

Lower Oxford Township
Board of Supervisors Meeting Minutes
May 9, 2022

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building located at 220 Township Road, Oxford, PA 19363, on Monday, May 9, 2022.

The following were in Attendance: Supervisors: Kevin Martin, Noël A. Roy and Robert McMahon; Secretary/Treasurer, Deborah J. Kinney; Solicitor, Winifred Moran- Sebastian; and six guests.

Chairman, Martin, called the regular Board of Supervisors meeting to order at 7:00 p.m. with the Pledge of Allegiance and a moment of silence.

Mr. Martin called for public comments concerning items on the agenda. There were none.

Mr. Martin called for those asking to appear on the agenda. There were none.

APPROVAL OF MEETING MINUTES

Mr. Roy moved to approve the minutes for the regular meeting on April 11, 2022. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

APPROVAL OF BILLS - TREASURER

Mr. Roy moved to approve the bills from the General Fund in the amount of \$51,828.30. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve Escrow Release No. 7 in the amount of \$87,509.00 for Pine View Estates Phase II per Township Engineer letter dated May 9, 2022. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve the Treasurer's report. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

CORRESPONDENCE

Mrs. Kinney presented the correspondence and stated that it is on file for public review upon request.

ZONING OFFICER & CODES ENFORCEMENT

Ronald & Brenda Butt – 274 Kimble Road, Lincoln University, PA - SFPM

Mr. Roy moved to approve Resolution No. 2022-11 for Ronald and Brenda Butt, Sewage Facilities Planning Module, Component II, located at 274 Kimble Road, Lincoln University, Chester County, Pennsylvania, further identified by Tax Parcel No. 56-5-4.1A. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Subdivision & Land Development Extensions

Mrs. Kinney stated she received a 90-day extension letter dated May 9, 2022, for the Patriot Self Storage Land Development Plan that will expire on August 30, 2022.

Mr. McMahon moved to approve the Zoning Officer's report. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

ENGINEER

Mr. McMahon moved to approve the Engineer's report. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

ROADMASTER

Mr. McMahon moved to approve the Roadmaster's Report. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

OASA

Mr. McMahon reported that the Sewer Authority met on Wednesday, May 20, 2022. They continue to receive the outstanding balances from liens that were placed on properties for delinquencies. The Sewer Authority would like to apply for a grant to get one of the lagoons pumped out. Mr. McMahon also stated that the new building for the Sewer Authority is moving forward.

Mr. Roy moved that the Board of Supervisors at Lower Oxford Township are in support of the Oxford Area Sewer Authority applying for a grant to have one of the lagoons pumped out. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

OARA

Mrs. Kinney stated that there was no report received from the Oxford Area Recreation Authority for the month of April 2022.

HISTORICAL COMMISSION

Mr. Eaton reported that the Commission has established a file of history books (hard copy and digital media that is kept in the Lower Oxford Township file room). The Oxford Regional Historical Sub-Committee is helping to recruit members within the six districts. The historic grain separator that has been donated by Herr's will be added to their agricultural artifacts.

EMERGENCY MANAGEMENT

Mr. Roy reported that there has been nothing new regarding the Jennersville Hospital. He also stated that the Chester Water Authority lawsuit is in the hands of the PA Supreme Court. SCEMS services were \$35,449 over the last quarter due to the time for transporting patients to other hospitals.

OXFORD REGIONAL PLANNING COMMITTEE

Mr. Brown reported that the ORPC met virtually on April 28th. He stated that there was a power point presentation entitled "The Past, the Present, the Future: An ORPC Retrospective" presented by Mark Gallant, Chester County Planning Commission, and the Secretary of OxREM. They are focusing on an update to the comprehensive plan. Their next virtual meeting will be held on Wednesday, May 25th.

TAX COLLECTOR

Mrs. Kinney collected a total of \$33,572.46 for Real Estate Taxes for the month of April 2022. There were no monies collected for Fire Hydrant Taxes in April.

Mr. Roy moved to approve the Tax Collector's Report. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

NEW BUSINESS

Procurement Policy – Resolution No. 2022-10

Mr. Roy moved to approve a Procurement Policy by Resolution No. 2022-10. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Family Farm Related Business

Israel Fisher requested permission for a canning and bakery business at 190 Union School Road, Oxford, PA. He stated that he is currently working with the Chester County Health Department for approvals and needs permission from the Township in order to moved forward with the Health Department. The Supervisors asked questions regarding any adverse impacts regarding traffic, odors, noises, and working hours. Mr. Fisher stated that there will be no noise, smoke, or harmful or unpleasant odors as a result of this business. There will be a large truck to pick-up from the bakery once a week. There will be a delivery to Kreider's Market starting in August, but this will be done by a horse and carriage. Mr. Fisher stated that his sister will be in charge of the business, and she will be canning and baking on Thursday's. The stand for sales will be open on Friday and Saturday from 10:00 a.m. until 5:00 p.m.

Mr. Roy moved to authorize the Zoning Officer to issue the Family Farm Related Business permit if it complies with all aspects of the Lower Oxford Township Zoning Ordinance. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

OLD BUSINESS

Special Exception – Zoning Hearing Board Hearing – 110 Cheek Road, Oxford – 56-4-82 – Murray Miles

Mrs. Kinney stated that a Zoning Hearing was held on May 2, 2022 for a Special Exception for Murray Miles at 110 Cheek Road, Oxford, PA 19363, to allow a single family residence in the C-3 district was granted by the Zoning Hearing Board.

OTHER BUSINESS

Pine View Estates – Forced Main Agreement

Solicitor, Winnie Sebastian, stated that the Board of Supervisors met for a fact-finding meeting on Thursday, April 28th, at 11:00 a.m. regarding the forced main agreement on Baltimore Pike. Township Engineer will forward his review letter when complete. Mrs. Sebastian also noted that Lower Oxford will get reimbursed directly for any sewer hook-ups on Baltimore Pike.

FEMA Grant

The Board of Supervisors met virtually with FEMA at the Lower Oxford Township Building on May 5, 2022, at 1:30 p.m. regarding a grant for Calvary Road Bridge damage due to Hurricane IDA. A meeting with FEMA, Lower Oxford Township’s Roadmaster, Township Engineer, and Board members is scheduled for May 25th at 11:00 a.m. at the Calvary Road bridge site.

State Road Project Bid Openings:

Mr. McMahon moved to accept the following bid proposals for the 2022 State Road Project: Seal Coat awarded to Asphalt Industries; Equipment Rental awarded to Long’s Asphalt; and Diesel & Heating Oil awarded to Alger Oil. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

Mr. Roy moved to adjourn at 7:50 p.m. Mr. McMahon 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.