

**UPPER OXFORD TOWNSHIP  
JANUARY 3, 2022**

Upper Oxford Township Board of Supervisors held their organization meeting at the Township Building, 1185 Limestone Road, Russellville, PA on Monday, January 3, 2022 at 7:00 P.M.

PRESENT:       Howard S. Reyburn  
                  Scott A. Rugen  
                  Charles Fleischmann  
  
                  Jane Daggett, Secretary

OTHERS:       Colin Kraucunas                               Chris Hauser

The meeting was called to order at 7:00 P.M. After the Salute to the Flag, Howard Reyburn led in prayer.

PUBLIC COMMENTS – At this time, public comments were asked for from the audience based on the agenda. Colin Kraucunas questioned the newsletter article stating that Jennersville Hospital was staying opened and suggested we might consider sending out a post card informing the residents that it has closed. The Secretary will check with Chalfont Printing. Additionally, the newsletter had an article regarding storm water, it should be kept on file.

TEMPORARY CHAIRMAN – Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried to appoint Scott Rugen as Temporary Chairman.

Reyburn – Yea                      Rugen – Yea                      Fleischmann - Yea

TEMPORARY SECRETARY – Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried to appoint Jane Daggett as Temporary Secretary.

Reyburn – Yea                      Rugen – Yea                      Fleischmann - Yea

ELECTION OF OFFICERS

Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried to appoint Scott Rugen as Chairman.

Reyburn – Yea                      Rugen – Yea                      Fleischmann – Yea

Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to appoint Howard Reyburn as Vice-Chairman.

Reyburn – Yea                      Rugen – Yea                      Fleischmann - Yea

Motion made by Scott Rugen, seconded by Howard Reyburn and carried to make the following appointments and setting the following wages for 2022.

Secretary-Treasurer	Jane Daggett, with a \$1.35/hr. increase, recommending to Auditors that the Treasurer’s Bond be set at \$3,000,000.00.
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Road Master:	Dominick DiFilippo, with a \$1.43/hr. Increase
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Road Crew Member:	James A. Wilson, Jr., with a \$1.41/hr. increase
Road Crew Member:	Corey D. Doughten with a \$1.10/hr. increase
Engineer:	Ragan Engineering Associates, Inc.
Alternate Engineer:	Concord Land Planners
Bank for Official Business:	BB&T, n/k/a Truist with investments being made at Truist, Fulton Bank, Wells Fargo, Coatesville Savings, or PLGIT
Zoning Officer:	William Beers, d/b/a Earthways
Building Inspector:	Commonwealth Code Inspection Service, Inc.
Planning Commission Member:	David Underwood for a 5-year term
Vacancy Board Chairman:	Christine Nibouar for a 1-year term
Planning Commission Secretary	Jane L. Daggett
Zoning Hearing Board Member	D. William Hovis for a 3-year term
Historic Commission Member	Blair Fleischmann for a 5-year term
Right to Know Officer	Scott A. Rugen
Tax Collector	Nadine E. Hook for a 1-year term
Snow Equipment Operators:	CDL Drivers, Darrell Cook, and non-CDL Driver, John Bomberger at \$15.00/hr.
Solicitor:	Thomas Oeste of Buckley Brion McGuire & Morris, LLP
Zoning Hearing Board Solicitor	Winifred Moran Sebastian
UCC Members	Gary Calibey and Scott Moran-5 yr. term

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

CHRIS HAUSER – At this time, the Supervisors invited Chris Hauer to address the Board. Chris mentioned that he heard that his neighbor approached the Supervisors the previous month asking them to remove the hump that is in Widdowson Road along with cutting down some trees on the road bank. Chris is opposed to that as the road follows the contours of the hillside and by removing the hump and trees, erosion would occur. Supervisors Rugen stated that we were approached, but no decision was made. We only agreed to look at the road with the township road master. One other option that was discussed was the possibility of “Dirt and Gravel” road using the special aggregate substances that was used on Webb Road.

Chris also questioned the procedures and square footage requirements of setting up “high tunnels” and the storm water requirement if no other existing buildings are present. The intent of the County is to make it easier to put up high tunnels for produce growers.

Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried to approve the following items as mentioned below:

Meetings: 2<sup>nd</sup> Monday each month at 7:00 P.M. and  
Work Sessions 4<sup>th</sup> Monday at 7:00 P.M. as needed

Legal Notices may be placed in the Chester County Press or Daily Local News.

Investments – The Chairman and Secretary are authorized to keep idle funds invested.

