

**Lower Oxford Township**  
**Regular Board of Supervisors Meeting Minutes**  
**Monday, April 8, 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, April 8, 2024.

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

**ADOPTION OF R-4 TEXT AMENDMENT ORDINANCE**

Mr. McMahon moved to adopt the R-4 Text Amendment by Ordinance No. 2024-02. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

**RECOGNITION OF THOSE ASKING TO APPEAR ON THE AGENDA**

Residents, Edward and Jennifer Miller, who reside at 204 Hinson Drive, Oxford, had concerns regarding lawn damage that they claim was caused when cable was recently installed in Pine View Estates by Comcast. He also expressed concerns for pedestrians on Conner Road and questioned what would need to be done to get a speed limit sign posted.

**APPROVAL OF MEETING MINUTES**

*Mr. Roy moved to approve the meeting minutes for the regular meeting held on March 11, 2024. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

**TREASURER**

*Mr. Roy moved to approve the bills from the General Fund in the amount of \$59,591.08. 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 Resolution No. 2024-11 for Lincoln University's Manuel Rivero Hall Sewage Facilities Planning Module and authorize the Secretary/Treasurer to forward it to the Department of Environmental Protection for review and approval. 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. McMahon moved to approve the Engineer's Report. Mr. Roy 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, March 13, 2024, at 7:00 p.m. Monthly bills were paid in the amount of \$124,575.14. The outstanding balance on unpaid sewer bills is \$141,877.04. There are two outstanding septage bills totaling \$3,129.20 that are 30 days or more past due. No new activity to report since last month on the developers projects.

**HISTORICAL COMMISSION** – Ms. Blair Fleischmann stated that the Oxford Regional Planning Commission and the Historical Preservation Sub-committee are researching different types of interpretive markers for historical purposes for Lincoln University. She also stated that this is in a very preliminary stage. She also stated that they have applied for a grant to turn Lincoln University’s Amos House into a Visitor Center.

**EMERGENCY MANAGEMENT** – Mr. Roy reported that Christiana Care has an intended grand opening of the hospital located in West Grove for the Spring of 2025. Christiana Care is proposing that they will have an emergency room that will be in operation 24/7 and will contain 10 inpatient beds. The next phase of the project will include a newly created health center that will include Primary Care, Women’s Health, Physician Specialty Services (e.g. Cardiology, Endocrinology, and Sports Medicine), Imaging Services and Cardiac Diagnostics, Physical and Occupational Therapy, and Lab Services. The helicopter pad will be in operation but will eventually be relocated on the same site.

**OXFORD REGIONAL PLANNING COMMITTEE** - Mr. Brown reported that a virtual meeting was held on Wednesday, March 27, 2024. Topics of discussion were the Christiana Care facilities in West Grove and resolutions that were proposed by CCATO that were opposed by PSATS. Other discussion included the Moran Farm Property with regards to the entrance only being limited to East Nottingham Township’s portion of the development. The next meeting will be held in-person on Wednesday, April 24, 2024, at 7:00 p.m. at the Lower Oxford Township Building.

**TAX COLLECTOR** - Mrs. Kinney reported that a total of \$34,602.28 was collected for Real Estate Taxes and \$3,217.15 for Fire Hydrant Taxes for March, 2024.

*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 Resolution 2024-10 for roads designated for the 2024 Paving Project to include West Branch Road (T-315) that extends approximately 3,085 linear feet from Duck Farm Road (T-334) to Crowl Toot Road (T-340); Jackson School Road (T-327) that extends approximately 6,030 linear feet from Union School Road (T-353) to Scroggy Road (SR-3085); pave and widen Jackson School Road (T-327) that extends approximately 2,550 linear feet to the top of the hill at Worth’s Bridge Road (T-310) and authorize the Secretary/Treasurer to advertise for bids. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. McMahan moved to authorize the Secretary/Treasurer to advertise for bid packages for the expansion to the existing salt shed. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve Resolution 2024-11 entitled “Certificate of Adopting a Resolution for Lower Oxford Township’s Health Reimbursement Account.” Mr. McMahan seconded the motion. All in favor. MOTION CARRIED.*

**OTHER BUSINESS**

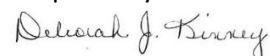
Mrs. Kinney reported that the Lower Oxford Township was issued a clean opinion letter from Barbacane Thornton for the 2023 Financial Audit that was dated March 28, 2024. A copy of the audit report is on file at Lower Oxford Township for public review.

**PUBLIC COMMENTS**

Ms. Christine Watters asked about the paving of Union School Road to Jackson School Road that will extend to the bottom of the hill. Roadmaster, Steve Price, stated that it will be widened with an overlay of blacktop.

*Mr. Roy moved to adjourn at 7:58 p.m. Mr. McMahan 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.