

Lower Oxford Township
Board of Supervisors Regular Meeting Minutes
Monday, June 8, 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, June 8, 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; Solicitor, Winifred Moran-Sebastian, and twelve 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:

Eric and Rachel Carr of 389 Scroggy Road, Oxford, Pennsylvania, asked the Board of Supervisors to approve a home occupation permit for vehicle repair work on their property. They explained that they intend to scale back operations from Carr's Auto and Truck Service LLC and perform only a limited number of repairs at one time. The work would take place in their approximately 1,600-square-foot outbuilding, with the possibility of an occasional vehicle parked outside while another is being serviced. After much discussion, the Board tabled this until further information is obtained.

Raquel Roque and Rafael Anaya Pena of 216 Elkview Road, Lincoln University, requested the Board of Supervisors' approval for a home occupation permit for an Amway business to be operated from a room of approximately 368 sq. ft. in their home for meetings and product deliveries. Solicitor Sebastian raised concerns about recent activity on the property, including numerous vehicle deliveries and photographs showing more than 20 cars lined up on the property and outside reports of vehicles being delivered to the property on a truck and car trailer. The Township had previously sent a notice requesting clarification of the activity. The owners stated that they own all of the vehicles and that each is registered, tagged, inspected, and roadworthy. The Board agreed to table the home occupation permit until the Township inspects the property to verify its actual use and activity within the R-2 residential zoning district and confirm that the vehicles comply with the Township's motor vehicle ordinance.

APPROVAL OF MEETING MINUTES

Mr. Roy moved to approve the minutes of the Board of Supervisors' regular meeting held on Monday, May 11, 2026. 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 \$232,252.22. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Mr. Roy moved to approve partial escrow release #10 for the Pine View Estates Phases 4 & 5 Subdivision and Land Development Plan in the amount of \$31,281.00 for work completed contingent upon the Township Engineer's recommendation letter releasing the funds. 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 stated that she issued eighteen residential permits; seven right-of-way permits; two driveway permits; and five use and occupancy permits for the month of May 2026.

Mr. McMahon moved to approve Resolution No. 2026-20 for the Sewage Facilities Planning Module resubmittal to the Pennsylvania Department of Environmental Protection for the Kepler three-lot subdivision located at 410 Conner Road, Oxford, Chester County, Pennsylvania, further identified by Tax Parcel No. 56-5-52. Mr. Roy seconded the motion. All in favor. MOTION CARRIED.

Ms. Kinney stated that an extension letter dated June 1, 2026, was received for 188 Scotts Lane LLC land development plan, that will expire September 30, 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. McMahon moved to approve the Roadmaster's report. Mr. Roy 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, May 20, 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 presented the monthly report for the Lower Oxford Township Historical Commission.

EMERGENCY MANAGEMENT

Supervisor Roy reported that House Bill 2284 remains at the House Local Government Committee. He also stated that the Union Fire Company No. 1 will hold its quarterly meeting on Thursday, June 25, 2026, at 7:30 p.m. Bob McMahon has agreed to attend in the absence of Supervisor Roy.

OXFORD REGIONAL PLANNING COMMISSION

Mr. Brown reported that the Oxford Regional Planning Commission has held two meetings since the last Board meeting. The Commission met virtually on May 27, 2026, and discussed the Traffic Study Committee, noting that five of the six municipalities have committed to participate, as well as the possible development of a data center ordinance. At a second virtual meeting on June 4, 2026, the Economic Development Chapter 3 – Existing Conditions for cultural resources was presented. The next virtual meeting is scheduled for June 24, 2026, at 7:00 p.m.

TAX COLLECTOR

Ms. Kinney reported \$3,754.16 was collected in current Real Estate Taxes and \$47.98 was collected for Fire Hydrant Taxes.

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

OLD BUSINESS

None.

NEW BUSINESS

None.

OTHER BUSINESS

Solicitor Sebastian, a member of the 250th Commission, presented the Board of Supervisors with a flag to commemorate the nation's 250th celebration.

PUBLIC COMMENT

None.

ADJOURNMENT

Mr. Roy moved to adjourn at 8:44 p.m. Mr. McMahon seconded the motion. All in favor. MOTION CARRIED.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Deborah J. Kinney".

Deborah J. Kinney, Secretary/Treasurer

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