

**Lower Oxford Township**  
**Board of Supervisors Meeting Minutes**  
**March 14, 2012**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, March 14, 2012.

**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.

**PUBLIC COMMENT CONCERNING ITEMS ON THE AGENDA**

Caroline Dilossi – Asked if there could be a recap of the Conditional Use Hearing that took place at 6:30 p.m. prior to the meeting.

**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 8<sup>th</sup>. Mr. Kepler seconded the motion. MOTION CARRIED.

**TREASURER'S REPORTS**

**Presentation of Bills** – Mr. Cheek moved to approve and pay the bills; totaling \$155,925.03 for General Fund and \$4,921.75 for Open Space Revenue Fund. Mr. Kepler seconded the motion. MOTION CARRIED.

**Budget Deviations** – Mr. Cheek moved to adopt Resolution 2012-08 for General Fund budget deviations totaling \$11,350.00. Mr. Kepler seconded the motion. MOTION CARRIED.

**Fiduciary Refunds** – Mr. Kepler moved to transfer \$1,863.14 from the three listed escrow subaccounts to the Master Escrow account to reimburse for legal and engineering fees. Mr. Cheek seconded the motion. MOTION CARRIED.

**CORRESPONDENCE**

- ✓ PA State Police Statistics for January & February.
- ✓ Union Fire Co. No. I incident listing for February.
- ✓ PSATS News Bulletin for February.
- ✓ Press Release from Lincoln University announcing that they have been awarded a \$100,000 grant from the National Endowment for the Humanities.
- ✓ The 2012 Municipal Resource Guide from the Delaware Valley Regional Planning Commission.
- ✓ Recycler's Update from Nancy Fromnick, Chester County Recycling Coordinator.
- ✓ Invitation to the Octoraro Treatment Plant public meeting on February 24<sup>th</sup>.
- ✓ The February edition of the Chester County Ledger.
- ✓ 2011 Project Highlights from McCormick Taylor.
- ✓ Memo from the County regarding Homeland Security Equipment.

- ✓ Letter from UGI regarding a red tag notice for a fuel line leak in Lincoln University.
- ✓ Postcard of the Oxford Area Historical Association's Spring programs.
- ✓ Letter from the new president of Lincoln University, thanking us for our letter welcoming him to Lower Oxford.
- ✓ PSATS Legal Defense Partnership Winter 2012 newsletter.
- ✓ Information on the Chester County Association of Township Officials Spring Convention held on March 8<sup>th</sup>.

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

### **BUILDING INSPECTOR**

Mr. Scott Moran reported that he had five plan reviews and fifty-five regular inspections (14 failed) 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 five building permits, two commercial permits, three certificates of occupancy, and two sign permits.

### **Subdivisions & Land Development Plans –**

Amos Lapp 2-lot Subdivision – Mrs. Kinney explained that the Amos Lapp subdivision at 333 Street Road was waiting on approval from the State Ag Preservation Board. The County Ag Preservation Board already approved the plan.

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 February. Mr. Kepler moved to approve the Engineer's report. Mr. Cheek seconded the motion. MOTION CARRIED.

Mr. Cheek moved to approve the Escrow Release #9 Request for Oxford Common's in the amount of \$286,850.49 as recommended by the Township Engineer. Mr. Kepler seconded the motion. MOTION CARRIED.

### **OASA Report**

Mr. Kepler reported that survey work is being done on the Osborne Lagoon. There was a problem with the permit because the drawing was first done by ARRO Engineering and then a few years ago the OASA hired RETTEW, who did a second drawing. The second drawing was somewhat different from the first. The Chester County Soil Conservation District required some revisions for the permit. Mr. Hershey moved to approve the OASA Report. Mr. Cheek seconded the motion. MOTION CARRIED.

### **ROADMASTER**

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

Mr. Kepler moved to adopt Resolution 2012-09 for the 2012 Road project on Elkdale Road and Church Road to be paid from the State Fund. Mr. Cheek seconded the motion. MOTION CARRIED.

### **REGIONAL RECREATIONAL AUTHORITY**

Mrs. Marcella Peyre-Ferry was in the audience and gave a report. She said that they received an anonymous donation for \$50,000, which is to be used for a dog park and a Frisbee park. They plan to

award the bids in June for the next phase of construction including trails, playground, and parking lot. Mr. Kepler moved to approve the report. Mr. Cheek seconded the motion. MOTION CARRIED.

### HISTORICAL COMMISSION

Mrs. Teri Dignazio reported that there was not a meeting in March. They are hoping to meet with the Professor responsible for obtaining a grant from the National Endowment for the Humanities.

### OLD BUSINESS

**Open Space Preservation** – N/A

**Comprehensive Plan** – Mr. Joel Brown reported that they will meet on March 28<sup>th</sup>. They have some final drafts of a few of the chapters. The County hopes to get more online before the next meeting. There should be a public hearing late spring/early summer. Mr. Cheek moved to approve the report. Mr. Kepler seconded the motion. MOTION CARRIED.

**Lincoln Village Sewer** – There are still three that need connected. Mr. Hershey moved to talk to the Township Solicitor about moving further with the penalty process for those that have not connected. Mr. Kepler seconded the motion. MOTION CARRIED.

### NEW BUSINESS

**Trash Day** – Mr. Kepler moved to set Spring Clean-up for Friday, April 13<sup>th</sup>, 7:00 am until 3:00 pm and Saturday, April 14<sup>th</sup>, 7:00 am until Noon and to have the Secretary print flyers, advertise, and put it on the website. There will be a fee for tires. Mr. Cheek seconded the motion. MOTION CARRIED.

**2012 Road Project** – Mr. Kepler moved to advertise the bids for the 2012 Road Project to be opened on April 11<sup>th</sup> at 8:00 p.m. at the regular board meeting. Mr. Cheek seconded the motion. MOTION CARRIED.

**Little League** – Mr. Cheek moved to approve the use of Benard Park ball field for the Oxford Little League. A certificate of liability insurance was received. Mr. Kepler seconded the motion. MOTION CARRIED.

### OTHER BUSINESS

**Amos Lapp Subdivision** – Mr. Kepler moved to adopt Resolution 2012-10 for the approval of the Amos Lapp 2 Lot Subdivision contingent upon approval from the PA State Ag Preservation Board. Mr. Cheek seconded the motion. MOTION CARRIED.

### PUBLIC COMMENTS

None.

Mr. Kepler moved to adjourn the meeting at 7:37 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