

**Lower Oxford Township**  
**Board of Supervisors' Meeting Minutes**  
**November 14, 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, November 14, 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 twelve 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:** Mr. Morris, 385 Scroggy Road, asked to be recognized for a noise nuisance at 383 Scroggy Road, Oxford.

*Mr. McMahon moved to amend the agenda to include Resolution No. 2022-20 to accept the Baltimore Pike Forced Main Deed of Dedication; a Deed of Dedication from Lower Oxford Township to Oxford Area Sewer Authority for the Forced Main on Baltimore Pike; the Forced Main Bill of Sale from BK Campbell to Lower Oxford Township; and Forced Main Bill of Sale to Oxford Area Sewer Authority from Lower Oxford Township. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

Mr. Martin called for any comments regarding this amendment. There were none.

**APPROVAL OF MEETING MINUTES**

*Mr. Roy moved to approve the minutes for the regular meeting on October 10, 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 \$85,730.31. Mr. Roy 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**

*Mr. McMahon moved to approve a waiver for the Reedville Village Subdivision and Land Development Plan for Section 306.A. that requires each watershed meet the infiltration requirement separately that was recommended by the Township Engineer by letter dated October 27, 2022. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. McMahon moved to approve a waiver of Section 370.1.B. for the Reedville Village Subdivision and Land Development Plan that requires the detention basin must have a time to drain of at least 24 hours no more than 72 hours that was recommended by the Township Engineer by letter dated October 27, 2022. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

Ms. Kinney stated that the Township is currently waiting for Chester County Health Department and Chester County Planning Commission for the Mitchell Glenn Sewage Facilities Planning Module and awaiting Chester County Health Department approval for the Lincoln House/Bond House Sewage Facilities Planning Module to hook up to their public sewer system at Lincoln University.

Ms. Kinney stated that she received a letter dated October 14, 2022, from Mitchell Glenn granting the Board of Supervisors an additional 90 days to review the Glenn 2-lot subdivision and add-on plan located at 4401 Forge Road, Oxford, PA 19363.

Mr. Bill Morris, 385 Scroggy Road, requested that the Township look into activities being conducted at 383 Scroggy Road (Stoltzfus) with regards to a noise nuisance and a possible unlawful business. He stated that Mr. Stoltzfus has a diesel generator running for a refrigerated truck body that runs 24 hours a day and seven days a week that he stores wreaths in that are for sale. He had a video that he presented to the Board of Supervisors with the noise from the generator at early morning hours. He also stated that trucks come in and out at early morning hours delivering the wreaths and back into his driveway with the backup beepers on. Mr. Morris said that the neighbor has at least five Amish girls working for him. Mr. Morris also presented a cost sheet for Pine Ridge Wreaths from Mr. Stoltzfus' business. Ms. Debra Pankowicz stated that Mr. Stoltzfus has been burning black plastic all year long and they have contacted DEP on several occasions and have taken videos of the burning. Solicitor Sebastian stated that DEP needs to enforce the burning. Codes Enforcement Officer Kinney will send a letter requesting a meeting with Mr. Stoltzfus to find out what type of activity is being conducted on the property to ensure that it is legal under the Township's ordinances. Once the Township has established what he is doing, they can proceed from there.

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

#### **ENGINEER**

*Mr. McMahon moved to approve the Engineer's report that is on file at the Township Office. Mr. Roy seconded the motion. All in favor. Motion carried.*

#### **ROADMASTER**

*Mr. Roy moved to approve the Roadmaster's Report that is on file at the Township Office. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

#### **OXFORD AREA SEWER AUTHORITY**

Mrs. Kinney reported that the Sewer Authority is planning to be in the new building before the end of the year. Resolution No. 22-06 "Amending the Rules and Regulations of the Oxford Area Sewer Authority, Pertaining to Low Pressure Force Mains and Grinder Pump Systems" was approved.

#### **OXFORD AREA RECREATION AUTHORITY**

The Halloween double-feature at the Park was not as successful as they had hoped. The weather was unusually cold. They still managed to make a small profit thanks to generous sponsors. The Oxford Rotary Foundation is raising funds to help the Rec Authority with the creation of an adaptive physical fitness area for adults. The Oxford Rotary Foundation also made the Recreation Authority the beneficiary of the proceeds from the Crab Feast that was held in the summer. The budget will be approved at the November meeting.

