

**Lower Oxford Township**  
**Regular Board of Supervisors Meeting Minutes**  
**Monday, October 14, 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, October 14, 2024, at 7:00 p.m.

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 eight 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 stated that there was a fact-finding meeting held with the Township Solicitor prior to the regular meeting.

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. Getty, who resides on College Circle in Lincoln University, expressed her concerns regarding a recent incident that occurred as a result of Lincoln University's homecoming event over the weekend. She stated that cars were parked in the public roadways barely leaving room for one car to pass through. She said that if there was an emergency that no emergency vehicles would be able to navigate through the narrow roadway. She feels that the University needs to be held responsible and safety measures need to be put into place with any upcoming events of this magnitude. The Secretary read the letter that was sent by certified mail on September 17, 2024, to Lincoln University's President regarding event schedules for safety and emergency management reasons. The Board of Supervisors discussed what measures could be taken to avoid this in the future. The Board appointed the Township's Emergency Management Coordinator, Noël Roy, to head up an Event Task Force to meet with Lincoln University's President, Brenda Allen. Ms. Getty asked to be a part of the task force since she is a resident who is directly affected by the events at Lincoln University Campus. The Board of Supervisors agreed. Drake Smith, Lincoln University Student, stated that the attendance was much higher than anticipated because the Harris/Walz Team was scheduled to be there to speak.

*Mr. Roy moved to approve the meeting minutes for the regular meeting held on September 9, 2024. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve the bills from the General Fund in the amount of \$218,767.12. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

*Mr. McMahon moved to approved partial escrow release no. 1 for the Reedville Village Phase 1 Subdivision and Land Development Plan in the amount of \$102,737.00 by recommendation of Township Engineer's letter dated October 3, 2024, leaving a remaining balance of \$1,453,693.00 for the guarantee until additional work is completed. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. McMahon moved to approve partial escrow release no. 1 for the Reedville Business Park Subdivision and Land Development Plan in the amount of \$62,476.00 by recommendation of Township Engineer's letter dated October 3, 2024, leaving a remaining balance of \$821,317.00 for the guarantee until additional work is completed. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve partial escrow release no. 1 for the Pine View Estates Subdivision and Land Development Plan in the amount of \$86,783.00 by recommendation of Township Engineer's letter dated October 3, 2024, leaving a remaining balance of \$447,943.00 for the guarantee until additional work is completed. 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.*

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

Ms. Kinney issued three zoning permits, one single event permit, nine building permits, and two use and occupancies for the month of September 2024.

*Mr. McMahon moved to approve a "Stay of Action" until March 1, 2025, for Joe Parsons, who resides at 104 Fairview Road, Oxford, Pennsylvania, who is temporarily staying in a camper due to a house fire in February 2024 and authorize the Secretary to send a letter to Mr. Parsons with the decision. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve Resolution No. 2024-21 for Lincoln University's Sewage Facilities Planning Module for a new residence hall located at 1570 Baltimore Pike, Lincoln University, Chester County, Pennsylvania, 19352, further identified by Tax Parcel No. 56-4-63E, and authorize the Secretary to forward to the Pennsylvania Department of Environmental Protection for review and approval. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to approve the Zoning Officer's report. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

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

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

Ms. Kinney presented the report provided by the Oxford Area Recreational Authority for July 2024 that is on file at the Township Building.

Ms. Kinney presented her report for the Oxford Area Sewer Authority that was held on Wednesday, August 21, 2024, and is on file at the Township building.

Ms. Getty reported in the absence of Joel Brown, for the Oxford Regional Planning Committee, that there was a virtual committee meeting held on Thursday, September 19, 2024, at 7:00 p.m. Upper Oxford Township reported that they have received a plan for thirty homes to be built at the location of Baltimore Pike and Draper Lane. A draft review letter was discussed for the Herr's Farm Preliminary Land Development Plan. Chester County Planning Commission will attend November's First Friday in Oxford and hand-out postcards and flyers regarding surveys for the new comprehensive plan. The next virtual meeting is scheduled for Thursday, October 23, 2024, at 7:00 p.m.

Ms. Kinney reported that a total of Real Estate Taxes collected for September 2024 totaled \$373.57 and Fire Hydrant Taxes totaled \$99.47.

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

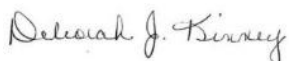
*Mr. Roy moved to designate Thursday, October 31, 2024, to observe Trick-or-Treat from 6:00 p.m. until 8:00 p.m. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

*Mr. Roy moved to set the Budget Hearing for FY2025 on Tuesday, October 29, 2024, at 10:00 a.m. and authorize the Secretary/Treasurer to advertise accordingly. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.*

Mr. Aaron Stoltzfus purchased a 1.2-acre property at 127 Township Road, Oxford Pennsylvania. He stated that the Zoning Officer denied a permit for a carriage shed because the property was on less than two acres for a horse used for transportation. He asked the Board of Supervisors for approval to place a horse on the property if he can rent an adjacent farm. The Board of Supervisors stated that he could appeal the decision to the Zoning Hearing Board.

*Mr. McMahon moved to adjourn at 8:01 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, Pennsylvania, upon request.