

Lower Oxford Township
Board of Supervisors Regular Meeting Minutes
Monday, May 11, 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, May 11, 2026, at 7:00 p.m.

THE FOLLOWING WERE IN ATTENDANCE: Chairman, Kevin R. Martin; Vice-Chairman, Noël A. Roy; Board Member, Robert J. McMahon; Secretary/Treasurer, Deborah J. Kinney; Roadmaster, Steven Price; 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.

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.

Mr. Leroy Lapp and Mr. Elam Fisher, owners of Lapp's Specialty Eggs, told the Board of Supervisors that they received a March 12, 2026, violation notice for operating a commercial business at 350 Calvary Road in Oxford, which is located in the residential zoning district (R-1). Since then, they have moved ninety-percent of their egg processing operation to a warehouse in Quarryville, Pennsylvania, ending the frequent tractor-trailer pickups and deliveries. He further stated that they are only doing minimal processing work and have reduced the pickups and deliveries to a 26' box truck that comes five days a week and hauls two loads a day until they can totally relocate the business. Mr. Lapp stated that they are now considering purchasing Limestone Road LLC at 158 Limestone Road in Oxford, which is located in the C-1 zoning district, as a new warehouse site. They also met with Township staff on Friday, May 8, 2026, to review zoning requirements and the next steps for scheduling a conditional use hearing. They asked the Board of Supervisors to extend the violation notice so they have time to relocate the remaining egg operation.

Mr. Roy moved to extend the notice of violation deadline an additional ninety days. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

APPROVAL OF MEETING MINUTES

Mr. Roy made a motion to approve the minutes of the Board of Supervisors regular meeting held on Monday, April 13, 2026. 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 \$251,257.04. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Mr. McMahon moved to approve partial escrow release #9 for the Pine View Estates Phases 4 & 5 Subdivision and Land Development Plan in the amount of \$226,091.00 for work completed per the Township Engineer's recommendation letter dated May 11, 2026. Mr. Roy 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 stated that she issued nine residential permits; one commercial permit; two commercial sign permits; one stormwater permit; one driveway permit; and two use and occupancy permits for the month of April 2026.

Mr. McMahon moved to approve Resolution No. 2026-17 relieving the property located at 282 Kimble Road, Lincoln University, Pennsylvania 19352, further identified as Tax Parcel 56-4-5.3, of the requirement to install or utilize nitrogen-reducing treatment technology for the on-lot sewage disposal system serving lot #2 due to the

statutory change of Act 41 that amended the anti-degradation requirements of Act 537 to which this property had previously been subject. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve Resolution No. 2026-18 to extend the Penn-Delmar two-lot subdivision and land development plan located at 2079 and 2083 Baltimore Pike, Oxford, Pennsylvania, further identified by Tax Parcel Nos. 56-8-84.4 and 56-8-84.5 until July 31, 2026. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Ms. Kinney stated that an extension letter dated May 4, 2026, was received for the Wyncote-Dambro Subdivision and Land Development Plan, that will expire on November 20, 2026.

Mr. McMahon moved to approve the Zoning Officer's report. Mr. Roy 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, April 15, 2026.

OXFORD AREA RECREATIONAL AUTHORITY

Ms. Kinney presented the monthly report on behalf of the Oxford Area Recreational Authority that was held on Thursday, April 16, 2026.

HISTORICAL COMMISSION

Ms. Dunmeyer reported that a meeting was held for the ORPC's Historic Preservation Sub-Committee on April 28, 2026. She stated that the restoration of the grain separator at Glenroy Preserve will begin this month. A raffle will be held to raise money to offset the restoration cost and to raise awareness of the museum's agricultural exhibit. Ms. Dunmeyer attended the tree planting at Glenroy Preserve as part of the Oxford 250th celebration. She has also recruited two Lower Oxford Township residents to help document the historic properties in Lower Oxford Township once she receives the final list from the ORPC. One of recruits owns the Mount Vernon Post Office and the other one owns a historic farm in Lincoln University.

EMERGENCY MANAGEMENT

Mr. Roy reported that House Bill 2284 remains at the House Local Government Committee. He also stated that there are now three individuals who have been implicated in connection with the October 25, 2025, Homecoming shooting at Lincoln University. In addition, he noted that Lincoln University has made significant progress in coordinating with emergency management for its large events and that no significant incidents occurred during the Spring Fling event in April.

OXFORD REGIONAL PLANNING COMMISSION

Mr. Brown reported that the Committee met virtually on April 22, 2026, at 7:00 p.m. The committee discussed conducting a regional traffic study that the Borough Manager offered to lead and will pursue grant funding to support it. Once the committee is established, the Township will be asked to submit a letter of support for the grant funding and will need a representative appointed from each municipality. The committee also discussed flood monitoring and asked which areas should be considered. The Board of Supervisors referred to the Roadmaster, Steven Price, and he recommended Hopewell Road and Fairview Road. The next virtual meeting will be held on May 27, 2026, at 7:00 p.m.

Mr. Roy moved to appoint Mr. McMahon as the representative for the Oxford Regional Planning Committee's traffic study committee and when requested provide a letter of support for the grant submittal. Mr. Martin seconded the motion. All in favor. MOTION CARRIED.

TAX COLLECTOR

Ms. Kinney reported \$37,385.84 was collected in current Real Estate Taxes and \$411.60 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

Mr. Martin asked Solicitor, Sebastian, to prepare options for both a fire tax and a real estate tax increase to address the rising annual contract costs for Union Fire Company No. 1 and Ambulance Division. Ms. Sebastian explained that a fire tax may be used only for that purpose, and all revenue collected must be paid directly to the fire company. She also noted that real estate taxes could be increased to help cover those fees, although millage increases have limits.

NEW BUSINESS

Mr. Martin announced that summer office hours will shift from Monday through Friday to Monday through Thursday, beginning the week of June 8, 2026, and continue through the last week of August.

OTHER BUSINESS

Mr. Roy stated that he will be on vacation from July 27 through August 5, 2026, and asked Mr. McMahon to serve as Emergency Management Coordinator during his absence if needed. Mr. McMahon agreed.

BID OPENING

Bids were opened for Diesel Fuel & Heating Oil and Oil & Chipping:

There was one bid submitted for Diesel Fuel & Heating Oil by Alger Oil Inc.: Diesel Fuel #2 w/Additive in the amount of \$26,430.00 and Heating Oil w/Additive in the amount of \$4,418.70 for a total bid of \$30,848.70.

There were three bids submitted for Oil & Chipping: Asphalt Industries, Inc., in the amount of \$147,400.00; Asphalt Maintenance Solutions (AMS) in the amount of \$150,000.00; and Martin Paving in the amount of \$208,700.00.

Mr. Roy moved to award the Fuel and Heating Oil bid to Alger Oil, Inc., in the amount of \$30,848.70 and to award the Oil & Chipping bid to Asphalt Industries in the amount of \$147,400.00 for the 2026 road projects. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

PUBLIC COMMENT

Mr. Farber asked whether a special tax could be established to fund emergency services for the state police.

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 upon request at Lower Oxford Township, 220 Township Road, Oxford, Pennsylvania.