

Lower Oxford Township
Board of Supervisors Regular Meeting Minutes
Monday, March 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, March 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 eight 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 announced that a fact-finding meeting took place on Wednesday, March 5, 2025, at the Township Building with Benefits Specialist, Rob Micheletti. The purpose of the meeting was to discuss the renewal of the major medical plan for Township employees and Supervisors, which will take effect on April 1, 2025.

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

RECOGNITION OF THOSE ASKING TO APPEAR ON THE AGENDA

Mr. Watkins, of 175 Buck Run Road, Lincoln University, reported that rainwater is flowing onto his driveway from the Cul de sac and requests the Township's intervention. The Township Solicitor stated the Board will take this matter under advisement.

APPROVAL OF MEETING MINUTES

Mr. Roy moved to approve the meeting minutes of the regular meeting held on Monday, February 10, 2025. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

TREASURERS' REPORT

Mr. McMahon moved to approve the bills from the General Fund in the amount of \$97,015.02. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve escrow release no. 12 in the amount of \$142,015.00 for the Pine View Estates Land Development Plan (Phase 2) by Township Engineer's recommendation letter dated February 10, ,2025. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve escrow release no. 8 in the amount of \$85,776.00 for the Pine View Estates Land Development Plan (Phase 3) by Township Engineer's recommendation letter dated February 10, ,2025. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve escrow release no. 6 in the amount of \$6,600.00 for the Pine View Estates Land Development Plan (Phase 6) by Township Engineer's recommendation letter dated March 10, ,2025. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve escrow release no. 6 in the amount of \$219,405.00 for the Reedville Village Land Development Plan (Phase 1) by Township Engineer's recommendation letter dated March 10, ,2025. 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 was made available to the public and is available upon request.

ZONING OFFICER/CODES ENFORCEMENT OFFICER

Ms. Kinney issued four residential construction permits, three zoning permits, six single-event permits, two residential driveway permits, five commercial permits, and three use and occupancy permits for the month of February 2025.

Mr. McMahon moved to approve the Stormwater Operation and Maintenance Agreement for Scott Wilson's property located at 421 Calvary Road, Nottingham, Pennsylvania, 19362, further identified by Tax Parcel No. 56-7-147 for construction of a new single-family residence. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to approve the Lincoln University Land Development Plan for construction of a new residence hall by Resolution No. 2025-09 located at 1570 Baltimore Pike, Lincoln University, Pennsylvania, 19352, further identified by Tax Parcel No. 56-4-63 contingent upon receiving a letter of adequacy from the Chester County Conservation District, an NPDES permit from the Pennsylvania Department of Environmental Protection, an approved stormwater and maintenance agreement, and financial security. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to authorize a ninety-day "Stay of Action" ending on May 30, 2025, for Mr. Parsons who resides at 104 Fairview Road, Oxford, PA 19363, who was left homeless due to a house fire in February 2024. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to approve the Zoning Officer's report. Mr. Roy 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, February 19, 2025.

OXFORD AREA RECREATIONAL AUTHORITY

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

HISTORICAL COMMISSION

Blair Fleischmann submitted wording for the sign that will be placed at the Lincoln Community Center for the America250 Chester County celebration. The graphics team is currently working on what pictures will be added.

EMERGENCY MANAGEMENT

Mr. Roy stated that Jennersville Hospital is progressing and is expected to open its emergency room in July 2025. Crozier Hospital has reached a settlement that ensures their continued operation. The Union Fire Company No. 1 will hold a meeting on Wednesday, March 19, 2025, at 7:00 p.m.

OXFORD REGIONAL PLANNING COMMISSION

Mr. Brown reported that the ORPC met virtually on February 26, 2025. The Oxford Borough received the final plan for the Frost Subdivision and Land Development Plan. Wilson King, whose properties burned down in the Oxford Borough, submitted a sketch plan to rebuild. Mark Gallant provided an update on the multi-comprehensive plan update. The next meeting is scheduled for March 26, 2025.

TAX COLLECTOR

Ms. Kinney reported that \$5,662.79 was collected in Real Estate Taxes and \$67.03 was collected for the 2024 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. McMahon moved to approve Resolution No. 2025-07 supporting the Pennsylvania Commission for the United States Semi-Quincentennial (American250PA). Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve Resolution No. 2025-08 designating roads for the 2025 Paving Project that includes Township Road (T-342) that extends approximately 5,400 linear feet from Route #10 (SR-0010) to Route #1 By-Pass Bridge (SR-0001) and Jackson School Road (T-327) that extends approximately 2,500 linear feet from 631 Jackson School Road to State Route #472 (SR-0472). Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to designate April 25th and 26th as Spring's Large Trash Day and authorize the Secretary to advertise accordingly. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to renew the Independence Blue Cross PPO Gold Preferred major medical coverage for employees and Supervisors effective April 1, 2025. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

OTHER BUSINESS

The Township Solicitor has drafted a "No Parking" ordinance that will also cover junk and unlicensed vehicles. It will be finalized for adoption at the next Board of Supervisors meeting on April 14, 2025.

Mr. McMahon moved to acknowledge receipt of the PSATS Act 44 Disclosure Statement for the Township Pension Plan and directed that it be retained with the pension records and posted to the Township website. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

PUBLIC COMMENT

Mr. Joel Brown asked if the Township would consider adding Township Road and College Circle in the proposed "No Parking" Ordinance.

Mr. Larry Prewitt asked about Joe Parsons, who is living in a camper at 120 Fairview Road, Oxford, PA. Chairman Martin stated that the Board granted him a ninety-day stay due to the house fire that left him homeless.

ADJOURNMENT

Mr. Roy moved to adjourn at 7:55 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.