

Lower Oxford Township
Regular Board of Supervisors Meeting Minutes
February 13, 2023

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building located at 220 Township Road, on Monday, February 13, 2023.

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

Mr. Martin, called the Regular Board of Supervisors meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Mr. Martin asked if anyone wanted to appear on the regular meeting agenda. There were none.

Mr. Roy moved to amend the Board of Supervisors Agenda to include the appointment of the Chester County Tax Collection Committee delegates by resolution. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve the meeting minutes for the reorganization meeting on January 3, 2023. Mr. McMahon seconded the motion. MOTION CARRIED.

Mr. McMahon moved to approve the bills from the General Fund in the amount of \$59,360.50. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to approve Escrow Release #2 for the Pine View Estates Phase III in the amount of \$24,668.00 per the Township Engineer's letter dated February 8, 2023. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve Escrow Release #3 for the Pine View Estates Phase III in the amount of \$94,943.00 per the Township Engineer's letter dated February 8, 2023. 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.

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

Mrs. Kinney submitted the following Codes Enforcement Officer/Zoning Officer Report for January 2023:

The Township Engineer has determined that the Manuel Rivero Gymnasium Renovation located at the Lincoln University Campus located at 1570 Baltimore Pike, Lincoln University, PA 19352 does not meet the definition of a land development submittal, however, stormwater and erosion and sedimentation control plan must be submitted to the Township for review.

Mr. McMahon moved to waive the subdivision and land development requirements for the Chris Hauser Add-On located at 110 Widdowson Road, Oxford, Pennsylvania, further identified by Tax Parcel No. 56-1-1.1 and defer the review to Upper Oxford Township per Township Engineer recommendation letter dated February 10, 2023. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

The Lincoln House and Bond House owned by Lincoln University Campus received an insufficient letter dated January 26, 2023, from Pennsylvania Department of Environmental Protection for a Sewage Facilities Planning Module. Spotts, Stevens, & McCoy, Engineer for Lincoln University, needs to provide additional information to PADEP with regards to the Township's official Act 537 plan.

Way Vine Estate LLC, Sewage Facilities Planning Module, located at 5158 Forge Road, Nottingham, PA 19363, further identified by Tax Parcel No. 56-7-40.1, has been determined by Pennsylvania Department of Environmental Protection dated January 24, 2023, that "no planning modules are required for this project."

Mr. Roy moved to approve Resolution No. 2023-06 to extend the Patriot Self-Storage Land Development Plan an additional 90 days. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Glenn submitted a letter dated January 5, 2023, granting the Board of Supervisors a one-year extension for the review of the Mitchell Glenn 2-Lot Subdivision and Add-On plan located at 4401 Forge Road, Oxford, PA, further identified by Tax Parcel Nos. 56-7-42.1 & 56-7-46, that would have expired on January 10, 2023.

Mr. Wilson submitted a letter granting the Board of Supervisors a one-year extension by letter dated January 18, 2023, for the review of the Wilson 2-Lot Subdivision located at 5006 Forge Road, Nottingham, PA, further identified by Tax parcel No. 56-7-40.2.

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

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

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

Mrs. Kinney submitted the following for the Oxford Area Sewer Authority for January 2023:

A Re-Organization meeting for the Oxford Area Sewer Authority was held on Wednesday, January 18, 2023. The Officers are as follows: Chairman, Candace Miller; Vice-Chairman, Robert Russell; Secretary, Randall Gray; Treasurer, Jake Yohe; Assistant Treasurer, John Wallace; Engineer, Entech Engineering, Inc.; Attorney, Lamb McErlane PC; Auditor, BBD, LLP; and Executive Director, David Busch (Keystone Alliance Consulting).

Developer Activity is as follows: Pine View Estates - Phase III work has begun; Langston Subdivision - Development agreements have progressed and escrow amounts have been determined and agreed to by both Engineer and Developer; and Moran Tract - Revision of the development site plan has been submitted. A public hearing was held on January 23, 2023, to address the Conditional Use Application; and Herr Foods: Startup of the pump station occurred on January 18, 2023.

