

**Lower Oxford Township**  
**Board of Supervisors Meeting Minutes**  
**March 9, 2011**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, March 9, 2011.

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

**PUBLIC COMMENT CONCERNING ITEMS ON THE AGENDA**

None.

**RECOGNITION OF THOSE ASKING TO APPEAR ON THE AGENDA**

None.

**APPROVAL OF THE MINUTES**

Mr. Cheek moved to approve the minutes for the regular meeting on February 9<sup>th</sup>. Mr. Kepler seconded the motion. MOTION CARRIED.

**TREASURER'S REPORTS**

**Presentation of Bills** – Mr. Kepler moved to approve and pay the bills; totaling \$49,611.53 for General Fund and \$4,511.34 for Open Space Revenue Fund. Mr. Cheek seconded the motion. MOTION CARRIED.

**Fiduciary Refunds** – Mr. Kepler moved to transfer \$1,644.31 from the five listed escrow subaccounts to the Master Escrow account to reimburse for engineering fees and to refund Stephen Elinsky and William Shainline. Mr. Cheek seconded the motion. MOTION CARRIED.

**CORRESPONDENCE**

- ✓ Union Fire Co. incident report for January.
- ✓ Thank you letter from the Oxford Postmaster to the Road Crew.
- ✓ The 2010 Project Highlights report from McCormick Taylor.
- ✓ Invitation to Chester County's Keep Farming First event on March 12<sup>th</sup>.
- ✓ Letter from the County Agricultural Development Council with a Dairy Data fact sheet.
- ✓ OARA minutes from the January 13<sup>th</sup> meeting.
- ✓ Letter from Senator Pileggi regarding a workshop called "Understanding the Mortgage Foreclosure Process" to be held on March 15<sup>th</sup> at the Concord Country Club in West Chester.
- ✓ The OASA Annual Financial Report for years ended September 2009 & 2010.
- ✓ Memo from the Chester County Tax Collection Committee with updates on the transition to Keystone Collections Group.

- ✓ Letter from the American Helicopter Museum & Education Center introducing the traveling helicopter ambassador named "Stubby," who is available for community events.
- ✓ List of resolutions that were submitted for consideration at the Chester County Assoc. of Township Officials Spring Convention.
- ✓ Anonymous letter regarding the Mazepink property on Kimble Road.
- ✓ Letter from PENNDOT regarding the Inspection Notification of National Bridge Inspection Standards.
- ✓ Letter from UGI Utilities, Inc. asking for the completion of a survey online.
- ✓ The February statistics report from the PA State Police.
- ✓ Memo from PSATS regarding the 2011 Proposed Bylaw changes.

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

### **BUILDING INSPECTOR**

Mr. Scott Moran reported that he had one plan review, one regular inspection, and one consultation for the month of February. Mr. Kepler moved to approve the Building Inspector's Report. Mr. Cheek seconded the motion. MOTION CARRIED.

### **CODES ENFORCEMENT OFFICER**

Mrs. Kinney read the Building Permits & Zoning Violations Reports for February. She issued one building permit, three certificates of occupancy, three sign permits, and no new violations.

**Subdivisions & Land Development Plans** – Mr. Cheek moved to adopt Resolution 2011-10 extending the final plan approval of the Ballymeade subdivision for an additional ninety (90) days. Mr. Kepler seconded the motion. MOTION CARRIED.

Mr. Cheek moved to adopt Resolution 2011-11 for a ninety (90) day extension to Oxford Commons for financial security. Mr. Kepler seconded the motion. MOTION CARRIED.

Mr. Kepler moved to approve the application for a family farm related business to John E. King, 190 Union School Road; for a produce auction. Mr. Cheek seconded the motion. MOTION CARRIED.

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

### **ENGINEER**

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

### **REGIONAL ACT 537 PLAN**

Mr. Bob Yeatman gave his report for the month of February. He said that DEP is still reviewing the Act 537 Plan; the 120 day review period should end sometime in May. In regards to the USDA Loan, they met with Sue Gantz from Harrisburg. She is no longer going to be their contact, so they met with the new contact person. They still need mandatory connection ordinances from the municipalities. Also, they are waiting on a commitment letter from Fulton Bank for the interim loan. The bid package went to the USDA for review. After some discussion, Mr. Kepler moved to approve Mr. Yeatman's report. Mr. Cheek seconded the motion. MOTION CARRIED.

