

Lower Oxford Township
Board of Supervisors Regular Meeting Minutes
Monday, November 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, November 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 twenty-nine 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 with special remembrance and honor of our nation's veterans.

Chairman Martin took a moment to formally acknowledge and express the Board's deepest appreciation to the dedicated members of Medic 94, Union Fire Company No. 1 and Ambulance Division, the Pennsylvania State Police, as well as all first responders from outside the region, for their exemplary courage and professionalism demonstrated on October 25, 2025, in response to the mass shooting at Lincoln University campus. Mr. Roy and Mr. McMahon also conveyed their profound gratitude for the bravery displayed by the first responders and offered their sincere admiration for their efforts. Mr. Roy also wished to duly acknowledge Chief Partee of Lincoln University for his quick response and preparedness in addressing the tragedy.

Ms. Sebastian, the Township Solicitor, wanted to make clear to the public that Lower Oxford operates under the guidelines of the Second-Class Township Code, and therefore its authority is limited by those statutory provisions.

Marc Partee, Lincoln University's Chief of Police, praised first responders for their unwavering commitment to saving lives.

Bob Hotchkiss, Medic 94, reported that five counties and three states responded promptly and demonstrated exemplary coordination in their life-saving efforts.

Gary Vinnacomb of the Union Fire Company Ambulance Division expressed his appreciation for the support provided by the Township and Chester County Emergency Services.

State Representative John Lawrence began by thanking the Township Supervisors for inviting him to attend the meeting. He stressed that student and resident safety should be the top priority and expressed his disappointment of President Allen and her administration, stating that she had failed her students and the community. He emphasized to President Allen the need to assure parents, students, and stakeholders that such incidents will never occur again. He offered several suggestions to prevent a repeat of the tragedy at the Lincoln University Homecoming such as ticket sales and metal detectors at the gates. He noted that parking has long been a contentious issue and that past attempts to provide sufficient parking have not succeeded, despite the University having ample grounds available. He proposed that Lincoln University set up large mobile signs warning visitors about illegal parking, fines, and the potential for towing. Representative Lawrence also called for assurances that President Allen will cooperate with the Township to enforce their "No Parking" ordinances, provide adequate police presence at events, and adhere to standard operating procedures with regards to these large events. He drew comparisons to other large local events, like those at Longwood Gardens, which are well-managed in terms of policing and parking. He strongly urged that all plans for major events be communicated in writing to the Township, Fire Department, EMS, and Police.

Additionally, Representative Lawrence addressed reports of alcohol being present on campus during the incident and reminded President Allen of laws against underage drinking. He questioned whether alcohol was sold on campus, noting that Lincoln University lacks an active liquor license, and stated that he would be meeting with LCE soon to discuss the matter. Finally, he reminded President Allen that the University's student handbook prohibits any alcohol on campus.

President Allen responded that the University does not sell or serve alcohol. She then addressed the recent mass shooting that involved individuals who were not affiliated with the university and are now in police custody. She expressed gratitude for community support through messages, flowers, and church outreach, though noted some

responses were less positive. Dr. Allen stated the university operates year-round, with only a couple of days set aside for special events like Homecoming, Spring Fling, and commencement. She also mentioned that her administration works hard to ensure the safety of its students and members of the community. She concluded that due to an ongoing investigation, she will not be able answer questions from residents or Board members regarding the mass shooting.

Supervisor Roy reported that last year he coordinated a special event task force meeting with Lincoln University to address safety issues. This meeting was comprised of State Police, EMS, Fire, State Representative John Lawrence's office, Township Supervisors and employees, and Marsha Getty, a resident who was directly impacted by Lincoln's Homecoming event in 2024. At this meeting Mr. Roy stated President Allen assured the Township that the University had the situation under control and would inform them of any future events, though none have been reported so far. The Township responded by enacting a "No Parking" ordinance for Elkdale Road and "Permit Parking Only" for College Circle. Despite towing sixty cars, illegal parking continued as tow trucks departed with cars and returned to find that those areas were filled with more cars. President Allen responded to Supervisor Roy and said that efforts will be made to prepare one of their temporary lots for overflow parking in the future.

Public Comments Regarding Homecoming Tragedy:

Marsha Getty thanked the Board of Supervisors for allowing residents to speak and express their concerns. She stated that the comments she is about to make are directed at President Allen, not Lincoln University students. Ms. Getty noted that Spring Fling and Homecoming have worsened over the past several years, as these publicized events draw large crowds without adequate security, crowd control, or coordination with the Township. She reported that EMS and Police had to abandon their vehicles to assist the injured, while A-1 Towing was overwhelmed. Getty recommended that the Township contract with an additional towing company to assist with vehicle removal. She also urged the public to contact the Lincoln University Board of Trustees with their concerns, since last year's meeting with Dr. Allen was unproductive.

