

January 3, 2017
Organization Meeting

The New Oxford Borough Council met at 7 PM on Monday, January 3, 2017, in borough council chambers located at 124 North Peters Street, New Oxford, for their regularly scheduled and advertised Organization Meeting.

The meeting was called to order and pledge of allegiance led by Council President Robinson.

The following were present: John Lansing, Dorothy Robinson, and Patrick Sullivan. Also present were Mayor Portia Bosch, Solicitor Harold Eastman, Engineer Robert Lauriello and Secretary/Treasurer Tania Kepner. Absent were Stanley Wannop and James Zero.

Sullivan made the motion appointing the following positions for year 2017:
Borough Solicitor – Harold Eastman from Puhl, Eastman & Thrasher
Zoning Solicitor – Clayton Wilcox
Borough Engineer – Robert Lauriello from Rettew
Auditors – Smith Elliot Kearns & Company
Secretary/Treasurer – Tania Kepner
Chairman of the Vacancy Board – Julie Stoltzfoos
Code/Zoning/Inspection Enforcement Officer – PA Municipal Code Alliance Inc.
Lansing seconded. Motion carried.

Lansing made the motion to have Dorothy Robinson and Patrick Sullivan remain the Eastern Adams Regional Police Commissioners. Sullivan seconded. Motion carried.

No audience acknowledgment / opportunity for public comment given.

Sullivan made the motion to approve the December 5, 2016 council meeting minutes as presented. Lansing seconded. Motion carried.

Code Enforcement Officer's Report:

1. Council, Code Enforcement Officer Tim Hamm and Solicitor Eastman discussed the 112 Lincoln Way West property. This is the property that burned over a year ago. Waiting for a hearing date to be set.
2. Sullivan made the motion to accept the Code Enforcement Officer's Report and to pay the \$640 invoice. Lansing seconded. Motion carried.

Finance, Budget & Treasurer's Report by Sullivan:

1. Sullivan made the motion to pay the bills as per the Vendor Balance Detail Report. Lansing seconded. Motion carried.
2. Sullivan made the motion to accept the financial reports as presented. Lansing seconded. Motion carried.

Building & Grounds Report:

1. New Hope Ministries, Eric Saunders – lease agreement. Council and Mr. Saunders came to an agreement with regards to the installation of a residential electric meter in the food pantry area. Mr.

Saunders agreed to now sign the lease agreement this week. The borough will read their meter and bill them monthly accordingly. Council also granted permission for the food pantry to polish the tile floors in their area. It was also discussed that the food pantry would help with snow removal of the handicap ramp and to help with providing ice melt for the ramp.

Parks & Recreation Report by Robinson:

1. Council discussed asking the New Oxford Area Chamber of Commerce to make donations to the Borough towards the electric usage on center square for Chamber events during the months of June for the Antique Arts and Craft Show, October for Harvest Day and December for the Christmas lights. Robinson will bring this up at the next Chamber meeting.

Eastern Adams Regional Police Department Commission Report by Robinson:

1. Monday, January 9, 2017 has been designated as Law Enforcement Appreciation Day. There will be a ceremony honoring Law Enforcement Officers at 6:30 PM on New Oxford Borough center square.

Streets & Sidewalks Report:

1. Engineer Lauriello reported that Penn DOT has approved the CSX detour plan with regards to the repairs to the tracks on Lincoln Way West. The Borough still needs to obtain a Highway Occupancy Permit to install the inlets at the same time of the track repairs. The work should start Spring 2017.

Nothing to report for the Community Revitalization Committee (CRC) Report.

Mayor Bosch had nothing to report for Health & Safety.

Mayor Bosch had nothing to report for the Mayor's Report.

Bud Avenue:

1. Per Engineer Lauriello, bids were received for the Bud Avenue project but recommends to table awarding the bid until all the easements are signed. Two of the four easements have been signed. Still waiting for ACNB and Nevin Auckey to sign. Council tabled until the February 6, 2017 council meeting.

Property Maintenance Ordinance:

1. Only one letter of intent was received for the Property Maintenance Code Board. A total of three members and one alternate is needed. Will wait until the February 6, 2017 council meeting to see if any more letters of intent are received before appointing members to the board.
2. Lansing made the motion to adopt Resolution #01-2017 adopting and setting fees for the administration of the property maintenance code. Sullivan seconded. Motion carried.

An estimate of \$6,140 - \$6,835 was received from General Code to update the Code of Ordinance Book. This would be Supplement No. 4 with eight years of legislation added to our books. Council directed Secretary Kepner to move forward with the update.

Sullivan made the motion granting the request from William Myers, 11 South Peters Street, for a new driveway/parking pad at the rear of his property off Lough Street. Lansing seconded. Motion carried.

Sullivan made the motion to approve and advertise meeting dates for 2017. Lansing seconded. Motion carried.

Sullivan made the motion appointing Lansing as the Representative and Sullivan as the Alternate Representative to the York Adams Tax Bureau Board. Lansing seconded. Motion carried.

President's Report by President Robinson:

1. A thank you letter was received from Donna and Gary Gilbert (Mr. & Mrs. Clause) thanking the council for allowing them to use center square to hand out toys to children on December 17, 2016. They had a wonderful turn out.

Lansing made the motion for adjournment at 7:50 PM. Sullivan seconded. Motion carried.

Respectfully submitted by,

Tania K. Kepner
Secretary/Treasurer