

**Lower Oxford Township
Regular Board of Supervisors Meeting Minutes
March 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, March 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 seven 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. Ms. Jessie Clemens stated that she received a "Notice to Quit" from the Township giving her a thirty-day notice to vacate and remove her belongings from the Lincoln Community Center. She is requesting a ninety-day extension until June 30th. After a brief discussion the Board agreed to give her an additional thirty days that will expire on May 31, 2023.

Approval of Meeting Minutes

Mr. McMahon moved to approve the meeting minutes for the regular meeting held on February 13, 2023. Mr. Roy seconded the motion. MOTION CARRIED.

Treasurer

Mr. Roy moved to approve the bills from the General Fund in the amount of \$58,049.93 and from the Open Space Fund in the amount of \$18,391.52. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve Escrow Release #4 for the Pine View Estates Phase III in the amount of \$113,153.00 per the Township Engineer's letter dated March 13, 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.

Correspondence

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

Zoning Officer

Mr. McMahon moved to approve the Mitchell Glenn 2-Lot Subdivision and Add-On Plan by Resolution No. 2023-09 with the contingency of the driveway removal, easement for accessory building and approval of the Sewage Facilities Planning Module by Pennsylvania Department of Environmental Protection per the Township Engineer's review letter dated March 10, 2023. Mr. Roy 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 - Mrs. Kinney reported the following developer activity: Langston Subdivision – Review of project escrows and security agreements have progressed; Wicklow Subdivision – Work continues on the South Baltimore Pike line; Moran Tract - Revision of the development site plan has been submitted and a public hearing was held on January 23, 2023, to address the Conditional Use Application; and Herr Foods is now receiving non-processed waste. Grant funding was submitted to Chester County for ARPA funding. Work on the extension of fiber-optic line has been completed. Director, Busch, met with Sunny Dell in November 2022.

Progress has been made and Sunny Dell has selected a grease interceptor. The CFA Grant Application funding decisions have been delayed again but have been rescheduled for late March 2023.

Oxford Area Recreational Authority - Mrs. Kinney reported that the Recreation Authority met on Thursday, February 16, 2023. Three bids were received for mowing the park. The Natural Playground is nearing completion. The first workday was scheduled for Saturday March 4th. Currently working on another grant application submission seeking funds for emergency trail restoration. The trails have been severely damaged by erosion during this unusual weather pattern over the past year. An "All Ages Easter Egg Hunt" is being planned at the park on April 8th. The event will be held from 9:00 a.m. until noon.

Emergency Management - Mr. Roy reported that he placed a call to those in charge of the Jennersville Hospital with regards to an opening time frame and is awaiting their return call.

Oxford Regional Planning Commission - Mr. Brown reported that the Committee met virtually on Wednesday, February 22, 2023. He stated that they are currently working on the multi-municipal plan update. The Chester County Planning Commission has worked out a list of questions regarding the update. The next virtual meeting will be held on March 22, 2023.

Tax Collector - Mrs. Kinney collected \$7,700.68 from the Chester County Treasurer for the 2023 Real Estate Taxes and \$346.08 for the 2022 Real Estate Taxes. There were no monies collected for the Fire Hydrant Taxes for February 2023.

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

Mr. McMahon moved to approve the 2023 Act 44 Disclosure Statement submitted from PSATS to acknowledge the subcontractors' firms for the Municipal Pension Fund that provides various professional services. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve Friday, April 14th from 7:00 a.m. until 3:00 p.m. and Saturday, April 15th from 7:00 a.m. until 1:00 p.m. for the Township's Spring Clean-Up Day and authorize the Secretary/Treasurer to advertise. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to appoint Robert McMahon to the Planning Commission as an alternate that will be renewed each year at the January re-organizational meeting. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to approve the Pine View Estates Fire Hydrant Contracts for two fire hydrants in the Phase III development of the Conner Road Subdivision. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

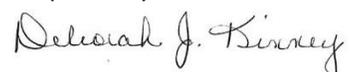
Mr. Roy moved to approve the Operations and Maintenance Agreement for a septic denitrification system for the Benjamin Jewett and Barthelmie Anna Tsiarinjegne residence located at 350 Austin Drive, Oxford, further identified by Tax Parcel No. 56-3-69.40, contingent upon the Township Engineer' approval. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve Lower Hopewell Road from Bethel Road to Calvary Road for the 2023 Liquid Fuels Paving Schedule. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Ms. Kinney, Zoning Officer, announced that a Zoning Hearing Board Variance application was received from Valleybrook RV located at 141 Union School Road, Oxford, for variance relief from a rear setback line from 50' to 25'. Art Sagnor, Zoning Hearing Board Solicitor, sent a letter dated March 9, 2023, to the applicant stating that the application was incomplete without the receipt of a plot plan or survey. The applicant has 60 days to respond.

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.