#### **HISTORICAL COMMISSION**

Jay Eaton reported that the grain separator donated by Herr's was successfully transported to the Ag Heritage Center on October 18, 2022. He handed out pictures to the Board of Supervisors of the grain separator.

#### **EMERGENCY MANAGEMENT**

Mr. Roy reported that the PA Supreme Court is set to hear oral arguments regarding Chester Water Authority vs. Aqua on November 30<sup>th</sup>. It was just learned that the DCED appointed Receiver for the City of Chester has just filed bankruptcy. Mr. Roy asked Solicitor Sebastian if this could cause a "stay." Ms. Sebastian stated that she will look into it. Mr. Roy stated that he also met with State Representative Lawrence on November 10<sup>th</sup> regarding WiFi/broadband expansion in the community and types of funding. He further stated that he understands that Comcast would like to override Armstrong's existing wires in the Township. A franchise agreement must be in place before any connectivity happens. Mr. Roy stated that he has a meeting with Dr. Allen, President of Lincoln University, on December 8<sup>th</sup> to discuss internet service.

## **OXFORD REGIONAL PLANNING COMMITTEE**

Mr. Brown reported that the ORPC met virtually on Wednesday, October 26, 2022. There was discussion regarding the major land development plan of the Moran Tract located in the Oxford Borough. Mr. Brown stated that this could impact Lower Oxford Township's traffic at Roney's Corner Road. A Conditional Use Hearing is scheduled for this project in December. Mr. Brown stated that there will be no meeting in November. The next scheduled virtual meeting will be held on December 1<sup>st</sup>.

## **TAX COLLECTOR**

Mrs. Kinney collected a total of \$328.87 from the Chester County Treasurer for the real estate taxes for the month of October 2022. There were no fire hydrant taxes collected for October.

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

## **NEW BUSINESS**

*Mr. McMahan moved to approve the Bill of Sale for the Baltimore Pike Forced Main from BK Campbell Enterprises to Lower Oxford Township. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. McMahan moved to approve the Bill of Sale for the Baltimore Pike Forced Main from Lower Oxford Township to the Oxford Area Sewer Authority. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve Resolution No. 2022-20 for the Deed of Dedication for the Baltimore Pike Forced Main. Mr. McMahan seconded the motion. All in favor. MOTION CARRIED.*

*Mr. McMahan moved to issue the Deed of Dedication from Lower Oxford Township to the Oxford Area Sewer Authority for the BK Campbell Enterprises Forced Main located on Baltimore Pike. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

## **OLD BUSINESS**

None.

## **OTHER BUSINESS**

Mr. Roy stated that he had a meeting with State Representative Lawrence on November 10<sup>th</sup>. They spoke about the bridge that is to be widened on Route #10 with a proposed traffic light. He further stated that Upper Oxford Township will install round-a-bouts in lieu of traffic lights which the Township might want to consider. Mr. Brown stated that the option of round-a-bouts were considered quite a few years ago, however, the north side of the bridge is extremely elevated making it difficult to install a round-a-bout. Mr. Roy also stated that the Sacred Heart Church has approached the Wolfson Group regarding a driveway from their property into Walmart's.

*Mr. Roy moved to authorize the Secretary/Treasurer to advertise that the proposed 2023 budget is available for public review at the Township Building and that the final adoption of the 2023 budget will be held on Monday, December 12, 2022. Mr. McMahan seconded the motion. All in favor. MOTION CARRIED.*

*Mr. McMahan moved to adopt Ordinance 2022-01 to enforce "No Parking in Right-of-Way Due to Weather Emergency." Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

Ms. Kinney will send letters to homeowners on White Doe Drive and Buck Run Drive. The fine will be \$100 each 24 hour period. Roadmaster, Steve Price, will post the signs. Ms. Sebastian stated that she will work on a broader "No Parking" ordinance.

Ms. Kinney stated that Venture Security will be here on Thursday, November 17<sup>th</sup> to install the security on the doors in the vestibule.

## **PUBLIC COMMENTS**

Mr. Eaton stated that with regards to the broadband, a friend of his was able to purchase a device that picks up some programming cable that might be helpful for some residents.

**ADJOURNMENT**

*Mr. Roy moved to adjourn at 8:30 p.m. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

Respectfully Submitted,

A handwritten signature in cursive script that reads "Deborah J. Kinney".

Deborah J. Kinney  
Secretary/Treasurer

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