

**UPPER OXFORD TOWNSHIP
JANUARY 5, 2015**

Upper Oxford Township Board of Supervisors held their organization meeting at the Township Building, 1185 Limestone Road, Russellville, PA on Monday, January 5, 2015 at 7:00 P.M.

PRESENT: Betsy E. Huber
 Scott A. Rugen
 Charles Fleischmann

 Jane Daggett, Secretary
 Frances Reyburn, Historic Commission
 Blair Fleischmann, Historic Commission

OTHERS: Ed Thornton

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

PUBLIC COMMENTS – At this time, public comments were asked for from the audience based on the agenda. There were no comments at this time.

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

Huber – Yea Rugen – Yea Fleischmann - Yea

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

Huber – Yea Rugen – Yea Fleischmann - Yea

ELECTION OF OFFICERS

Motion made by Betsy Huber, seconded by Charles Fleischmann and carried to appoint Scott A. Rugen as Chairman.

Huber – Yea Rugen – Yea Fleischmann - Yea

Motion made by Charles Fleischmann, seconded by Scott Rugen and carried to appoint Betsy E. Huber as Vice-Chairman.

Huber – Yea Rugen – Yea Fleischmann - Yea

Motion made by Scott Rugen, seconded by Betsy Huber and carried to make the following appointments and setting the following wages for 2015.

Secretary-Treasurer	Jane Daggett, with a \$.50/hr. increase, recommending to Auditors that the Treasurer's Bond be set at \$1,00,000.00.
Roadmaster:	Ricky Railing, with a \$.50/hr. increase

Road Crew Member:	James A. Wilson, Jr., with a \$.50/hr. increase
Engineer:	Ragan Engineering Associates, Inc.
Alternate Engineer:	Concord Land Planners
Bank for Official Business:	National Penn Bank with investments being made at National Penn Bank, 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:	Samuel Reyburn for a 5 year term
Vacancy Board Chairman:	Jim Gordon for a 1 year term
Planning Commission Secretary	Jane L. Daggett
Sewage Consultant	Ragan Engineering Associates, Inc.
Zoning Hearing Board Member	David Nibouar for a 3 year term
Historic Commission Member	Frances Reyburn 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, Ed Thornton, Chuck Harris at \$15.00/hr. and non-CDL driver John Bomberger at \$15.00
Solicitor:	Thomas Oeste of Parke, Barnes, Spangler Oeste & Wood
Zoning Hearing Board Solicitor	Winifred Moran Sebastian
Emergency Management Coordinator	Chuck Freese

Huber – Yea

Rugen – Yea

Fleischmann – Yea

Motion made by Charles Fleischmann, seconded by Betsy Huber and carried to approve the following:

Meetings: 2nd Monday each month at 7:00 P.M. and Work Sessions 4th 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 - \$12.00/hr and Laborers - \$12.00/hr.

Working Supervisors: All three Supervisors are affirmed to work on roads if needed; request Auditors’ approval of \$12.00/hr for other road work and \$12.00/hr. for snow equipment operations. Recommend to Auditors that Supervisors be reimbursed \$.575/mile, the current IRS rate per mile to attend Road Inspections and Seminars.

Road Crew Benefits:
7 paid holidays – New Year’s Day, Good Friday, Memorial Day, July 4th, 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.

Huber – Yea Rugen – Yea Fleischmann – Yea

DELEGATE TO STATE CONVENTION – Motion made by Scott Rugen, seconded by Charles Fleischmann and carried designating Betsy Huber as the Township’s Voting Delegate to the State Convention to be held in Hershey, PA., April 19 to April 22, 2015, and authorizing payment of registration fees.

Huber – Yea Rugen – Yea Fleischmann – Yea

Motion made by Scott Rugen, seconded by Betsy Huber and carried designating Charles Fleischmann as alternate voting delegate at the State Convention.

Huber – Yea Rugen – Yea Fleischmann - Yea

RADIO FREQUENCIES – Motion made by Betsy Huber, 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.

Huber – Yea Rugen – Yea Fleischmann – Yea

RESPONSE TERRITORIES – Motion was made by Charles Fleischmann, seconded by Betsy Huber and carried, adopting Resolution No. 2015 – 1, designating emergency response areas in the township.

Huber – Yea Rugen – Yea Fleischmann – Yea

RECESS – At this time, the regular meeting of the Board of Supervisors was recessed.

HEARING

A Hearing was held at 7:25 PM. by the Board of Supervisors of Upper Oxford Township. The purpose of the hearing was to discuss and hear comments regarding the proposed Ordinance allowing for the participation of Upper Oxford Township in PSATS Health Insurance Cooperative Trust and the Unemployment Compensation Group Trust. The hearing was duly advertised in the Chester County Press.

There were no comments from the public or the Board of Supervisors regarding the above. The hearing was closed at 7:30 P.M.

