

On August 18, 2020 at the Oxford Township Building, 780 Hanover Street, New Oxford, PA 17350, Chairman Iocco called the regular Board of Supervisors meeting to order at 6:30p.m. followed by the Pledge of Allegiance to the American Flag. The quorum consisted of Supervisors Mario Iocco, Harry McKean and M. Frank Sneeringer. Sitting with the Supervisors was Solicitor Shane Rohrbaugh, Engineer Terry Myers, Manager Heather Snyder and Secretary Beverly Shriver.

Meeting Minutes: McKean second by Sneeringer motioned to approve the August 12, 2020 meeting minutes as written. 3 Aye Votes

Chief Staab, EARP Report: Chief Staab gave the July Report.

Criminal Statistics: Issued 21 Supplemental Reports and 4 Misdemeanor Arrests.

Traffic Enforcement: They conducted 48 Car Stops, issued 25 Traffic Citations, 1 Parking Ticket, 18 Written or Verbal Warnings, 4 Accident Reports and 1 Non-Traffic Citation.

Township Crime: There was a car stolen at the VW Dealership; they called the person and the car was returned. There was an assault at a party; the participants were told to leave and they got into a fight.

EARP Commission Report: Nothing to report.

Public Comments Non-Agenda Issues: None

Motion to Release Oxford Glen's 18-Month Maintenance Bond: Terry Myers reported the bond will expire November 21, 2020. Myers asked Jeff Rummel to check the development after a rain if any ponding occurs. Myers drove through the development on his way here; it looked good. Myers will do a walk through with Rummel over the next month. Then they have time to make required corrections if necessary before it expires. McKean second by Sneeringer motioned to table this until they receive Terry Myers's report. 3 Aye Votes

Manager's Report:

Alpha Space Control's scheduling for line painting is two weeks out; stop bars to be painted will be added to that work at \$150; they haven't been done in the last five years.

There are sample shirts here and the logo to check out.

Rolling Meadows Mobile Home Park: A follow up was done with Dan Moul on renewing his permit.

Panorama Mobile Home Park: The boil water advisory that was placed on August 11th has been lifted.

Hanover Street/Red Hill Road Flashing Light: Rummel is tracking the light's performance and contacting PennDOT when it is not flashing. The Township has not received PennDOT's inspection report yet; they are probably still working on it since they were made aware of this issue.

We are working on job descriptions and personnel manual.

Safety Committee Guidelines: Somethings have changed over the years; there is only a 5% discount on worker's compensation insurance. The committee should be working six months prior to submitting an application to the state for review. Training certification, agendas and minutes are required. Sneeringer asked what is 5% ; it might not be worth the time involved in trainings etc...

Eisenhower Drive Project: The Township has not received anything for public display.

Neiderer's Brush Permit: There are a few things to work out yet on this.

York Adams Tax Bureau and Adams County Tax Collection Committee (ACTCC):

YATB: In March the office was closed both offices closed dealing with COVID and went with email and phone correspondence.

On April 6th the Governor extended the filing and payment of 2019 taxes to July 15th.

On the 27th YATB rescheduled a meeting using Virtual Zoom for their meetings. It was reported there was no COVID in either office. Collections were 9% higher from last year. There is going to be a fall distribution of EIT and LST taxes.

YATB hasn't planned any capital projects.

July 27th had another virtual zoom meeting. They made revisions to the By-Law Rules to include virtual meetings and virtual voting; and it passed.

Due to unemployment York and Adams collections are down 15%.

ACTCC:

Jonathan Holmes called a meeting by virtual zoom and will continue that way for the balance of the year. There was no quorum (need thirty members) so no voting was done but there were discussions held.

Solicitor's Report:

Update of Dave Leese Property, 231 Brickyard Road: No report.

Update Batt's Property, 1580 Carlisle Pike: Rohrbaugh asked for current photos to go before the District Justice. The Township wants the property cleaned up.

Create language of the amount of time to transfer a Mobile Home Permit after settlement: Rohrbaugh recommends 30-days; the Board agreed. Catts has a data base of other townships and could write up an ordinance. Rohrbaugh offered his assistance if needed and noted it would be inserted in Section 14-103.

