

**UPPER OXFORD TOWNSHIP
APRIL 13, 2020**

Upper Oxford Township Board of Supervisors held their regular monthly meeting at the Township Building, 1185 Limestone Road, Russellville, PA on Monday, April 13, 2020 at 7:00 PM.

Due to the Covid-19 virus, the agenda was posted on the front door April 9, 2020 and residents seeking to attend the meeting were instructed to call the township office to reserve a spot since seating was limited to six persons.

PRESENT: Howard Reyburn
 Scott Rugen
 Charles Fleischmann

 Jane Daggett, Secretary

OTHERS: Lieutenant Nicole Palmer from the PA. State Police
 William Beers, Zoning Officer

The meeting was called to order at 7:00 P.M. by the Chairman, Scott Rugen. After the Salute to the Flag, Scott Rugen led in prayer.

PUBLIC COMMENTS – Lieutenant Palmer was present to give the Board of Supervisors statistics reports for 2020 and compared the numbers from last year’s reports. Lieutenant Palmer discussed how the Pennsylvania State Police were handling their activities during the Covid-19 virus crisis and told the Township not to hesitate to call if the State Police could help Upper Oxford Township in any way. The Supervisors thanked Lieutenant Palmer and the State Police Force for the hard work they do in keeping our communities safe.

MINUTES – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to approve the March 9, 2020 Minutes with the correction on Page 2, in Old business, “Environmental Advisory Committee for ORPC”; approving March 16, 2020 Minutes, March 24, 2020 Minutes and March 30, 2020 Executive Session, via telecommunicating Minutes.

Motion was rescinded and then made again by Charles Fleischmann, seconded by Howard Reyburn and carried to change March 24, 2020 Minutes to the correct date of March 23, 2020 Minutes.

Reyburn – Yea Rugen – Yea Fleischmann - Yea

STEAM TEAM/A1 MULCH – Motion was made by Howard Reyburn, seconded by Scott Rugen and carried to approve the following waiver.

Section 401.B.2 – for Preliminary and Final Plan approvals.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

Motion was made by Howard Reyburn, seconded by Charles Fleischmann and carried to approve the following waiver:

Section 502.H – for copies of all relevant permits as it pertains to the Penn Dot Highway Occupancy Permit.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

STEAM TEAM/A1 MULCH – FINAL LAND DEVELOPMENT PLAN – The Supervisors will wait until Upper Oxford Township Planning Commission has reviewed this plan before acting on it.

CHRIST AND FANNIE STOLTZFUS – O & M AGREEMENT – This Planning Module was approved by the Board of Supervisors March 9, 2020 for a second farm dwelling. An O & M Agreement has been prepared and forwarded along with the Planning Module to DEP for review.

Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to approve the On-Lot Sewage Management Agreement between Christ and Fannie Stoltzfus and Upper Oxford Township for Tax Parcel #57-1-11 contingent upon the agreement being signed and notarized by all parties involved and then recorded at the Recorder of Deeds Office/

Reyburn – Yea Rugen – Yea Fleischmann – Yea

PENNS GROVE HOLDING LLC/BRANDYWINE SEPTIC SERVICES, INC. – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to approve and release Escrow #4 in the amount of \$10,000.00 which will close out the Performance Guarantee from the Penns Grove Holding LLC/Brandywine Septic Services, Inc. Escrow Fund, based upon recommendations and site inspections of the township engineer, Ragan Engineering.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

EMERGENCY DISASTER DECLARATION – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to continue the Emergency Disaster Declaration, indefinitely that was signed March 16, 2020.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

ZONING – William Beers, Zoning Officer, was present to give his report. Bill reminded the Board to think about drafting a property maintenance ordinance in the future.

ENGINEER - The Engineer’s report was reviewed by the Board of Supervisors.

ROADS – The Road Master’s report was reviewed by the Board of Supervisors. Discussion was held on the replacement of a new diesel fuel pump assembly. Two prices were discussed. The Board will instruct the Road Master to purchase the pump for \$1550.00 and have the road crew install the pump.

HISTORIC COMMISSION – Will cancel their May meeting and not meet again until August.

PAYMENT OF BILLS – Motion was made by Charles Fleischmann, second by Howard Reyburn and carried to approve the payment of bills in the amount of \$55,654.95 from the General Fund.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

ZONING HEARING BOARD ALTERNATE – Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to nominate Edward Thornton as an alternate for the Zoning Hearing Board.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

AGRICULTURAL SECURITY ADDITION – A petition was received from Stewart and Wendy Ramsey, Tax Parcel #57-4-8 to add 31 acres to the present Agricultural Security Area. No action was taken on this.

C.C.A.T.O. – Supervisor Fleischmann mentioned that a Resolution was being petitioned that would allow the removal of the township’s auditors and tax collector if the townships used an entity for collection for five years. One person in CCATO would like to revisit this. Supervisor Fleischmann is not in favor of this. Supervisor Rugen stated that he would not be in favor of this either.

STORM DAMAGE – Supervisor Rugen informed the others that power lines were down on Saw Mill Road last Friday and that Muddy Run, Spring Valley and Saw Mill had branches which needed to be cleaned up along with a storm drain on Saw Mill.

ROAD INSPECTION – The Road Master will be instructed to complete a road inspection and report back to the Board of Supervisors which they will then be able to review.

GRIST MILL PIPE – replacement of this pipe was discussed and the HOA's responsibility. A conference call will be scheduled with our Solicitor, Thomas Oeste. Supervisor Rugen will contact the Solicitor.

ADJOURNMENT – There being no further business, motion was made by Scott Rugen, seconded by Howard Reyburn and carried unanimously to adjourn at 8:20 P.M.

Respectfully submitted,

Jane Daggett
Secretary