

**UPPER OXFORD TOWNSHIP
JANUARY 2, 2024**

Upper Oxford Township Board of Supervisors held their organization meeting at the Township Building, 1185 Limestone Road, Russellville, PA on Tuesday, January 2, 2024 at 7:00 P.M.

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

OTHERS: Anne Rawle, Ellie Rawle and Luke Allen

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

PUBLIC COMMENTS – Ellie Rawle voiced her concerns regarding the trash that is buried at Watermark Bridge due to the construction during the bridge replacement. The bridge is presently opened and the County wants the Rawles to enter into a 17- page agreement. Ellie has concerns that the materials that were buried near Mr. Gilberts property which is in a flood plain will pollute the stream and cause problems in the future. Supervisor Rugen suggested that she have her attorney write a letter to the County and to Penn Dot. Supervisor Reyburn will contact Eric Quinn of Chester County and request a meeting at the bridge site.

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

Reyburn – Yea Rugen – Yea Fleischmann - Yea

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

Reyburn – Yea Rugen – Yea Fleischmann - Yea

ELECTION OF OFFICERS

Motion made by Howard Reyburn, seconded by Charles Fleischmann 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 Charles Fleischmann and carried to make the following appointments and setting the following wages for 2023.

Secretary-Treasurer	Jane Daggett, with a \$.89/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 \$.93/hr. Increase
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Road Crew Member:	Larry Browning with a \$.83/hr. increase
Engineer:	Ragan Engineering Associates, Inc.
Alternate Engineer:	Solanco Engineering Associates, LLC
Sewage Consultant	Ragan Engineering Associates, Inc.
Bank for Official Business:	Truist with investments being made at Truist, Fulton Bank, Wells Fargo, Coatesville Savings, or PLGIT
Zoning Officer:	Solanco Engineering Associates, LLC
Building Inspector:	Commonwealth Code Inspection Service, Inc.
Planning Commission Member:	Lynn Robinson 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	Tim Hancock for a 3-year term
Historic Commission Member	Gerald Rohrer 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:	Non CDL Drivers, Darrell Cook, Ed Thornton, and John Bomberger at \$15.00/hr.
Solicitor:	Thomas Oeste of Buckley Brion McGuire & Morris, LLP
Zoning Hearing Board Solicitor	Winifred Moran Sebastian of Lamb McErlane, PC
Reyburn – Yea	Rugen – Yea
	Fleischmann - Yea

Motion made by Charles Fleischmann seconded by Scott Rugen and carried to approve the following items as mentioned below with the amended motion of adding the Township Website at Legal Notices and changing the amount of Other Road Wages to \$15.00/Hr.

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, Daily Local New or Township Website..

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

Other Road Wages: Part-time Equipment Operators - \$15.00/hr. and Laborers - \$15.00/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 \$.67/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 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 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 14 to April 17, 2024, and authorizing payment of registration fees.

Reyburn – Yea Rugen – Yea Fleischmann - Yea

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 - Yea

RESPONSE TERRITORIES – Motion was made by Scott A. Rugen. seconded by Charles Fleischmann and carried, adopting Resolution No. 2024 – 1 designating emergency response areas in the township.

Reyburn – Yea Rugen – Yea Fleischmann - Yea

MINUTES – Motion made by Howard Reyburn, seconded by Charles Fleischmann and carried approving the December 11, 2023 Minutes.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

DE STORAGE LAND DEVELOPMENT – Motion was made by Charles Fleischmann, seconded by Howard Reyburn to accept and grant an extension for review of the land development plan until April 15, 2024.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

UNION FIRE COMPANY 2024 CONTRACT – Will be discussed at a later time.

COCHRANVILLE FIRE COMPANY 2024 FIRE PROTECTION CONTRACT – Motion was made by Howard Reyburn, seconded by Scott Rugen and carried to sign the 2024 Fire Protection Contract with Cochranville Fire Company in the amount of \$27,486.04/year.

Reyburn – Yea

Rugen – Yea

Fleischmann - Yea

UNION FIRE COMPANY AMBULANCE 2024 CONTRACT – Motion was made by Scott Rugen, seconded by Howard Reyburn and carried to sign the 2024 Contract with Union Fire Co. Ambulance Division in the amount of \$26,116.00.

Reyburn – Yea

Rugen – Yea

Fleischmann - Yea

ZONING – The Supervisors reviewed the zoning report.

ENGINEER – The Supervisors reviewed the engineer’s report for the month and instructed the Secretary to inform the engineer to go forward with replacing the present zoning maps.

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

HISTORIC COMMISSION – a decision needs to be made on adopting the Atlas.

PLANNING COMMISSION REPORT – The Supervisors reviewed the annual Planning Commission report for 2023.

PAYMENT OF BILLS – Motion was made by Charles Fleischmann, seconded by Howard Reyburn to approve the payment of bills in the amount of \$27,269.05 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 3, 2024 and Saturday, May 4, 2024 and the Fall Trash Days on Friday, September 27, 2024 and Saturday, September 28, 2024.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

OLD BUSINESS

ACT 537 – Ron Ragan is working on this..

CABLE TV CONTRACTS – Armstrong, Verizon and Comcast – Tom is working on this

ZONING FEE SCHEDULE – Tiffany will have something to the BOS by March

RETROFIT BASIN – Turners Pond

ORPC – APPLYING FOR GRANTS

SOLAR ARTICLES – work session will be scheduled for 1/22/24

BRANDYWINE SPCA – Scott contracted the dog warden, Maureen Siddons

CORRESPONDENCE – we received the audit report RE: Foreign Fire Allocations

BUTLER – will contact the engineer for updates

AMERICAN RESCUE FUNDS – discuss with Tom Oeste regarding Grist Mill – Scott will contact him regarding this

CONFERENCE CALL - historic ordinance, solar, riparian buffer, open space funds, arboretum

ADJOURNMENT – There being no further business, motion was made by Scott Rugen, seconded by Howard Reyburn to adjourn at 9:22 PM.

Respectfully submitted,

Jane Daggett, Secretary

