

Lower Oxford Township
Regular Board of Supervisors Meeting Minutes
Monday, August 12, 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, August 12, 2024.

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

Ms. Carey Bressler from the Oxford Library gave an update to the Board of Supervisors on past and upcoming events this year and thanked the Board for their continued support. She stated that the Oxford Library was established on August 3, 1784, and has just celebrated 240 years of service to the community. She continued by saying that the Oxford Library is the oldest in the county and the third oldest in Pennsylvania. The Board of Supervisors commended Ms. Bressler for her dedication to the Oxford Library and the effort she puts into community awareness.

APPROVAL OF MEETING MINUTES

Mr. Roy moved to approve the meeting minutes for the regular meeting held on July 8, 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 \$293,350.73. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to transfer a total of \$224,474.00 from the Fulton Bank ARPA Fund to the Citadel General Fund Checking Account for reimbursement of 2024 Road Projects and the construction for the expansion of the salt shed. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to transfer \$26,630 from the escrow account to the general fund account for reimbursement of legal and engineering fees. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve a letter of credit for escrow release in the amount of \$83,984.00 for the Patriot Self Storage Land Development Plan per Township Engineer's letter dated August 12, 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 to the public on the table at the entrance of the meeting room.

ZONING/CODES ENFORCEMENT OFFICER

Mr. McMahon moved to waive the subdivision and land development requirements for the John S. and Mary S. Lapp 3-lot subdivision located at 387 Elkdale Road, Lincoln University, Pennsylvania, and allow East Nottingham Township to complete the review. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Ms. Kinney reported that the stormwater ordinance violation at 320 Reedville Road, Oxford, Pennsylvania, is pending. Register and Associates sent a letter regarding the stormwater plan that it is in progress, but not yet complete. After a brief discussion the Board decided that the Zoning Officer, Solicitor, and Engineer should meet and discuss possible remediation due to that site being located over an old landfill.

Ms. Kinney reported that an email was received from the owners at 185 Township Road, Oxford, indicating flooding in their inground pool and their basement. Ms. Kinney displayed aerial pictures of the property for comparisons from 2020 to 2024 showing the before and after installation of their inground pool. Ms. Kinney stated that she received no reports of flooding on the property until the inground pool was constructed.

Mr. Roy moved to approve the Zoning Officer's report. Mr. McMahon 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 RECREATIONAL AUTHORITY

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

OXFORD AREA SEWER AUTHORITY

Mrs. Kinney presented her report for the Oxford Area Sewer Authority that was held on Wednesday, July 17, 2024.

EMERGENCY MANAGEMENT

Mr. Roy reported that Christiana Care has applied for building permits for the renovation of the hospital located in West Grove, Pennsylvania. *Emerus* will be in charge of the operation of the hospital with oversight from Christina Care. The anticipated opening date for the first quarter of 2025 may be pushed forward until mid-2025.

Mr. Roy stated that he also attended a meeting by SCCMES Medic94 and the Township will be getting another increase for FY2025. The Board of Supervisors asked that the Secretary contact Robert Hotchkiss from SCEMS to invite him to attend a Board meeting for September 9th or October 14th to make his presentation supporting the increase for Emergency Services.

OXFORD REGIONAL PLANNING COMMITTEE

Mr. Joel Brown reported that the Blank Farm located on Brick Street has completed stream restoration and will obtain PennDOT's MS4 Credits. He further stated that a committee was appointed to meet with DCNR to discuss the future outlook for Big Elk Creek State Park. There was discussion regarding the Moran/Frost Development with regards to who will supply the water. The Historic Preservation Sub-Committee is looking at three sites (Glenroy Preserve, Lewisville Municipal Building, and the Lincoln Community Center) as individual Interpretive Sites for Chester County's 250th Anniversary celebration. The committee is awaiting estimates for signage for these sites from Miller Designworks. 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 July 2024 totaled \$290.29 and Fire Hydrant Taxes totaled \$31.73.

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

OLD BUSINESS

Ms. Kinney has composed a letter along with an event schedule for Lincoln University that will be addressed to President, Brenda Allen. This will be done in an effort to maintain compliance with their Emergency Operations Plan between Lower Oxford Township and Chester County.

NEW BUSINESS

Mr. McMahon moved to approve Resolution 2024-19 to amend Resolution No. 2019-08 for Pine View Estates 184-Lot Residential Subdivision approval to include Tax Parcel Nos. 56-4-51 and 56-4-237. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Ms. Sebastian stated that due to recent Right-To-Know requests from anonymous entities that may or may not be qualified requestors (i.e., a legal resident of the United States) the Solicitor will update the current Open Records Policy and present it at the next Board of Supervisors meeting for approval.

OTHER BUSINESS

Mr. Roy moved to designate Friday, October 4, 2024, from 7:00 a.m. until 3:00 p.m. and Saturday, October 5, 2024, from 7:00 a.m. until 1:00 p.m. for the Fall Large Trash Day and authorize the Secretary to advertise. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Ms. Kinney stated that Steve Roberts is holding a road rally on Saturday, October 5, 2024, and requested permission to use the Township Building as a designated stop. There will be approximately thirty cars that will be spread out over the afternoon. He would like permission to use the building to make bathrooms available to the participants and a table set-up outside. After much discussion the Board decided that they were not against the request, however, it will not be feasible due to the Large Trash Day event that is scheduled for the same day.

PUBLIC COMMENTS

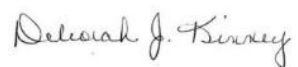
Ms. Colleen Boroughs asked if the Board of Supervisors would consider contacting PennDOT regarding the intersection at Ashmun Avenue and Elkdale Road. She wanted to know if a four-way stop could be installed. The Board of Supervisors asked the Secretary to contact PennDOT regarding this issue and request a traffic study.

Mr. Farber stated that although he is not an engineer, he is familiar with the installation of inground pools. It looks like from the comparison of the overhead pictures provided for 185 Township Road, that there could be a compaction issue caused by the installation of the temporary construction entrance that has caused the water flow to sheet-off onto their property.

Mr. Farber asked if the developer of "Patriot Self Storage" located at 451 Limestone Road, Oxford, is going to replace the dead trees. Ms. Kinney stated that the Township's Engineer is aware of the issue, and she will contact him to follow-up.

Mr. Roy moved to adjourn at 8:11 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, Pennsylvania, upon request.