A new program has been implemented from the State "Pennsylvania Homeowner Assistance Fund (PHAF) that will assist homeowners who have been impacted financially due to COVID-19. Seventy-two shut off letters were mailed in January 2023.

Mrs. Kinney reported on behalf of the Oxford Area Recreational Committee for the month of January 2023. The committee met on Thursday, January 19, 2023, and reorganized. The Officers are as follows: Chairman, Chip Benke; Vice-Chairman, John Reynolds; and Treasurer, Candace Miller. Currently there is a vacancy for Elk Township. A fence is to be installed at the Park in an effort to eliminate or reduce vehicular vandalism. There is a large hazardous tree that will be removed from the Oaks Road site. An "All Ages Easter Egg Hunt" is being planned. Bids are currently being accepted for park mowing. They are requesting member municipalities to help with the damage from erosion that is a result of the heavy rains with regards to labor and/or materials or a financial donation. The committee is requesting an increase in support from the municipalities/borough from ARPA funds. They would also like to thank municipalities for their help in trash collection, fixing potholes, parking lot repair, etc.

Historical Commission – No report

Mr. Roy stated the Union Fire Company No. 1 and the Ambulance Division are now meeting twice a year instead of four times a year.

Mr. Brown reported that the Oxford Regional Planning Committee met on January 25, 2023, and reorganized. He stated that the officers remain the same. Chairman, Al Jezyk; Vice-Chairman, Charles Fleischmann; and Treasurer, Bob Ketcham. The ORPC is currently working on the update to the multi-municipal Comprehensive Plan and will forward a questionnaire to the participating municipalities before the startup of the plan. Their next scheduled meeting is to be held on February 22, 2023.

Mrs. Kinney collected \$91.79 from the Chester County Treasurer for the Real Estate Taxes and there were no monies collected for the Fire Hydrant Taxes for the month of January 2023.

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

Mr. Martin announced that Limestone Road LLC located at 160 & 164 Limestone Road, Oxford, has submitted a Conditional Use Application. The hearing has been scheduled for Tuesday, March 7, 2023, at 7:00 p.m. Mrs. Kinney stated the Planning Commission reviewed the plan at their meeting held on Thursday, February 23, 2023, and made the following recommendation: *"Mr. Brown moved to advise the Board of Supervisors that the Limestone Road LLC Conditional Use Hearing application was lacking sufficient information regarding the proposed use of the property, therefore, no recommendation is being made at this time. Mr. Moran seconded the motion. All in favor. MOTION CARRIED.*

Mr. Roy moved to appoint Robert McMahon as the Deputy Emergency Management Coordinator. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve the Lower Oxford Township's Emergency Operations Plan by Resolution No. 2023-07. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to approve Resolution No. 2023-08 appointing Brian Cooney as the Primary Voting Delegate, Kevin R. Martin as the Second Voting Delegate, and Noël A. Roy as the Alternate Voting Delegate for the Lower Oxford Township Chester County Tax Collection Committee. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

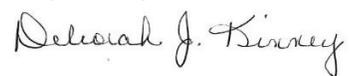
Mrs. Kinney stated that Bruce Kauffman (200 Log House Road, Upper Oxford Township) would like to donate a POW/MIA flag to the Township and asked if the Supervisors would agree to display it. Solicitor Sebastian stated that she would look into this matter.

Mr. McMahon moved to appoint Alonzo Shoemaker, Jr., to the Lower Oxford Township Planning Commission to fill the vacancy for Jake DeWees for a five-year term that will expire December 2027. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Joel Brown asked that the PennDOT Article regarding EV Station application for grants be sent to Sunoco, Landhope and Hostetter's market. Mrs. Kinney agreed to send a copy.

Mr. Roy moved to adjourn at 7:55 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.