

## **Lower Oxford Township Regular Board of Supervisors Meeting Minutes November 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, November 13, 2023.

The following were in Attendance: Chairman, Kevin R. Martin; Vice-Chairman, Noël A. Roy; Member, Robert McMahon; Secretary/Treasurer, Deborah J. Kinney; Solicitor, Winnie Moran-Sebastian; and eight 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 there were any comments concerning items on the agenda. There were none.

Mr. Martin stated that the Board of Supervisors held a virtual fact-finding meeting held with FEMA regarding the Calvary Road Bridge Grant on Thursday, November 2, 2023, at 10:30 a.m. at the Township building.

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

None.

### **APPROVAL OF MEETING MINUTES**

*Mr. Roy moved to approve the meeting minutes for the regular meeting held on October 9, 2023, and the Special Budget Hearing that was held on October 24, 2023. 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 \$53,679.06. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve escrow Release No. 2 for the Patriot Self Storage Land Development Plan in the amount of \$40,454.00 leaving a remaining balance of \$84,984.00 per Township Engineer's letter dated November 10, 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**

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

### **ZONING OFFICER**

Mrs. Kinney stated that she received a letter on November 7, 2023, granting the Board of Supervisors a six-month extension for the Wyncote/Dambro Subdivision and Land Development Project. No resolution is required.

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

**OXFORD AREA SEWER AUTHORITY** - Mrs. Kinney stated that the Authority met on Wednesday, October 18, 2023, at 7:00 p.m. Total revenue collected in the amount of \$42,058.88 and Expenditures in the amount of \$584,514.52 for September 2023. Total bills paid were in the amount of \$66,394.02. As of October 12, 2023, there were no outstanding septage bills 30 days or more past due. There were ninety-four shut-off's totaling \$57,852.08 and a total of \$40,000 was collected towards that total. There was no new developer activity to report. Lagoon dredging began in October.

**EMERGENCY MANAGEMENT** - Mr. Roy stated that the Union Fire Company No. 1 cancelled their meeting on November 9, 2023, due to a conflict with the Chester County of Township Officials meeting in Mendenhall. Mr. Roy stated he spoke with John Lawrence who indicated that Christiana Care is in the process of re-wiring the hospital at Jennersville and that they anticipate being completed by December 2024. He further stated that the Oxford Borough is considering disbanding their Police Department and regionalizing with Southern Chester County Regional Police Department.

**OXFORD REGIONAL PLANNING COMMITTEE** - Mr. Brown reported that the ORPC held a virtual meeting on Wednesday, October 25, 2023. Wes Bruckno, Senior Community Planner with the Chester County Planning Commission, spoke regarding a new initiative that Chester County Planning Commission and the Agricultural Development Council are working on to promote ag-friendly zoning. Clean-up from the fire in Oxford Borough will begin soon and will take about four weeks. A mini-survey has been completed. The ORPC would like the municipalities to provide the link on their websites to make readily available to the public.

**TAX COLLECTOR** - Mrs. Kinney reported that she received \$383.53 from the Chester County Treasurer for Real Estate Taxes and collected \$73.13 for the Fire Hydrant Taxes for September 2023.

*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 enact Ordinance No. 2023-01 to enter into a cable franchise agreement granting a non-exclusive agreement to Comcast of Pennsylvania, LLC, to construct, install, maintain, extend, and operate a cable communications system in the Township. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to authorize the Secretary/Treasurer to advertise that the proposed 2024 budget is available for public review at the Township Building and that the final adoption of the 2024 budget will be held on Monday, December 11, 2023. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to authorize the Secretary/Treasurer to advertise that the Re-Organizational Meeting for Lower Oxford Township will be held on Tuesday, January 2, 2024, and that the Board of Supervisors intend to appoint Barbacane Thornton & Company, Certified Public Accountants, to conduct the 2023 fiscal year audit in lieu of the elected auditors. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

*Mr. McMahon moved to authorize a letter of support for the Oxford Recreation Authority for a Commonwealth Financing Authority Grant. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to authorize Bob McMahon to attend the Recreation Authority to be held on November 16, 2023, at 6:30 p.m. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.*

*Mr. McMahon moved to recommend that the variance application for WC Real Estate (Vernon Fisher) not be approved. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to enact Resolution No. 2023-20 to utilize ARPA funds in the amount of \$74,750.41. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

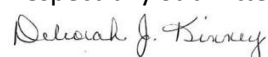
### **PUBLIC COMMENTS**

Mr. Farber commented on the Comcast Franchise Agreement and if Comcast will make it affordable to the customers who currently do not have cable.

Ms. Brady asked when the Borough of Oxford will be meeting regarding discussion on regionalizing the Oxford Police.

*Mr. McMahon moved to adjourn at 8:12 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.