

**UPPER OXFORD TOWNSHIP  
JANUARY 7, 2019**

Upper Oxford Township Board of Supervisors held their organization meeting at the Township Building, 1185 Limestone Road, Russellville, PA on Monday, January 7, 2019 at 7:00 P.M.

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

OTHERS:       Denise Rugen                               Susan Hancock  
                  Mike and Judy DeGeiso               Christine Anderson  
                  Harold Bryson

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. Susan Hancock questioned if Penn Dot was informed about the missing “Jake Brake” sign on Route 10. The Secretary told Mrs. Hancock that the Road Master, Andy DiFilippo contacted Penn Dot about the missing sign but was not told when it would be replaced.

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 Scott Rugen, 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 Charles Fleischmann, seconded by Howard Reyburn and carried to make the following appointments and setting the following wages for 2019.

Secretary-Treasurer	Jane Daggett, with a \$.54/hr. increase, recommending to Auditors that the Treasurer’s Bond be set at \$1,000,000.00.
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Road master:	Dominick DiFilippo, with a \$.67/hr. Increase
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Road Crew Member:	James A. Wilson, Jr., with a \$.56/hr. increase
Road Crew Member:	Corey D. Doughten with a \$1.50/hr. increase
Engineer:	Ragan Engineering Associates, Inc.
Alternate Engineer:	Register Associates
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:	Harold Bryson 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	Bill Hovis for a 3 year term
Zoning Hearing Board Alternate	Will be appointed at a later date.
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:	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

Rugen – Yea

Fleischmann - Yea

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

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
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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 \$ .58/mile, which is the current IRS rate per mile, to attend Road Inspection, Conventions and Seminars.

Road Crew Benefits:
7 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 Howard Reyburn, seconded by Scott Rugen 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, 2019, 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 - Abstained

RESPONSE TERRITORIES – Motion was made by Howard Reyburn, seconded by Scott Rugen and carried, adopting Resolution No. 2019 – 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 10, 2018 Minutes.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

STEAM TEAM/A-1 MULCH – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to accept and grant an extension of time to Steam Team/A-1 Mulch Land Development Plan until July 15, 2019.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

SAMUEL STOLTZFUS – Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to grant the following waivers only for the 2-Lot Subdivision for Samuel F and Emma L. Stoltzfus, Project #1842, dated, signed and notarized 1/3/2019 and based on recommendation of the Township Engineer and Upper Oxford Township Planning Commission.

- Section 501.K.1 – Contour lines
- Section 501.K.2 – Soil types and their boundaries
- Section 501.K.4 – Existing Natural watercourses, ponds, swales
- Section 501.K.5 – Slopes in excess of 25%
- Section 501.K.6 – Existing trees with a caliper of 6” or greater
- Section 501.K.7 – Wetlands

Reyburn – Yea                      Rugen – Yea                      Fleischmann – Yea

Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to approve the two lot Subdivision Plan of Samuel F. and Emma L. Stoltzfus, Project #1842 with the approved waivers.

Reyburn – Yea                      Rugen – Yea                      Fleischmann – Yea

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

ENGINEER – Scott Rugen read the Engineer’s report for the month.

ROADS – Scott Rugen read the Road Master’s report for the month.

HISTORIC COMMISSION – Newsletter articles are due March 1<sup>st</sup>.

PLANNING COMMISSION REPORT – The Supervisors reviewed the annual Planning Commission report for 2018.

PAYMENT OF BILLS – Motion was made by Charles Fleischmann, seconded by Howard Reyburn to approve the payment of bills in the amount of \$38,363.40 from the General Fund and the payment of bills in the amount of \$3,714.37 from the Open Space Fund.

TRASH DAYS – Motion was made to schedule the Spring Trash Days on Friday, April 19, 2019 and Saturday, April 20, 2019 and the Fall Trash Days on Friday, October 18, 2019 and Saturday, October 19, 2019.

Reyburn – yea                      Rugen – Yea                      Fleischmann – Yea

COCHRANVILLE AWARDS BANQUET – Will be held Saturday, January 19, 2019 at 5:00 PM.

VERIZON DAMAGES – GRIST MILL DEVELOPMENT – It was decided that this invoice should be turned over to the township’s insurance company.

COMPLAINTS – The Supervisors received a complaint from a resident regarding the work that is being done by homeowner, Patrick Woodward in front of his property on Old Limestone Road. The Road Master will be instructed to follow up on this matter.

SAMPLE RESOLUTIONS – The Union Fire Company and Chester County Emergency Management both sent sample resolutions to be reviewed by the Supervisors. They will be discussed at a later date.

DRIVEWAY REGULATIONS – A draft, driveway regulations form was received from the Road Master and will be reviewed by the Supervisors at the next work session.

ROUTE 1 – Supervisor Fleischmann informed the others that the most recent map published by the County has an anomaly in the map. Brian O’Leary will notified the Steering Committee regarding that and the issue will be taken up at the next Steering Committee meeting. The map is to promote opportunities development sites along the corridor.

COLERAIN TOWNSHIP – Would like to get involved in our riparian buffer discussions. Charlie will invite them to our next work session. We will also call John Theilacker to see if he is available to come to the work session along with the township engineer.

ADJOURNMENT – There being no further business, motion was made by Howard Reyburn, seconded by Charles Fleischmann and carried to adjourn at 8:25 P.M.

Respectfully submitted,

Jane Daggett  
Secretary