THE REGULAR MEETING WAS RESUMED AT 7:31 P.M.

MINUTES – Motion made by Betsy Huber, seconded by Charles Fleischmann and carried approving the December 8, 2014 Minutes.

ZONING – Scott Rugen read the Zoning Officer’s report for the month.

ROADS –Scott Rugen read the Road Master’s report for the month. Projects for the coming year were discussed; culvert @ Blanks, Widdowson Road maintenance, Willard Lane/Collamer Road culvert. The heater in the shop was broken. To replace the motor is approximately \$477.00. The Supervisors agreed to have this repaired by Alger Oil. Additionally, the propane heater in the garage was broken. The Supervisors agreed to purchase an Infrared Heater for approximately \$800.00. The Supervisors also agreed to have someone come and replace the broken fan in the ladies bathroom. The Township’s Spring Trash Clean up Days will be scheduled for Friday, April 24, 2015 and Saturday, April 25, 2015.

HISTORIC COMMISSION – The Historic Commission members reported that Karen Marshall from the County has the township scheduled for August 15, 2015 for the Town Tour. Blair has contacted Andy Chalfont regarding printing the next newsletter.

PARK – Scott reported that he attended the last Park Committee’s meeting. Seung Ah Byun from the Brandywine Conservancy was present and showed some design layouts. Seung will also contact Ragan Engineering regarding the park development.

EMERGENCY MANAGEMENT – a Code Red Webinar will be held Tuesday, January 6, 2015. The Supervisors plan to participate in the webinar. Discussion was held regarding the answering machine and messages if no one is in the office. The Secretary will check into this matter.

ROUTE 1 CORRIDER PLAN – Charlie reported that the Route 1 Task Force is considering writing a letter to Lower Oxford Township objecting to the Ordinance that they are considering adopting allowing for an electronic billboard.

PLANNING COMMISSION – 2014 REPORT –Presented a year end report which was read by Scott Rugen.

PAYMENT OF BILLS – Motion was made by Scott Rugen, seconded by Betsy Huber and carried to approve the payment of bills in the amount of \$26,458.72 from the General Fund and \$21,782.00 from the Open Space Fund.

Huber – Yea Rugen – Yea Fleischmann – Yea

ORDINANCE #2015 - 1 – Motion was made by Betsy Huber, seconded by Charles Fleischmann and carried, to adopt Ordinance #2015 – 1, authorizing the participation of Upper Oxford Township in the Pennsylvania Townships Health Insurance Cooperative Trust.

Huber – Yea Rugen – Yea Fleischmann – Yea

ORDINANCE #2015 – 2 – Motion was made by Betsy Huber, seconded by Charles Fleischmann and carried, to adopt Ordinance #2015 – 2, authorizing the participation of Upper Oxford Township in the Pennsylvania Township’s Unemployment Compensation Group Trust.

Huber – Yea

Rugen – Yea

Fleischmann – Yea

AGRICULTURAL SECURITY ADDITION – More than 180 days have passed since the Township received a petition from Mary Linda Urbine to add Tax Parcel #57-3-36, consisting of 24 acres to the present Agricultural Security Areas, thereby making this addition automatically approved. Motion was made by Charles Fleischmann, seconded by Betsy Huber and carried to adopt Resolution #2015 – 2, authorizing the Secretary to file a description of the addition with the Recorder of Deeds Office.

Huber – Yea

Rugen – Yea

Fleischmann – Yea

SUSAN AND TIM HANCOCK – The Hancocks own two (2) parcels situated on Limestone Road and would like to erase the lot line between the parcels, making one large parcel. They need to send a letter of support by Upper Oxford Township to Chester County Assessment Office. Motion was made by Betsy Huber, seconded by Charles Fleischmann and carried to send a letter to Chester County Assessment Office on behalf of the Hancocks.

Huber – Yea

Rugen – Yea

Fleischmann – Yea

REPRESENTATIVE JOHN LAWRENCE – would like to schedule a public meeting with the Township to discuss any challenges the township is facing. The meeting will be scheduled for Thursday, January 29, 2015 at 9:00 A.M.

2015 – Charlie brought forth some ideas of discussion for 2015: A. Route 896 Task Force; B. Ordinance to allow for horses as transport; C. MS-4, to continue; D. Act 163, rules and regulations for pipelines. Item B would need to come from the Planning Commission and Item A would need to come from the Task Force. Additionally, revisiting our Ordinances to meet the Regional Comprehensive Plan. Money might be available to do this task.

OPEN SPACE GRANT – Betsy discussed with the others information from PECO regarding grants for Open Space projects. The grant is for \$10,000.00 which the township would need to match. The deadline is March 27, 2015. Scott will follow through with this.

ADJOURNMENT – There being no further business, motion was made by Betsy Huber, seconded by Charles Fleischmann and carried to adjourn at 9:00 P.M.

Respectfully submitted,

Jane Daggett
Secretary