Cheryl Lawless raised concerns about how the College can claim students and community members are safe if police response was delayed due to parking problems. She also asked why people from outside the college are permitted to attend these events and suggested that participation should be restricted to campus students only. She feels that the college administration does not respect residents' property, citing an example where someone drove through a neighbor's yard and caused damage while escaping the shooting. She added that parking during April 2025 Spring Fling was worse this year, with cars parked all the way up University Road, while it was dark making it very unsafe.

Larry Browning questioned if there is a maximum capacity for outdoor events at Lincoln University after rumors of over 12,000 people attended homecoming. He also raised concerns about music being played late into the night and early morning hours that was very disruptive to neighboring residents.

Drew Cope stated that this is not an isolated incident. He stated that in the past there has been a homicide by stabbing that took place in one of the dormitories and an assault on a campus security officer just to name a few. He read excerpts from other news articles regarding past safety problems on the campus. He stated that this tragedy could have been prevented if Lincoln University's President had effective communication with the Township and emergency management personnel, as well as thorough vetting of external attendees. He cited Township meeting minutes demonstrating the Board's attempts in the past to prevent tragic incidents such as this due to the overcrowding and parking issues that is created by these large events. Mr. Cope believes Lincoln University's administration has repeatedly failed and called for coordinated oversight. He suggested measures like ticket sales, off-site parking with shuttles, private security, metal detectors, and involvement of state police for large events.

President Allen replied to Mr. Cope's comments by saying that only two major events occurred during her eight-year presidency and said she never thought of utilizing shuttle buses but wouldn't be opposed to it.

Chief Partee stated that he sent the Incident Action Plan (IAP) to Chester County Emergency Management but was unsure why Supervisor Roy didn't receive a copy.

Ms. Sebastian recommended appointing one person to notify the Township thirty days before major events and suggested scaling back on homecoming and spring fling activities.

Dr. Allen then excused herself and left with her group due to another commitment, and the Board of Supervisors thanked her for attending.

Larry McKnight stated that time limits on loud music coming from the campus because it disrupts the residents sleep.

Diane Brough suggested Lincoln University restrict events to students only, noting that one of the attendees she had spoken to had come from South Carolina to attend the homecoming event. She also asked if there is a noise ordinance due to loud music disturbances late at night.

Yeda Arscott, employed by Lincoln University but wants to speak as a resident, stated that she hears music at her house located on Little Elk Creek Road (East Nottingham), but believes it is coming from somewhere else because Lincoln University stops playing music at 11 p.m. She also wanted to know why residents are focused on what the administration at Lincoln University did wrong and not the issue of gun violence itself.

Julie Brady stated that President Allen had attended a Township meeting on May 12, 2025, where she questioned why the Supervisors felt the need to implement a special event permit and parking ordinance. Ms. Brady noted resident's prior concerns about this issue and expressed frustration that President Allen did not see this coming. She added that she believes that the Township Supervisors have done their best to reach out to Dr. Allen and her administration to prevent situations like this but has been faced with opposition.

Linda Williams raised concerns whether the Township could achieve results with Dr. Allen, as she appears reluctant to cooperate with them. She emphasized that the Township should develop a plan, regardless of Dr. Allen's involvement, to prevent any future tragedies. Chairman, Martin stated that he feels more confident that something can be worked out with Lincoln University with regards to these large events since State Representative Lawrence is involved.

Bobby Jo Delp reported that during Lincoln University events, residents are unable to leave their development on College Circle, raising concerns about emergency access and noted that there is a child who lives in the development with frequent seizures. She stated that she was disgusted after she observed attendees of Lincoln University's homecoming event urinating in one of the neighbors' yards.

Chairman Martin thanked attendees for sharing their concerns. He added that the Supervisors are working with the Solicitor to review options regarding the special events ordinance, and hopefully they can move forward in a positive direction. Mr. Martin emphasized the significance of ensuring safety for both Township residents and students living on campus.

Mr. Martin moved to take a brief recess at 8:05 p.m. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Chairman Martin reconvened the meeting at 8:22 p.m.

Chairman Martin stated that a fact-finding meeting was held before the regular meeting to discuss agenda items.

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

Mr. Roy moved to amend the agenda to include Mark Property Management LP's tax assessment appeal. Mr. McMahan seconded the motion. All in favor. MOTION CARRIED.

Chairman Martin called for recognition of those asking to appear on the agenda.

