

**Lower Oxford Township**  
**Board of Supervisors Meeting Minutes**  
**October 11, 2017**

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building, 220 Township Road, on Wednesday, October 11, 2017.

**The following were in Attendance:** Chairman, Kenneth B. Hershey; Vice Chairman, W. Ronald Kepler; Member; Joel C. Brown; Assistant Secretary/Treasurer & Zoning Officer, Deborah Kinney; and 6 guests.

**CALL TO ORDER**

Chairman, Kenneth B. Hershey, called the Regular Board of Supervisors meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

Mr. Hershey 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**

None.

**APPROVAL OF THE MINUTES**

*Mr. Kepler moved to approve the minutes for the Board of Supervisor's meeting held on September 13, 2017. Mr. Brown seconded the motion. MOTION CARRIED.*

**TREASURER'S REPORTS**

**Presentation of Bills**

*Mr. Kepler moved to approve and pay the bills totaling \$47,182.42. Mr. Brown seconded the motion. MOTION CARRIED.*

**CORRESPONDENCE**

- ✓ Received PSATS Webinar Series (members only) for "Managing Your Unemployment Compensation Claims" – November 2, 2017 from 2-3 p.m.
- ✓ Received letter from FEMA dated September 15, 2017 regarding ordinance compliance for Floodplain.
- ✓ Received Union Fire Co. No. 1 – Contract for 2018 to provide Fire Protection.
- ✓ Received Union Fire Co. No. 1 Ambulance Division – Contract for 2018 to provide emergency medical services in the Township.
- ✓ Received OASD Meeting Minutes & Agenda for September 19, 2017
- ✓ Received OASA Meeting Minutes & Agenda for September 20, 2017
- ✓ Received PSAT's News Bulletin for September 2017
- ✓ Received letter from Congressman, Lloyd Smucker, regarding open communication.

- ✓ Received letter dated September 26, 2017, from the Oxford Area Recreation Authority regarding contribution for 2018.
- ✓ Received letter from TMAAC (Transportation Management Association of Chester County) asking Lower Oxford to factor them into their budgets this Fall.
- ✓ Thank you letter from Paul Andriole (Chester Water Authority) for support.
- ✓ Received PA State Police Community Awareness Bulletin “Transient Criminal Scam – Diversion Thefts/Imposter Frauds”
- ✓ Received “Grant Opportunity” from Green Region – The PECO Open Space Program
- ✓ Received Oxford Area School District Work Session Agenda for October 10, 2017 ‘
- ✓ Received PA State Police SIMS Report for September 2017.

*Mr. Kepler moved to accept the correspondence for September. Mr. Brown seconded the motion. MOTION CARRIED.*

### **BUILDING INSPECTOR**

The Building Inspector, Scott Moran presented the following report: There were four (4) plan reviews, thirty-one (31) regular residential inspections completed and twelve (12) commercial building inspections for the month of September 2017.

*Mr. Kepler moved to approve the Building Inspector’s Report for September 2017. Mr. Brown seconded the motion. MOTION CARRIED.*

### **CODE ENFORCEMENT OFFICER**

Mrs. Kinney read the Building Permits & Zoning Violations Reports for September 2017. She issued one (1) demolition permit; one (1) residential building permit; one (1) commercial permit; one (1) commercial permit; and three (3) use and occupancy permits. There were no new violations and complaints.

### **SUBDIVISIONS & LAND DEVELOPMENT PLANS**

Mrs. Kinney stated that the Planning Commission approved the preliminary land development plan for Landhope Realty at their meeting on 28, 2017.

The Board of Supervisors stated that they would like to see a left-hand turn lane on Conner Road. Mr. Fritsch, Register & Associates, stated that PennDOT did not require that when the Traffic Study was conducted. He will, however, take their request to McMahon Engineers and have them contact the Township’s Engineer.

*Mr. Kepler moved to approve waivers §511.1.D.(6)(h), §517.2.J.(3), §306.1.J.(3), §309.1, §301.2, and §311.3.1.A(2)(c). Mr. Brown seconded the motion.*

*Mr. Kepler moved to approve the Landhope Land Development Plan contingent upon compliance with Light-Heigel’s letter dated September 28, 2017. Mr. Brown seconded the motion.*

Mrs. Kinney stated that she attended the Floodplain Management Summit held on September 28, 2017, in Coatesville, PA.

*Mr. Kepler moved to approve the Zoning Officer’s reports. Mr. Brown seconded the motion. MOTION CARRIED.*

## **ENGINEER**

Mr. Kepler read the Engineer's report for September 2017.

Ed Fisher recommended release of escrow for Justin Kreider, Pine View, in the amount of \$42,245.60.

*Mr. Kepler made a motion to approve a partial escrow amount for Justin Kreider, Pine View Associates, in the amount of \$42, 245.60. Mr. Brown seconded the motion. MOTION CARRIED.*

*Mr. Kepler moved to approve the Zoning Officer's reports. Mr. Brown seconded the motion. MOTION CARRIED.*

## **OASA REPORT**

Mr. Kepler reported that the Oxford Area Sewer Authority is still moving forward with the sale of the Sewer Authority. They plan on selling the Brick Road property. He further stated that there is a letter of intent to purchase private line owned by Joe Chamberlain. They are hoping that Chester Water Authority will run dry line from Barnsley to Nottingham.

*Mr. Hershey moved to approve the OASA report. Mr. Brown seconded the motion. MOTION CARRIED.*

## **ROADMASTER**

Mrs. Kinney presented the Roadmaster's Report.

*Mr. Hershey moved to approve the Roadmaster's Report. Mr. Brown seconded the motion. MOTION CARRIED.*

## **REGIONAL RECREATIONAL AUTHORITY**

John Stonska read the report for the Regional Recreational Authority.

*Mr. Kepler moved to approve the Recreational Authority's Report. Mr. Brown seconded the motion. MOTION CARRIED.*

## **HISTORICAL COMMISSION**

Mr. Eaton stated that they have photographed 271 properties to date. They presented a picture of the Dickey Farm to share with the Board of Supervisors. They are currently working on Historic Hopewell and the History of the Dickey Family when they came and started the cotton mill. Mr. Eaton also reported that the Brandywine Conservancy did a survey and they have it on digital file.

*Mr. Kepler moved to approve the Historical Commission's Report. Mr. Brown seconded the motion. MOTION CARRIED.*

## **EMERGENCY MANAGEMENT REPORT**

Mr. Kepler reported that there was an Emergency Management Meeting at Chester Water Authority on October 18, 2017

*Mr. Hershey moved to approve the Emergency Management Coordinator's Report. Mr. Brown seconded the motion. MOTION CARRIED.*

**OXFORD REGIONAL PLANNING COMMITTEE REPORT**

Mr. Brown reported that the Oxford Regional Planning Committee met on September 27, 2017. Mr. Vince Brown, Chester County Department of Drug and Alcohol, presented disturbing numbers of those who are addicted to opioids. The committee may have another presentation and try to hold it at Herr's so that more people will be able to attend.

*Mr. Hershey moved to approve the Oxford Regional Planning Committee Report. Mr. Kepler seconded the motion. MOTION CARRIED.*

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**OTHER BUSINESS**

None.

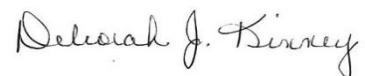
**PUBLIC COMMENTS**

None.

**ADJOURNMENT**

*Mr. Kepler made a motion to adjourn at 7:54 p.m. Mr. Brown seconded the motion. MOTION CARRIED.*

Respectfully Submitted,



Deborah J. Kinney  
Assistant Secretary/Treasurer

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