the Oxford Commons Escrow Release #4 in the amount of \$253,895.67 and Release #5 in the amount of \$540,375.98 as recommended by the Township Engineer, Ed Fisher. Mr. Cheek seconded the motion. MOTION CARRIED.

REGIONAL ACT 537 PLAN

Mr. Bob Yeatman gave his report for the month of September. He said that the deadline of September 15th came and went for the Act 537 Plan. The OASA's Engineer called Kelly Sweeney at DEP and she said they were still finishing up their review. They expected to be done the end of this month. Since it is not holding up anything, they will wait for DEP to finish the review. Mr. Yeatman explained that the Board approved the low bidder for the lagoon and it now has to go to the USDA for their approval before the bid can be awarded. They are expecting a response from the USDA any day now, as they have had it for four or five days already. Mr. Cheek moved to approve Mr. Yeatman's report. Mr. Kepler seconded the motion. MOTION CARRIED.

Mr. Kepler noted that while they were on the sewer subject, he understands that East Nottingham is having issues with Enviroserver in a development along Forge Road. The homeowner's all say the systems have failed. Mr. Kepler reminded everyone that Mr. Dambro was asking for similar systems in his proposed development on Street Road.

ROADMASTER

Mr. Steve Price read the Roadmaster's Report for September. Mr. Cheek moved to approve the Roadmaster's Report. Mr. Kepler seconded the motion. MOTION CARRIED.

REGIONAL RECREATIONAL AUTHORITY

Mr. Hershey gave the report for September. He said they are still having a problem with a washout on the walking path. PlyMar may fix the problem as part of the maintenance bond. They are going to have to decide what to do about the maintenance – either do it themselves or hire a landscaper or someone to do all the work. Mr. Kepler moved to approve OARA report. Mr. Cheek seconded the motion. MOTION CARRIED.

HISTORICAL COMMISSION

Mr. Jay Eaton gave his report for September. He explained that since the bridge disaster in 2009, the Bureau of Historic Preservation and PENNDOT have developed a pilot outreach program for the viability and value of bridges. Mr. Eaton is gathering information about the Pine Grove Covered Bridge for Chester County and the Brandywine River Museum. There will be a DVD and report come out at a later date. Mr. Kepler moved to approve the Historic Commission report. Mr. Cheek seconded the motion. MOTION CARRIED.

OLD BUSINESS

Open Space Preservation – n/a

Comprehensive Plan – Mr. Joel Brown reported that they met twice in September. They went over the implementation strategy and the Public Resources and Scenic Chapters. It will now be after the first of the year before they are ready for public review. Mr. Cheek moved to approve the Comp Plan report. Mr. Kepler seconded the motion. MOTION CARRIED.

Lincoln Village Sewer – Mr. Kepler said that we had another hook-up recently and a PA One Call came through for the next few days. It is still a work in progress to get everyone to comply.

NEW BUSINESS

Ordinance 2011-5 for the reimbursement and recovery of costs for the public water line. After some discussion, Mr. Cheek moved to adopt Ordinance 2011-5. Mr. Kepler seconded the motion. MOTION CARRIED.

CPA – Mr. Cheek moved to advertise that the Township intends to use a Certified Public Accountant to do the 2011 audit. Mr. Kepler seconded the motion. MOTION CARRIED.

2012 Proposed Budgets – Mrs. Teri Dignazio asked her questions about the budget. Mr. Kepler moved to authorize the Secretary to advertise the proposed 2012 Budgets to be approved at the December 14th regular meeting. Mr. Cheek seconded the motion. MOTION CARRIED.

Worker's Comp Renewal – Mr. Kepler moved to change the Worker's Comp Coverage to AmeriHealth Casualty Insurance Co. This will save the Township \$726.00 annually. Mr. Cheek seconded the motion. MOTION CARRIED.

Trick-or-Treat – Mr. Kepler moved to have Trick-or-Treat for Lower Oxford Township on Monday, October 31st from 6:00-8:00 p.m. (the same as Oxford Borough). Mr. Cheek seconded the motion. MOTION CARRIED.

2012 Fire Protection – Mr. Cheek moved to approve and sign the 2012 Fire Protection Contract with Union Fire Co. No. 1 for a total of \$44,339.17. Mr. Kepler seconded the motion. MOTION CARRIED.

OTHER BUSINESS

Mr. Hershey explained that the Township will have to charge a fee of \$2,700.00 for the public sewer line on Route 10. The Solicitor will have to write an ordinance which requires payment of this fee to the Township prior to the Oxford Area Sewer Authority issuing a permit to tap-in to the public sewer line along route 10. Mr. Cheek moved to authorize the Solicitor to advertise the proposed Ordinance for public sewer line fees for adoption at the November 9th BOS meeting. Mr. Kepler seconded the motion. MOTION CARRIED.

PUBLIC COMMENTS

Mrs. Teri Dignazio – Asked what just happened? Is the Township going to pre-buy EDU's from the guy putting in the sewer line?

Mr. Kepler moved to adjourn the meeting at 8:25 p.m. and thanked everyone for attending. Mr. Cheek seconded the motion. MOTION CARRIED.

Note: Copies of all reports mentioned are available at the Lower Oxford Township Building, 220 Township Road, Oxford, PA.

Respectfully Submitted,

Sara B. Laganelli
Secretary/Treasurer