

**UPPER OXFORD TOWNSHIP
JANUARY 2, 2018**

Upper Oxford Township Board of Supervisors held their organization meeting at the Township Building, 1185 Limestone Road, Russellville, PA on Monday, January 3, 2017 at 7:00 P.M.

PRESENT: Howard S. Reyburn
 Charles Fleischmann (Absent – Scott Rugen)

 Jane Daggett, Secretary

OTHERS: Frances Reyburn Sam Reyburn
 Randy Hoover, Team Ag

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. There were no comments at this time.

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

 Reyburn – 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 Fleischmann - Yea

ELECTION OF OFFICERS

Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried to make the same appointments in 2018 as made in 2017, which is Scott Rugen as Chairman and Howard Reyburn as Vice-Chairman.

 Reyburn – Yea Fleischmann - Yea

Motion made by Howard Reyburn, seconded by Charles Fleischmann and carried to make the following appointments and setting the following wages for 2018.

Secretary-Treasurer	Jane Daggett, with a \$.50/hr. increase, recommending to Auditors that the Treasurer’s Bond be set at \$1,000,000.00.
Road master:	Dominick DiFilippo, 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:	BB&T with investments being made at BB&T, 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:	Karl Herr for a 5 year term
Vacancy Board Chairman:	Christine Niboaur for a 1 year term
Planning Commission Secretary	Jane L. Daggett
Zoning Hearing Board Member	Michael DeGeiso for a 3 year term
Historic Commission Member	Hazel Duncan 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, 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

Reyburn – Yea

Fleischmann – Yea

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

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 \$13.50/hr. for other road work and \$13.50/hr. for snow equipment operations. Recommend to Auditors that

Supervisors be reimbursed \$.53.5/mile, or the current IRS rate per mile, whichever is least, 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.

Reyburn – Yea

Fleischmann – Yea

DELEGATE TO STATE CONVENTION – Motion made by Howard Reyburn, seconded by Charles Fleischmann and carried designating Charles Fleischmann as the Township’s Voting Delegate to the State Convention to be held in Hershey, PA., April 22 to April 25 2018, and authorizing payment of registration fees.

Reyburn – Yea

Fleischmann – Yea

RADIO FREQUENCIES – Motion made by Howard Reyburn, 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

Fleischmann – Yea

RESPONSE TERRITORIES – Motion was made by Howard Reyburn, seconded by Charles Fleischmann and carried, adopting Resolution No. 2018 – 1, designating emergency response areas in the township.

Reyburn – Yea

Fleischmann – Yea

EMC COORDINATOR – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to appoint Chuck Freeese as Emergency Management Coordinator of Upper Oxford Township.

Reyburn – Yea

Fleischmann - Yea

MINUTES – Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried approving the December 11, 2017 Minutes.

Reyburn – Yea

Fleischmann – Yea

JOHN STOLTZFUS – Represented by Randy Hoover of Team Ag was present to request the Board of Supervisors to waive the requirement of John Stoltzfus doing a land development plan. Mr. Stoltzfus owns 12.2 acres at 135 Draper Lane and would like to place a mobile home on the property along with a 50 x 80 ft. horse barn which will also store some equipment. A Storm Water Plan has been done. The Supervisors stated that since they require others to do a land development they will require Mr. Stoltzfus to submit a land development plan also.

ZONING – Howard Reyburn read the Zoning Officer’s report for the month.

ROADS –Howard Reyburn read the Road Master’s report for the month. The Supervisors also agreed to have Ron Ragan do a profile on Old Limestone Road where there are water problems. The Road master will be instructed to contact Ragan Engineering.

HISTORIC COMMISSION – Frances Reyburn informed the Supervisors that news articles are due by March 1, 2018. The Historic Commission have started planning for a farm tour. Farms being considered are Philip Edwards or Gerald Rohrer. Their next planning meeting is scheduled for Wednesday, January 12, 2018. Supervisors are invited to attend.

PAYMENT OF BILLS – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to approve the payment of bills in the amount of \$25,066.71 from the General Fund.

Reyburn – Yea

Fleischmann – Yea

TRASH DAYS – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to schedule the Township’s Spring Trash Clean-up Days for Friday, April 20, 2018 and April 21, 2018 and the Fall Trash Clean-up Days for Friday, October 19, 2018 and Saturday, October 20, 2018.

Reyburn – Yea

Fleischmann – Yea

Charlie mentioned that the Oxford Area Regional Planning has considered having the State Police or DEA bring a contained to collect prescription medications. This is something we can check on having at our clean-up also.

Frances questioned what can be done with shredded paper since the recycling bins do not take shredded paper. Charlie suggested the landfill or fireplace. Frances thought maybe it would be a good idea to have a shredding truck present at our clean-up.

ADJOURNMENT – There being no further business, motion was made by Howard Reyburn, seconded by Charles Fleischmann and carried to adjourn at 7:50 P.M.

Respectfully submitted,

Jane Daggett
Secretary