Engineer's Report:

Summerfield has by-weekly street sweeping as a HOA responsibility. There is a number that they have to meet as far as removals of phosphorous, nitrogen and sediment. The cost to have this done is probably around \$20,000 a year. The Township should be asking for a copy of the contract between the street sweeping company and the developer to see if they are going to meet the requirements and records showing that it was done. Myers will check the plan notes if the streets are to be dedicated to

the Township but because it is a Best Management Practice if the street sweeping stops even on a private road; the Township is automatically responsible to do the street sweeping for them.

It is the Board of Supervisors stance they are not taking over any streets that the developer chose street sweeping as their stormwater management requirement. In the future there needs to be language if the developers are choosing street sweeping; even if the HOA's responsibility, the Township doesn't want to take over the streets because the Township doesn't want to police this requirement and is concerned what is happening to the wear and tear of the roads being swept every other week. The Township approved the Preliminary Plan knowing Summerfield had to go back and make adjustments to their NPDES permit to meet the current requirements and to bring their construction specification materials up to the new Township standards. Myers should give RGS Associates/Summerfield notice that even though street sweeping is acceptable to DEP; it's not an acceptable water quality choice for the Township and we are not willing to take dedication of the streets. If they don't want to change their best management requirement, then it becomes a legal issue. Myers is to get this incorporated into our stormwater management ordinance.

Rohrbaugh advised if the developer or the HOA doesn't fulfil their responsibility the Conservation District, DEP, or the Township would be able to enforce that requirement through the courts. The HOA should be charging the homeowners enough to cover the street sweeping cost and the HOA can fine the homeowners that do not moving their vehicles for street sweeping. Rohrbaugh advised if the Township approved the Preliminary Plan but at that time didn't know the developer picked the street sweeping option and have to do it by-weekly that in itself might be enough to say we didn't know all the facts when we gave you preliminary approval. This would have been an outside agency (DEP, NPDES permit). Rohrbaugh was directed to do some research to see how to handle this and what are the options the Township has for accepting or not accepting the dedication of the streets.

Oxford Pointe, Misty Creek, Oxford Glen: Terry Myers will have to check these plans out and report back to the Board. Stormwater management reports are not on C.S. Datum but maybe they could be attached to the plans if they were digital files.

Future Street Sweeping Language in O & M Agreement: This is a standard agreement with general language; it would be good to add a paragraph in there that talks about the inspections done and any and all general filing of records as required with the Township.

Brickyard/Becker Road Water & Sewer Project Planning Schedule: Myers reported they were half way through the work and the money before the project was put on hold. There should be \$10,000-15,000 left to complete. This should be ready for the Township's review by early 2021 and file with DEP March 2021. This is a part of Act 537. The Board of Supervisors approved this timeline.

Checklist for Subdivision & Land Development Plans: The red print additions are Terry Myers suggestions. Iocco has some items to add plus the addition of definitions. This form could be scanned in to C.S. Datum for everyone to have access to it.

Roadmaster's Report:

Three sinkholes opened up on Appler Road.

Jeff Rummel should call PennDOT and remind them about Black Lane Bridge sinkhole.

Rummel is getting quotes to replace for the baseball field fence and work upstairs.

The roadcrew put together all the new chairs in the meeting room.

Code and Zoning Officer: Nothing to report from last week's report.

Secretary's Report:

Consent Agenda: McKean second by Iocco motioned to accept the Consent Agenda as written.
3 Aye Votes

Rec'd YATB Tax Collection Update for the month of July.

Rec'd Visiting Nurse Association of Hanover & Spring Grove thank you letter for the \$1,250 donation.

Rec'd Adams County Conservancy News Autumn 2020 newsletter.

Old/New Business: Nothing to report.

Treasurer's Report:

List of Incomes, Bills and Transfers: McKean second by Sneeringer motioned to approve the List of Incomes, Transfers and Pay Bills. 3 Aye Votes

Board of Supervisors Issues & Executive Session: The Chairman called for an Executive Session for personnel issues at 7:50p.m. and back in session at 8:00p.m. Iocco second by McKean motioned upon the current secretary's retirement, whenever that may be, the Board of Supervisors is creating a part time administration assistant position at 20 hours a week, times and hours to be determined, to be offer first to the current secretary at her current hourly rate. 3 Aye Votes Shriver accepted the position when she goes part-time to the end of the year if possible.

Adjournment: Sneeringer second by Iocco motioned to adjourned the meeting. Meeting adjourned at 8:03p.m. Unanimous Decision.