### **ROADMASTER**

Mr. Steve Price read the Roadmaster's Report for February. Mr. Cheek congratulated Mr. Price on a job well done this winter. Mr. Kepler moved to approve the Roadmaster's Report. Mr. Cheek seconded the motion. MOTION CARRIED.

Mr. Hershey moved to adopt Resolution 2011-12 for the 2011 Road project on Elkdale Road to be paid from the State Fund. Mr. Cheek seconded the motion. MOTION CARRIED.

## REGIONAL RECREATIONAL AUTHORITY

Mr. Hershey said that there was very little done over the winter. The surveyors put up the stone monuments as required by East Nottingham Township. Mr. Cheek moved to approve the report. Mr. Kepler seconded the motion. MOTION CARRIED.

## HISTORICAL COMMISSION

Mr. Jay Eaton reported that he has four volunteers to take photographs. In 1982 there were 150 properties surveyed and photographed. One deed research went back to the early 1800's. Lincoln University has 35 deemed historic properties. They've completed about 18 photos of approximately 77 properties. Mr. Kepler thanked Mr. Eaton and moved to approve his report. Mr. Cheek seconded the motion. MOTION CARRIED.

## OLD BUSINESS

**Open Space Preservation** – N/A

**Comprehensive Plan** – Mr. Joel Brown reported that on February 23<sup>rd</sup> they reviewed the Open Space and Recreational Resources Inventory chapter. Between East Nottingham and Lower Oxford, they are approaching 3,000 acres preserved; which is the most in this area. The next meeting is April 6<sup>th</sup> at which time they will review the Community Facilities & Services inventory chapters. Mr. Cheek moved to approve the report. Mr. Kepler seconded the motion. MOTION CARRIED.

**Lincoln Village Sewer** – Mr. Kepler noted that the Secretary had sent out letters on March 1<sup>st</sup> giving the property owners with outstanding sewer permits until June 1<sup>st</sup> to complete the connection. Mr. Kepler said that he contacted everyone that has not applied for a permit yet and encouraged them to get a permit and start work on the sewer connection. The biggest excuse he received was that they can't afford it. There is one resident waiting on grant money. Mr. Kepler informed them that there are low interest loans out there and the Township is giving everyone two years with no interest to pay the tapping fee. Mr. Kepler also told the property owners without permits that it is going to be a lot cheaper for them to do the connection than if the Township does it.

## NEW BUSINESS

**Trash Day** – Mr. Kepler moved to set Spring Clean-up for Friday, April 15<sup>th</sup>, 7:00 am until 3:00 pm and Saturday, April 16<sup>th</sup>, 7:00 am until Noon and to have the Secretary print flyers to advertise it. There will be a fee for tires. Mr. Cheek seconded the motion. MOTION CARRIED.

**2011 Road Project** – Mr. Cheek moved to advertise the bids for the 2011 Road Project to be opened on April 13<sup>th</sup> at 8:00 p.m. at the regular board meeting. Mr. Kepler seconded the motion. MOTION CARRIED.

**Moratorium on Lincoln Village Sewer** – Mr. Kepler explained that there was a letter from the Township Engineer regarding the Lincoln Village Sewer connections. There is a limit on the amount of gallons that Lincoln University will accept every day. In order to make sure that the existing houses will not exceed the limit once they are all hooked-up; the Engineer is suggesting that a sewer moratorium be implemented. Mr. Kepler moved to adopt Resolution 2011-13 for the Lincoln Village Sewer Moratorium. Mr. Cheek seconded the motion. MOTION CARRIED.

Mr. Kepler moved to authorize the Solicitor to take the necessary steps to implement the Lincoln Village Sewer Moratorium. Mr. Cheek seconded the motion. MOTION CARRIED.

## OTHER BUSINESS

**Mandatory Connection Ordinance** – Mr. Kepler said that there is a meeting scheduled with the Solicitor and East & West Nottingham to discuss the mandatory sewer connection ordinance which is required by the USDA.

Mr. Kepler moved to authorize the Solicitor to advertise the sewer connection ordinance for adoption if the municipalities can come to an agreement. Mr. Cheek seconded the motion. MOTION CARRIED.

**Solar Power** – Mr. Kepler noted that the Township is looking into the possibility of installing solar panels on the Township Building. There was some discussion.

**PUBLIC COMMENTS**

None.

Mr. Kepler moved to adjourn the meeting at 8:00 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