Other Road Wages: Part-time Equipment Operators - \$13.50/hr. and Laborers - \$13.50/hr.

Working Supervisors: All three Supervisors are affirmed to work on roads if needed; request Auditors’ approval of \$13.50/hr. for other road work and \$13.50/hr. for snow equipment operations. Recommend to Auditors that Supervisors be reimbursed \$ .58.5/mile, which is the current IRS rate per mile, to attend Road Inspection, Conventions and Seminars.

Road Crew Benefits:  
8 paid holidays – New Year’s Day, Good Friday, Memorial Day, July 4<sup>th</sup>, Labor Day, Veterans Day, Thanksgiving and Christmas  
6 paid sick days – may be accumulated up to 24 days  
3 days for bereavement leave – immediate family and 1 day for near relative  
2 personal days per year  
Paid Vacation  
After 1 year – 5 days and 2-1/2 days per year for each successive year up to 20 days. Only 5 days may be carried forward to the following year and must be used in that year.

Reyburn – Yea                      Rugen – Yea                      Fleischmann - Yea

DELEGATE TO STATE CONVENTION – Motion made by Scott Rugen, seconded by Howard Reyburn and carried designating Charles Fleischmann as the Township’s Voting Delegate to the State Convention to be held in Hershey, PA., April 24 to April 27, 2022, and authorizing payment of registration fees.

Reyburn – Yea                      Rugen – Yea                      Fleischmann - Abstained

RADIO FREQUENCIES – Motion made by Scott Rugen, seconded by Charles Fleischmann and carried permitting Union Fire Co. #1, Oxford Borough, East Nottingham Township and West Grove Borough to use SWCCT radio frequency (151.0700) for a period of one year.

Reyburn – Yea                      Rugen – Yea                      Fleischmann - Ye

RESPONSE TERRITORIES – Motion was made by Scott A. Rugen. seconded by Howard Reyburn and carried, adopting Resolution No. 2022 – 1 designating emergency response areas in the township.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

MINUTES – Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried approving the December 13, 2021 Minutes.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

NABY KEITA – 149 Cheek Road was not present but called the office to voice his concerns about the smell at the pig farm.

JOHN HAYS SUBDIVISION – Motion was made by Charles Fleischmann, seconded by Scott Rugen and carried to accept and grant the John Hays extension for review of the subdivision until April 15, 2022.

Reyburn – Yea

Rugen – Yea

Fleischmann - Yea

ZONING – The Supervisors did not receive a zoning report.

ENGINEER – The Supervisors reviewed the engineer’s report for the month.

ROADS – The Supervisors reviewed the Road Master’s report for the month.

HISTORIC COMMISSION – Denise Rugen is working on a request for an historic plaque.

STREAM QUALITY TESTING – Scott has been in contact with the Brandywine Conservancy and the Stroud Research Center (Dr. Arscott). Arscott has agreed to participate in the work session later this month to answer questions and provide input.

HISTORIC RESOURCE PROTECTION – Stephanie Armpriester (Brandywine Conservancy) may be interested in assisting the township in developing a Historic Resources Protection ordinance. Scott will contact her to discuss the follow up with the township’s Historic Commission.

PLANNING COMMISSION REPORT – The Supervisors reviewed the annual Planning Commission report for 2021. Some discussion took place regarding the roundabouts that are scheduled to be put in along route 896.

PAYMENT OF BILLS – Motion was made by Scott Rugen, seconded by Howard Reyburn to approve the payment of bills in the amount of \$38,916.36 from the General Fund.

Reyburn – Yea

Rugen – Yea

Fleischmann - Yea

TRASH DAYS – Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to schedule the Spring Trash Days on Friday, May 6, 2022 and Saturday, May 7, 2022 and the Fall Trash Days on Friday, October 7, 2022 and Saturday, October 8, 2022.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

**OLD BUSINESS**

ACT 537 – Ron Ragan is working on this.

RIPARIAN BUFFER – The Board of Supervisors will review this again at their January 24<sup>th</sup> work session.

FEE SCHEDULE – Bill Beers is working on this.

AMISH SCHOOL – O & M Agreement needed – John Coldiron was contacted.

GRIST MILL – No response yet from HOA regarding the Page invoice.

OLD LIMESTONE ROAD – Scott will schedule something with Ragan and the Road Master for this month.

ADJOURNMENT – There being no further business, motion was made by Scott Rugen and carried unanimously to adjourn at 8:48 P.M

Respectfully submitted,

Jane Daggett. Secretary