

**Lower Oxford Township**  
**Board of Supervisors' Meeting Minutes**  
**August 8, 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, August 8, 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 nine 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. Roy moved to amend the agenda to include Hearne Hardwood's Stormwater Management Agreement, Heiserman's Sewage Facilities Planning Module, and a PennDOT Engineer meeting regarding County Road #297 on Township Road. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

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 July 11, 2022. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

**APPROVAL OF BILLS - TREASURER**

*Mr. McMahon moved to approve the bills from the General Fund in the amount of \$49,201.93. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve Escrow Release No. 10 in the amount of \$80,135.00 for Pine View Estates Phase II per Township Engineer letter dated August 8, 2022. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

*Mr. McMahon moved to approve the Treasurer's report. Mr. Roy 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**

McFadden/Wiltse Stormwater Operation & Maintenance Agreement

*Mr. Roy moved to approve the Stormwater Management Operations & Maintenance Agreement for the Cedar Knoll/McFadden (Wiltse) project located at 5702 Forge Road, Nottingham, PA 19362 further identified as Tax Parcel No. 56-7-36 that was approved by the Township Engineer on August 25, 2021. Mr. McMahon seconded them motion. All in favor. MOTION CARRIED.*

Miles Stormwater Operation & Maintenance Agreement

*Mr. Roy moved to approve the Stormwater Management Operations & Maintenance Agreement for the Murray & Carolyn Miles project located at 110 Cheek Road, Oxford, PA 19363 further identified as Tax Parcel No. 56-4-79 that was approved by the Township Engineer on July 21, 2022. Mr. McMahon seconded them motion. All in favor. MOTION CARRIED.*

Hearne Hardwood Stormwater Operation & Maintenance Agreement

*Mr. Roy moved to approve the Stormwater Management Operations & Maintenance Agreement for the Hearne Hardwood project located at 200 Whiteside Drive, Oxford, PA 19363 further identified as Tax Parcel No. 56-4-23.1 that was approved by the Township Engineer on February 22, 2019. Mr. McMahon seconded them motion. All in favor. MOTION CARRIED.*

### Patriot Self Storage LDP

*Mr. Roy moved to deem the Patriot Self Storage Land Development Plan null and void unless an extension letter is received on or before August 30, 2022, for failure to grant a 90-day extension letter to the Board of Supervisors in compliance with the Pennsylvania Municipalities Planning Code Article V §508. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

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

### **ENGINEER**

*Mr. Roy moved to approve the Engineer's report. Mr. McMahon seconded the motion. All in favor. Motion carried.*

### **ROADMASTER**

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

### **OXFORD AREA SEWER AUTHORITY**

Mr. McMahon reported that most of the delinquent payments have been paid back since liens have been placed on the properties. Mr. McMahon also submitted his resignation as Oxford Area Sewer Authority Board representative for the Township.

*Mr. Martin moved to accept Mr. McMahon's resignation letter from the Oxford Area Sewer Authority Board. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

### **OXFORD AREA RECREATION AUTHORITY**

No report.

### **HISTORICAL COMMISSION**

Mr. Eaton reported that the six municipalities are involved with the Regional Historic Commission. They are currently working to establish an Agricultural Historical Center at the Glen Roy Property. Herr Foods, Inc., are going to move the historic grain separator to the Glen Roy property.

### **EMERGENCY MANAGEMENT**

Mr. Roy reported that he attended a meeting with the Union Fire Co. No. 1 and the Ambulance Division on July 21<sup>st</sup> regarding a new funding plan. He also attended a meeting on August 4<sup>th</sup> with representatives for the ChristianaCare purchase of the Tower Health Building. The first phase of the transition will be opening the Emergency Room and transferring the records from Tower Health to ChristianaCare. The entire hospital will need to be brought up to code. Medic 94 is welcome to stay there unless they decide to move. A notice will be placed on the Township's website asking for any input from the community with regards to the re-opening of the ChristianaCare Hospital in Jennersville.

### **OXFORD REGIONAL PLANNING COMMITTEE**

Mr. Brown reported that the ORPC met virtually on Wednesday, July 24<sup>th</sup>. He stated that discussion included the purchase of the Tower Health Hospital at Jennersville. Their goal is to identify community needs. The committee will hold a panel discussion regarding active shooters. This will include the Pennsylvania State Police, Lincoln University Police, Oxford Police, and West Nottingham Police Departments. Mr. Wood, Oxford Area School District Superintendent, will be attending as well.

### **TAX COLLECTOR**

Mrs. Kinney collected a total of \$657.17 for the Fire Hydrant Taxes for the month of July 2022. The real estate tax collections have not been received to-date by the Treasurer of Chester County.

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

## **NEW BUSINESS**

None.

## **OLD BUSINESS**

### Baltimore Pike Forced Sewer Main

Ms. Sebastian, Township Solicitor, stated that there are questions regarding the capacity and financing with regards to the Baltimore Pike Forced Sewer Main. The Board of Supervisors will not make a decision until these issues are resolved.

### Heiserman – 1013 Hopewell Road, Oxford – SFPM

Ms. Sebastian, Township Solicitor, stated that the attachments to the agreement for the Heiserman Sewage Facilities Planning Module for a stream discharge were not included with the submission. The installation and maintenance agreement will also be subject to the Township Solicitor's approval. Brian McEwen assured that he will provide this information to the Township Solicitor for approval.

## **OTHER BUSINESS**

### Fact-Finding Meeting

Mr. Martin stated that the Board of Supervisors met on Friday, July 29, 2022, at 10:30 a.m. at the Township Building for a fact-finding zoom meeting with FEMA regarding the Calvary Road Bridge.

### Appoint OASA Representative for Lower Oxford Township

*Mr. Roy moved to appoint Deborah Kinney to the Oxford Area Sewer Authority Board as the Lower Oxford Township Representative. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

### Chester County Bridge #297 over West Branch Big Elk Creek

Diana Reader, McCormick Taylor Engineers, (PennDOT) needs to schedule a meeting for Chester County Bridge #297. The Board of Supervisors decided that they can meet on Wednesday, September 7, 2022, at 11:30 a.m. The Secretary will contact Ms. Reader to set up the meeting.

## **PUBLIC COMMENTS**

Mr. Roland Pattinson asked if he could attend the meeting regarding the Bridge on Township Road. Chairman Martin stated that this meeting is only for the Township staff, but there will be future meetings held that the residents will be able to attend. Mr. Pattinson also asked if it was possible to put a "RIGHT TURN - KEEP GOING SIGN" at Township Road and Conner Road. Mr. Price, Roadmaster, stated that would be impossible to do. Mr. Martin stated that it is difficult to police the irresponsible drivers. Mr. Price stated that he can place yellow broken lines back on the roadway to see if that will help.

## **ADJOURNMENT**

*Mr. Roy moved to adjourn at 8:00 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.