

Lower Oxford Township
Board of Supervisors Regular Meeting Minutes
Monday, February 10, 2025

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, February 10, 2025, 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 Moran-Sebastian; and six guests.

CALL TO ORDER

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.

RECOGNITION OF THOSE ASKING TO APPEAR ON THE AGENDA

Mr. Mozdierz, who resides at 330 Conner Road, Oxford, asked for permission to lease a neighboring property in order to have chickens on his property because he received a violation notice from the Township's Zoning Officer for having chickens on his one-acre property. The Supervisors reiterated that the ordinance doesn't allow for chickens on less than two acres, however he can exercise his rights and apply for a zoning hearing variance.

Lt. Dan Covert, Station Commander for the Pennsylvania State Police in Avondale, stated that last year Lower Oxford Township had 1,086 total calls and the average response time was ten minutes. There were 26 DUI's, 119 crashes, and 641 citations. Lt. Covert stated that there is a new substation being constructed at their location in Avondale and it will take approximately 18-36 months from ground-breaking until completion. Supervisor Martin stated that if there is a need for the State Police to stop and use the Township facilities for any reason, they are welcome to do so. Supervisor Roy stated that the State Police are doing an outstanding job and thanked him for their service.

APPROVAL OF MEETING MINUTES

Mr. Roy moved to approve the meeting minutes for the reorganizational meeting held on Monday, January 6, 2025. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

TREASURERS' REPORT

Mr. Roy moved to approve the bills from the General Fund in the amount of \$317,873.48 and from the Escrow Account in the amount of \$6,500.00. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Escrow Releases

Mr. Roy moved to approve partial escrow release #5 for the Reedville Village Phase 1 Subdivision and Land Development Plan in the amount of \$35,145.00 leaving a remaining balance of \$857,485.00, contingent upon a recommendation letter from the Township Engineer. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve partial escrow release #5 for the Reedville Business Park Subdivision and Land Development Plan in the amount of \$16,540.00 leaving a balance of \$595,529.00, contingent upon a recommendation letter from the Township Engineer. 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

The correspondence list is made available to the public on the table at the entrance of the meeting room.

ZONING OFFICER/CODES ENFORCEMENT OFFICER

Ms. Kinney issued four residential construction permits, three zoning permits, two single-event permits, two residential driveway permits, two pole permits, two road opening permits, two commercial permits, and three use and occupancy permits for the month of January 2025.

Extension Letters for Subdivision and Land Development Plans

Ms. Kinney stated that an extension letter dated February 10, 2025, was received for the Yates land development plan and three-lot subdivision located at 2005 Baltimore Pike, Oxford, Pennsylvania, that will expire on May 19, 2025.

Mr. McMahon moved to approve the Zoning Officer'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

Ms. Kinney presented her report for the Oxford Area Sewer Authority that was held on Wednesday, January 15, 2025.

OXFORD AREA RECREATIONAL AUTHORITY

Ms. Kinney presented the report provided by the Oxford Area Recreational Authority for January 2025.

HISTORICAL COMMISSION

Blair Fleischmann submitted samples of the sign to be placed at the Lincoln Community Center for the America250 Chester County celebration.

EMERGENCY MANAGEMENT

Nothing new to report for January 2025.

OXFORD REGIONAL PLANNING COMMISSION

Mr. Brown reported that the ORPC met virtually on Thursday, February 6, 2025. He stated that the Oxford Borough Representative spoke about the progress that has been made with the rebuilding from the fire. They discussed the changes that are being implemented with the MS4 Rules and Regulations. The committee suggested that the Township engineers take a look at the new MS4 updates to see if anything may stand out. Mark Gallant gave an update on the multi-municipal plan and stated they are currently trying to put together the existing conditions report. The next scheduled meeting will be held virtually on Wednesday, February 26, 2025.

TAX COLLECTOR

Ms. Kinney reported that \$424.73 was collected in Real Estate Taxes and \$327.17 was collected for the fire hydrant taxes.

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

OLD BUSINESS

The Solicitor will return the 2025 Fire Protection Contract to the Union Fire Company No. 1 that was amended from \$137,617.00 to \$129,375.64 to be signed and return to the Township for Chairman's signature.

NEW BUSINESS

Mr. Roy moved that the Lower Oxford Township Board of Supervisors are not in favor of joining a regional police department, so therefore, a letter of intent will not be signed for an Oxford Regional Police Department Grant Study and authorized the Secretary/Treasurer to notify the Borough of Oxford of their decision. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

OTHER BUSINESS

Mr. James Patil, Larson Design Group, made a power point presentation to the Board of Supervisors and the public of preliminary/conceptual plans for the Chester County Bridge #35 replacement. This bridge is located on Elkview Road over the Big Elk Creek and spans between Lower Oxford and Penn Townships. Total construction time is approximately nine months to one year. Solicitor Sebastian requested that they give the Township plenty of notice in order to prepare and adopt a resolution for the road closure.

Discussion continued regarding Lincoln University's parking issues when large events are held. Solicitor Sebastian will write a "No Parking" ordinance for University Road, Elkdale Road, and College Circle.

The Board of Supervisors are exploring the possibility of increasing the fire protection contribution from Lincoln University due to the majority of calls that are from the campus that have a significant impact on the increase in fire protection fees that Union Fire Company No. 1 is charging to the Township.

FWSSF, LLC has submitted a Conditional Use application for 469 Limestone Road, Oxford, PA 19363, due to a subdivision that will create two uses on one property – an existing telecommunication tower and a proposed commercial building. The Township Solicitor will work on a hearing date and notify the Board of Supervisors for their availability.

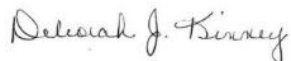
PUBLIC COMMENT

Mr. Farber stated that County Bridge #35 that is going to be replaced could be eligible for the National Historic Registry because of its age.

ADJOURNMENT

Mr. Roy moved to adjourn at 8:00 p.m. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Respectfully Submitted,



Deborah J. Kinney
Secretary/Treasurer

*Copies of all reports are available at the Lower Oxford Township Building, 220 Township Road, Oxford, PA, upon request.