

Lower Oxford Township
Regular Board of Supervisors Meeting Minutes
Monday, March 11, 2024

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 11, 2024.

The following were in Attendance: Supervisors: Kevin R. Martin; Noël A. Roy; Robert J. McMahon; Secretary/Treasurer, Deborah J. Kinney; Solicitor, Winifred Sebastian; and nine guests.

Mr. 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 stated that the Board of Supervisors met for an information gathering meeting on Wednesday, February 28, 2024, and again on Friday, March 8, 2024, at the Township Building regarding the annual employee health insurance coverage renewal.

RECOGNITION OF THOSE ASKING TO APPEAR ON THE AGENDA

Ms. Carey Bresler presented a proclamation to the Board of Supervisors entitled “National Library Week” that will be observed the week of April 7-13, 2024. She also stated there is a fishing tournament to be held at the Glenroy Preserve on June 29, 2024, and that “Library Spirit Week” will be held the last week of March.

Mr. Roy moved to approve Resolution No. 2024-09 proclaiming that April 7-13, 2024, will be observed as National Library Week. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

APPROVAL OF MEETING MINUTES

Mr. Roy moved to approve the meeting minutes for the regular meeting held on February 12, 2024. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

TREASURER

Mr. McMahon moved to approve the bills from the General Fund in the amount of \$68,072.81. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve a final stormwater escrow release in the amount of \$13,413.26 for BK Campbell Enterprises for the property located at 5702 Forge Road, Oxford, PA 19363, further identified by Tax Parcel No. 56-7-36 by recommendation of the Township Engineer on March 8, 2024. 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

Chairman Martin stated that the correspondence list is available on the table at the back of the meeting room.

ZONING OFFICER

Mr. Roy moved to approve the Stormwater Operations and Maintenance Agreement for Lincoln University’s Manuel Rivero Gymnasium project located 1570 Baltimore Pike, Lincoln University, Chester County, Pennsylvania 19352, further identified by Tax Parcel 56-4-63E. 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. McMahon moved to approve the Roadmaster's Report. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

OXFORD AREA SEWER AUTHORITY – Mrs. Kinney reported that the Sewer Authority met on Wednesday, February 21, 2024, at 7:00 p.m. Monthly bills were paid in the amount of \$529,370.34. The outstanding balance on unpaid sewer bills is \$181,084.74. Shut-off notices to 101 customers were sent out on February 14, 2024. The driveway inquiry to allow the Amish access from Osborne Road to the back side of the Oxford Produce Auction will not move forward. The lagoon dredging is complete.

HISTORICAL COMMISSION – No report.

EMERGENCY MANAGEMENT – Mr. Roy reported that there has been no new information regarding Christiana Care since the last Board meeting in February and there are no new emergency incidents to date.

OXFORD REGIONAL PLANNING COMMITTEE - Mr. Brown reported that a meeting was held on February 28, 2024, at the Herr's Center for their Regional Comprehensive Plan kick-off meeting. The next meeting will be held virtually on March 27, 2024, at 7:00 p.m.

TAX COLLECTOR - Mrs. Kinney reported that she collected \$157.62 for Real Estate Taxes and \$136.85 for 2023 Fire Hydrant Taxes. The 2024 fire hydrant tax bills were mailed out on February 14, 2024.

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

NEW BUSINESS

Mr. McMahon moved to approve Resolution 2024-08 for the Reedville Village Pump and Haul Agreement for thirty-eight single family homes on Evergreen Drive and four single family homes along Reedville Road, and ten townhomes on the Silversmith cul-de-sac located in Pine View Estates. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to accept Robert Pepple's resignation from the Zoning Hearing Board effective March 5, 2024, and authorize the Secretary to send him a thank you letter for his service. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to appoint Edward Farber to the Zoning Hearing Board by Resolution No. 2024-07 to fill Robert Pepple's unexpired term until December 31, 2024. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to award the Calvary Road Bridge Project to R. Work Excavation in the amount of \$484,626.51 per Township Engineer's recommendation letter dated March 8, 2024. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to open a new money market account with Citadel Bank to obtain an interest rate on the Township's General Fund Savings of 3.93% vs. the current rate of .30% and authorize the Secretary/Treasurer to contact Citadel to set up immediately. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to authorize Friday, April 26th from 7:00 a.m. until 3:00 p.m. and Saturday, April 27th from 7:00 a.m. until 1:00 p.m. for the 2024 Spring Large Trash Day. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to approve a renewal of the annual employee health insurance benefits with Independence Blue Cross that will expire April 1, 2024. The new plan will downgrade from a platinum membership to a gold membership and the savings from this change will be deposited into a Health Reimbursement Account (HRA). The Township Secretary/Treasurer is authorized to contact the Township's third-party Benefits Specialist with the decision to set up the account. This change will be reviewed after one year and a decision to continue with the HRA will be made according to employee expenditures. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

OTHER BUSINESS

A letter was received on March 11, 2024, from the Department of Environmental Protection granting Lower Oxford Township a waiver of the MS4 requirements for five years. The Board noted that much appreciation is extended to the Township Engineer, who put in much time and effort to get this accomplished.

A letter dated February 23, 2024, was received from Mr. Jim Donahue who resides at 105 Wyncote Drive, Oxford, thanking the Roadmaster for repairing Wyncote Drive. Mr. Donahue noted that the noise from large vehicles has been greatly reduced and it is very much appreciated.

A letter dated February 26, 2024, was received from Larson Design Group for Chester County Bridge #35 (Elkview Road over East Branch of Big Elk Creek) regarding a temporary closure and detour of Elkview Road during bridge construction. The date of the construction and road closure is to be determined. Solicitor, Sebastian, stated that a resolution will need to be done before this work commences. Ms. Kinney will follow-up with the Larson Design Group.

PUBLIC COMMENTS

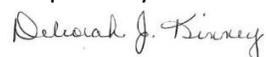
Ms. Christine Watters questioned the process in determining the Zoning Hearing Board replacement. Solicitor, Sebastian, stated that it does not need to be advertised, it is solely at the discretion of the Board of Supervisors.

Ms. Christine Watters asked if the Board of Supervisors would consider a brake retarder ordinance in the Township because she is experiencing a lot of noise coming from Route #1, Route #10, and Route #472. Comments from the Board members that the roads in question are State roads and that enforcing such an ordinance would be difficult so they would not be in favor of pursuing this issue.

Mr. Joel Brown raised a concern with the detention basin located in front of the Cultural Center at Lincoln University. He stated that it runs off into the culvert on Baltimore Pike and overflows into the roadway and causes icy conditions in the winter. Ms. Kinney will follow up with the Township Engineer and get an update for the next Board meeting.

Mr. McMahan moved to adjourn at 7:55 p.m. Mr. Roy 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.