

**Lower Oxford Township**  
**Board of Supervisors' Meeting Minutes**  
**September 12, 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, September 12, 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 four 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.

**Recognition of Those Asking to Appear on the Agenda**

Carey Bressler from the Oxford Public Library thanked the Board of Supervisors for their annual donation. She gave a brief update of their financial status and an overview of the upcoming events. This information can be accessed on their website at [www.oxfordpl.org](http://www.oxfordpl.org).

Mr. Shane Kinsey, Fire Chief, along with Assistant Fire Chief, Jim Booth, gave an update of the Union Fire Company No. 1's current situation. Mr. Kinsey stated that since August 1<sup>st</sup> the calls have steadily increased. There were 294 incidents in August and 200 of them were for Lower Oxford Township. They are on track for a total of 3,000 calls by the end of the year. He stated that they have received a grant for \$80,000 for their sprinkler system at the West Nottingham Township Station. Currently one employee works eight hours a day and they would like to hire an additional employee in 2023 to help with the workload. They also have a full-time mechanic that is shared with the West Grove Fire Company.

**APPROVAL OF MEETING MINUTES**

*Mr. Roy moved to approve the minutes for the regular meeting on August 8, 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 \$59,717.02. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve Escrow Release No. 11 in the amount of \$158,010.00 for Pine View Estates Phase I per Township Engineer letter dated September 12, 2022. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve Escrow Release No. 11 in the amount of \$24,290.00 for Pine View Estates Phase II per Township Engineer letter dated September 12, 2022. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Martin moved to authorize the Secretary to send the annual donation of \$2,500 to the Oxford Senior Center before the next meeting and include the payment on the October 2022 Bills List. 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**

Mrs. Kinney stated that the following subdivisions are currently at the Planning Commission level: Mitchell Glenn, 4401 Forge Road, Oxford – 2-Lot Subdivision and Add-on and William Kepler 410 Conner Road, Oxford – 3-Lot Subdivision. There are no extension letters currently due.

*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**

No report.

## **OXFORD AREA RECREATION AUTHORITY**

The OARA met on Thursday, July 21, 2022, at the Oxford Area Regional Park. Candace Miller will make the annual audit available to the member municipalities and will send the 2023 draft budget to the participating municipalities. Wording for the Natural Playground sign is still pending and dedication is still to be determined. Ms. Miller is currently working on letters of interest for engineers for the design of Parcel 2. They are also looking for volunteers from Elk Township and West Nottingham Township to serve as members.

## **HISTORICAL COMMISSION**

No report.

## **EMERGENCY MANAGEMENT**

Mr. Roy reported that there is no new information on the Jennersville Hospital.

## **OXFORD REGIONAL PLANNING COMMITTEE**

Mr. Brown reported that the ORPC met virtually on Wednesday, August 24, 2022. They discussed setting up a meeting regarding an active shooter situation. The reopening of Jennersville Hospital will start with the Emergency Room. Mr. Brown also stated that the Borough of Oxford is working on an ordinance amending their Subdivision and Land Development and Zoning in order to revise their high density requirements.

## **TAX COLLECTOR**

Mrs. Kinney collected a total of \$153.00 for the Fire Hydrant Taxes and \$310.64 from the Chester County Treasurer for the real estate taxes for the month of August 2022.

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

## **NEW BUSINESS**

Township Solicitor, Ms. Sebastian, stated that she will have a new stormwater management ordinance for the Township to adopt. The ordinance will state that the municipality will keep their current standard for stormwater management waiver requirements.

## **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 that are still pending.

**OTHER BUSINESS**

Fact-Finding Meeting

Mr. Martin stated that the Board of Supervisors met on Wednesday, September 7, 2022, at 11:30 a.m. at the Township Building for a fact-finding meeting with PennDOT’s Engineer, McCormick Taylor, regarding the Township Road Bridge (#297) Replacement Project.

**PUBLIC COMMENTS**

Ms. Brady asked the Board of Supervisors if they would consider including an area for Large Trash Day where people can swap out items that may not necessarily be junk. Mr. Martin stated that this decision should be made by Roadmaster, Steve Price.

Vice-Chairman, Roy, asked the Township Solicitor if there is any information regarding the State’s designation of money for broadband expansion. Ms. Sebastian stated that the Governor just appointed a Chairperson to research broadband availability and that it could take several years before we see any results.

Ms. Bressler stated that the CCIU is currently conducting an internet survey for households without broadband connection. She will forward the information to the Secretary tomorrow so it can be placed on the Township’s website.

**ADJOURNMENT**

*Mr. Roy moved to adjourn at 8:06 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.