

Lower Oxford Township
Board of Supervisors Regular Meeting Minutes
Monday, April 13, 2026

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, April 13, 2026, at 7:00 p.m.

THE FOLLOWING WERE IN ATTENDANCE: Chairman, Kevin R. Martin; Vice-Chairman, Noël A. Roy; Board Member, Robert J. McMahan; Secretary/Treasurer, Deborah J. Kinney; Solicitor, Winifred Moran-Sebastian, and eleven 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.

Mr. McMahan moved to amend the agenda to include Resolution No. 2026-17 under new business to authorize the oil and chipping of various Township Roads. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

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

Chairman Martin called for those who would like to appear on the agenda. There were none.

APPROVAL OF MEETING MINUTES

Mr. Roy made a motion to approve the minutes of the Board of Supervisors regular meeting held on Monday, March 9, 2026. Mr. McMahan 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 \$89,906.13. Mr. McMahan seconded the motion. All in favor. MOTION CARRIED.

Ms. Kinney announced that Barbacane Thornton has completed their FY2025 audit. The results of the audit dated March 16, 2026, were a clean audit opinion.

Mr. McMahan moved to approve partial escrow release #8 for the Pine View Estates Phases 4 & 5 Subdivision and Land Development Plan in the amount of \$177,209.00 for work completed per recommendation of the Township Engineer's letter dated April 10, 2026. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve the Treasurer's report. Mr. McMahan 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 stated that she issued four residential permits; one commercial permit; and one use and occupancy permit for the month of March 2026.

Mr. Roy moved to approve Resolution No. 2026-15 for Hoover Building Specialists LLC Sewage Facilities Planning Module located at 469 Limestone Road, Oxford, Pennsylvania, further identified by Tax Parcel No. 56-8-140, and authorize the Secretary/Treasurer to submit to the Pennsylvania Department of Environmental Protection for review and approval. Mr. McMahan seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahan moved to approve Resolution No. 2026-16 for the Kepler three-lot subdivision Sewage Facilities Planning Module located at 410 Conner Road, Oxford, Pennsylvania, further identified by Tax Parcel No. 56-4-52, and authorize the Secretary/Treasurer to submit to the Pennsylvania Department of Environmental Protection for review and approval. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Ms. Kinney stated that she received a six-month extension letter for the Yates three-Lot Subdivision and Land Development Plan dated April 13, 2026.

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 SEWER AUTHORITY

Ms. Kinney presented the monthly report for the Oxford Area Sewer Authority that was held on Wednesday, March 18, 2026. She reported that Oxford Borough has already reduced their sewer hook-up fees and is asking that the Sewer Authority reduce their hook-up fees by 50% for one-bedroom apartments and by 25% for two-bedroom units, making it easier for developers to build affordable housing in high-density areas. Mr. McMahon expressed concern that renters already exceed occupancy limits in some cases, which is hard to enforce, and warned this would make matters worse. He also was concerned about insufficient funding for infrastructure. The Board shared his view and ultimately decided not to support the proposal.

HISTORICAL COMMISSION

Ms. Dunmeyer reported that she attended the Oxford Regional Planning Committee Sub-Committee virtually on March 24, 2026, that was chaired by Blair Fleischmann. Her report is on file at the Township.

OXFORD AREA RECREATIONAL AUTHORITY

Ms. Kinney reported that the OARA meeting was cancelled on March 19, 2026, due to no quorum.

EMERGENCY MANAGEMENT

Mr. Roy reported that Representative Justin Fleming introduced State Police HB 2284 on March 11, 2026, and was referred to the Committee of Government on March 12, 2026. Previously, the State Police received \$500,000,000 annually from PennDOT's States Motor License Fund, but due to insufficient road maintenance funds, payments will be reduced over five years to \$125,000,000 annually. Mr. Roy calculated potential Township budget impacts, estimating costs up to \$300 per capita, with a sample calculation of \$234 per capita for 5,418 residents totaling \$1,267,812. He noted that similar bills have failed in the past, but Mr. Roy emphasized the need for proactive budgeting should it happen to go through.

Mr. Roy reported that he attended the Union Fire Company No. 1's Borough and Township Liaison Committee meeting on Thursday, March 26, 2026. During the meeting, members discussed hiring one new full-time employee in 2027 and another in 2028, as well as bringing on several part-time employees. As a result, municipal contracts will see a significant increase. Mr. Roy also noted that Senator Comitta secured a \$50,000 grant for the fire company, and Chrissy Houlahan will be applying for some additional grants. The company has applied for a "Mushroom" grant worth \$5,000, though it is uncertain if they will receive it. The Union Fire Company is set to take delivery of a new fire truck, ordered in 2024, at a cost of \$1,776,826. Additionally, a Pierce Rescue Pumper Truck was purchased for \$1,253,182 and is expected to arrive in 2028. Mr. Roy mentioned that the Union Fire Company could eventually have all full-time paid employees. He also emphasized that staffing challenges are a statewide issue for fire companies. Mr. Roy asked the Township Solicitor to prioritize this issue for the October budget meeting. Ms. Sebastian said the township could pass an ordinance to lower the Open Space rate, which would help residents with fire and emergency taxes. Mr. Roy also reported that the Union Fire Company now has a license to sell Pennsylvania Lottery tickets and they will receive a 5% commission.

The Union Fire Company Ambulance Division is installing a new chassis on an ambulance at a cost of about \$200,000. Mr. Roy reported that Gary Vinnacombe, Deputy Chief of EMS, will leave for another director position on April 19, 2026, but will help with hiring and training his replacement.

Mr. Roy noted that data centers are causing higher electric rates for residents in many municipalities. Solicitor Sebastian stated she sent a draft ordinance for review to the Planning Commission, with plans to forward it to the Board of Supervisors when their review is complete.

OXFORD REGIONAL PLANNING COMMISSION

Mr. Brown reported that the Committee met virtually on March 25, 2026, at 7:00 p.m. Topics included Oxford Borough's C-2 Commercial zoning changes to permit housing and increase building heights, a proposed 88-home Wedgewood subdivision spanning East Nottingham Township and Oxford Borough, and updates on the multi-municipal comprehensive and cultural resources plans. Their next virtual meeting is scheduled to be held on April 22, 2026, at 7:00 p.m.

TAX COLLECTOR

Ms. Kinney reported \$174.55 was collected in current Real Estate Taxes and \$1,521.45 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.

NEW BUSINESS

Mr. McMahon moved to adopt Resolution No. 2026-17 to authorize the oil and chip treatment of approximately 80,000 square yards of various township roads and appropriating funds for such improvements. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to authorize the Secretary/Treasurer to advertise bids for oil and chipping for various roads projects and fuel and heating oil for 2026 in accordance with applicable bidding requirements. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

PUBLIC COMMENT

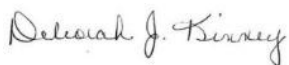
Mr. Ebenezer Affainie, Student Affairs Secretary at Lincoln University, said he and Mr. Sebastian Harris (Lincoln University Student) would like to bridge a gap between the Township and Lincoln University and wish to be more involved in the community.

Mr. Brown asked about the status of the special event ordinance under review by the Board of Supervisors. Vice-Chairman Roy explained that the Board is addressing concerns with certain sections of the ordinance raised at the February 9, 2026. He also noted they received a positive action plan report from Lincoln University's Chief of Police for the upcoming Spring Fling.

ADJOURNMENT

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

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