Chris Watters and Betsy Cancelmo of the Wyncote development requested that the Board of Supervisors consider an SPCA contract in response to recurring issues with cats from adjacent Amish farms entering their property. She said she has spayed and neutered about thirty cats, but the situation is becoming unmanageable. She also offered to contribute money if needed. Mr. Martin stated that the Township chose not to renew its 2016 animal contract due to residents over utilizing the program by gathering numerous cats and taking them to the SPCA. This resulted in increased fees for housing the animals until they were either adopted or euthanized. Those fees incurred well exceeded the contract's actual annual cost. As a result, the Supervisors opted not to renew the agreement. Ms. Watters and Ms. Cancelmo expressed their disappointment in that decision.

APPROVAL OF MEETING MINUTES

Mr. Roy made a motion to approve the minutes of the regular meeting conducted on Monday, October 13, 2025, as well as the minutes from the special meeting regarding the 2026 budget review that was held on Wednesday, October 29, 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 \$100,261.31. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to approve partial escrow release #5 for the Pine View Estates Phases 4 and 5 Subdivision and Land Development Plan in the amount of \$194,986.00 contingent upon the receipt of the Township Engineer's recommendation letter. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy emphasized that certain funds listed in the reports are restricted in their availability. Specifically, allocations from the State Fund, Open Space Fund, and Escrow Fund that are earmarked for designated purposes and may not be utilized for general fund expenditures.

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

CORRESPONDENCE

The correspondence list was made available to the public and is available upon request.

ZONING OFFICER/CODES ENFORCEMENT OFFICER

Subdivision and Land Development:

Mr. McMahon moved to approve Resolution No. 2025-21 for Stephen Smoker's Sewage Facilities Planning Module for a retaining tank located at 427 Scroggy Road, Oxford, Pennsylvania 19363, further identified by Tax Parcel 56-2-18.2 and submit to Pennsylvania Department of Environmental Protection for review and approval. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to adopt Resolution No. 2025-22, granting an additional ninety days for the Oatman two-lot subdivision located at 120 Roneys Corner Road, Oxford, Chester County, Pennsylvania further identified by Tax Parcel No. 56-8-120, to allow the applicant more time to meet any outstanding requirements. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Ms. Kinney stated that an extension letter dated November 5, 2025, was received on behalf of the Wyncote/Dambro subdivision and land development plan granting the Board of Supervisors until May 15, 2026, for review. She also stated that an extension letter was received dated November 9, 2025, for the Yates Land Development Plan granting the Board of Supervisors an additional ninety days to review.

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

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

OXFORD AREA RECREATIONAL AUTHORITY

Ms. Kinney presented the report on behalf of the Oxford Area Recreational Authority for October 2025.

EMERGENCY MANAGEMENT

Mr. Roy stated that his report was covered with the prior discussion of the Lincoln University mass shooting that happened on October 25, 2025.

OXFORD REGIONAL PLANNING COMMISSION

Joel Brown reported that an in-person meeting took place at the Medic 94 building in West Grove which included a tour of the new facility. He noted that the County has three maps that they would like the municipalities to consider identifying properties for open space, parks and recreation, and transportation. He asked Ms. Kinney to add this to the next Planning Commission meeting agenda. The upcoming regional planning meeting is scheduled for Thursday, December 4, 2025, and will take place virtually.

TAX COLLECTOR

Ms. Kinney reported \$296.39 was collected in current Real Estate Taxes and \$29.83 was collected for 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 (None)

NEW BUSINESS

Mr. Roy moved to authorize the Secretary/Treasurer to advertise that the proposed 2026 budget is available for public review at the Township Building and that the final adoption of the 2026 budget will be held at the next regular Board of Supervisors meeting on Monday, December 8, 2025. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to authorize the Secretary/Treasurer to advertise that the re-organizational meeting for Lower Oxford Township will be held on Monday, January 5, 2026. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Martin moved to authorize Supervisor Roy to attend a three-part refresher course for experienced Supervisors and Staff in the amount of \$239.00 that will be held on December 4, 2025, March 7, 2026, and March 14, 2026, at the Hilton Garden Inn, Exton, Pennsylvania. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved that the Board of Supervisors take a position to not participate in the Mark Property Management LP's property tax assessment appeal for the parcel identified as 369 Limestone Road, Oxford, Chester County, Pennsylvania 19363, further identified as tax parcel no. 56-3-141 due to the costs involved. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

OTHER BUSINESS (None)

PUBLIC COMMENT

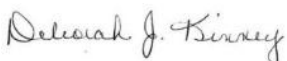
Ms. Getty noted that Lincoln University is currently exempt from real estate taxes and that not all of the property they own is being utilized and questions whether the properties that are not being utilized can be taxed.

Mr. Cope thanked the Board of Supervisors for addressing Lincoln University's mishandling of the mass shooting incident as it is a very difficult situation.

ADJOURNMENT

Mr. McMahon moved to adjourn at 9:06 p.m. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Respectfully Submitted,



Deborah J. Kinney, Secretary/Treasurer

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