

Lower Oxford Township
Regular Board of Supervisors Meeting Minutes
Monday, July 8, 2024

The Regular Meeting of the Lower Oxford Township Board of Supervisors was held at the Township Building located at 220 Township Road, Oxford, Pennsylvania, 19363, on Monday, July 8, 2024.

The following were in Attendance: Supervisors: Chairman, Kevin R. Martin; Vice-Chairman, Noël A. Roy; Member, Robert J. McMahan; Secretary/Treasurer, Deborah J. Kinney; Solicitor, Winifred Sebastian; and five guests.

Chairman 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.

Chairman Martin called for comments concerning items on the agenda. There were none.

Chairman Martin called for anyone who would like recognition to appear on the agenda. There were none.

APPROVAL OF MEETING MINUTES

Mr. Roy moved to approve the meeting minutes for the regular meeting held on June 10, 2024. Mr. McMahan seconded the motion. All in favor. MOTION CARRIED.

TREASURER

Mr. Roy moved to approve the bills from the General Fund in the amount of \$68,772.01. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahan 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 to the public on the table at the entrance of the meeting room.

ZONING/CODES ENFORCEMENT OFFICER

Mr. Roy moved to approve Stephen K. & Sarah K. Smoker's on-lot sewage management agreement for their property located at 427 Scroggy Road, Oxford, Chester County, Pennsylvania, further identified by Tax Parcel 56-2-18.2 provided that the agreement be recorded at the Chester County Recorder of Deeds. Mr. McMahan seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahan 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. McMahan seconded the motion. All in favor. MOTION CARRIED.

ROADMASTER

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

OXFORD AREA RECREATIONAL AUTHORITY

Mrs. Kinney presented the report provided by the Oxford Area Recreational Authority for May 2024.

OXFORD AREA SEWER AUTHORITY

Mrs. Kinney presented her report for the Oxford Area Sewer Authority that was held on Wednesday, May 15, 2024.

EMERGENCY MANAGEMENT

Mr. Roy reported that Christiana Care has applied for building permits for the renovation of the hospital in West Grove, Pennsylvania. Emerus will be operating the hospital with oversight from Christina Care. The anticipated opening date is set for the first quarter of 2025.

OXFORD REGIONAL PLANNING COMMITTEE

Mr. Brown reported that much discussion took place regarding the Shepherd Farm that is located behind the Post House in Oxford. Herr's is proposing four warehouses and would like to be in operation by 2027. A historical sub-committee has been appointed to plan events for Chester County's 250th Anniversary at the Glenroy Preserve and they are currently looking for any suggestions. The next virtual meeting will be held on August 28, 2024, at 7:00 p.m.

TAX COLLECTOR

Mrs. Kinney reported that a total of Real Estate Taxes collected for June 2024 totaled \$1,945.25 and Fire Hydrant Taxes totaled \$91.91.

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

NEW BUSINESS

The Board of Supervisors discussed enforcement methods of severely dilapidated homes that are currently occupied by residents. Ms. Sebastian stated that she will look into the Township's ordinances and meet with or contact Ms. Kinney and Mr. Moran regarding the proper implementation of enforcement.

Mr. McMahon moved to authorize the Secretary/Treasurer to send a letter to PennDOT requesting that a traffic study be conducted on Conner Road (T-321) and on Street Road (SR-3030) between Scroggy Road (SR-3085) and Lancaster Pike (SR-0472) contingent upon the Township having no monetary obligation for the study. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

OTHER BUSINESS

Mr. Roy moved to authorize the Secretary/Treasurer along with one of the Board Members who are authorized signers at Fulton Bank to cash out the current CD (#5854) in the amount of \$290,348.37, that is set to expire on July 15, 2024, and reinvest at Citadel Bank at 4.75% interest rate with an annual percentage yield at 4.85%. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to authorize the Secretary/Treasurer to purchase a sign for Bernard Park to include Park Hours along with Rules and Regulations and place it at the entrance of the park. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Solicitor, Sebastian, stated that a Conditional Use Hearing Application was received from AJE Holdings, LLC, for 275 Whiteside Drive, Oxford, PA 19363. She is currently working with the Supervisors and applicant to coordinate potential dates and times of the hearing.

Ms. Kinney stated that under Section 606(a) of the Second-Class Township Code, the annual maximum compensation for Board members is set by population. The Board of Supervisors currently receives an annual salary of \$1,875 that is established by the Township population up to 4,999 residents. The U.S. Census report of 2020 showed an increase in population to 5,200 residents. Ms. Kinney suggested to the Board that they consider an increase to commensurate with the Second-Class Township Code. This increase will not affect the current Board members salary but will take affect for any newly elected and/or re-elected Board members.

Mr. Roy moved to have the Solicitor conduct research to implement an increase in salary for any newly elected or re-elected Board Member to make their salary commensurate with the Second-Class Township Code Section 606(a). Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon stated that he attended the Emergency Management Table-Top Exercises that were held in Coatesville, Pennsylvania. One of the concerns that was brought to his attention from other members, was that Lincoln University does not submit an event schedule to Lower Oxford Township when they are having events that could impact the Township with regards to parking, public safety, load occupancy, etc. Ms. Kinney will draft a letter to the Lincoln University's President, Brenda Allen, and pass along to the Board and Solicitor for review before mailing.

Mr. McMahon stated that he would like the Township Solicitor to conduct research for an increase for Lincoln University's fire protection fee. He noted that the University is tax exempt, however, they pay an annual fire protection fee of \$14,404.60 that has never been increased. He believes that since the Township's annual fire protection has gone up substantially over the past few years, Lincoln University should have an increase in fire protection as well to help alleviate some of the burden on the resident taxpayers.

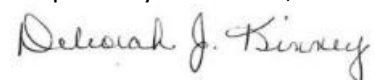
The Board of Supervisors discussed a separate "Fire and Emergency Protection" tax due to the significant increase from the Union Fire Company and EMS services and would like to research ways to ensure public awareness if they decide to this. Solicitor Sebastian will research.

PUBLIC COMMENTS

Ms. Brady stated that she is afraid that if the Township imposes a separate fire and emergency protection fee, it may cause more problems with the residents questioning why their current taxes aren't currently covering it.

Mr. McMahon moved to adjourn at 8:13 p.m. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Respectfully Submitted,



Deborah J. Kinney
Secretary/Treasurer