

On September 15, 2020 at the Oxford Township Building, 780 Hanover Street, New Oxford, PA 17350, Vice-Chairman Frank Sneeringer 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 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 September 9, 2020 meeting minutes as written. 2 Aye Votes

Chief Staab, EARP Report: Chief Staab reported last month's Township crime:
Fiddler Drive-An EARP Officer helped a Probation Officer make an arrest after being bitten.

Red Hill Road-A bull dog was stolen out of a backyard and later returned.

York Road- A retail theft at Rite-Aid.

2990 Carlisle Pike-An employee at The Brethren Home Community had \$100 taken from her wallet.

EARP Commission Report: The Board of Supervisors received their preliminary budget for review. The Board needs to discuss how the \$50,000 in excess will be dispersed; from the 2019 Audit findings.

Public Comments Non-Agenda Issues: None

Motion to Release Oxford Glen's 18-Month Maintenance Bond: Terry Myers did a walk-through last Friday with some Township staff. Myers made a list of deficiencies that were identified during that inspection and will need to be addressed prior to the November 21, 2020 expiration of the bond; the bond is around \$97,000. Jeff Rummel is to meet with them to identify all of the required inlet and concrete repairs. There was discussion if it is a requirement to have grass between curb and sidewalk. McKean second by Sneeringer motioned to table the request to release the Oxford Glen's 18-month maintenance bond to the next meeting. 2 Aye Votes

Motion on The Brethren Home Community's request to release the Cross Keys Bridgewater Phases 4, 5, & 6 Financial Security: The "as built" were received. Myers reported all of the items listed on the Public Improvement Security Estimate are satisfactorily completed and recommends the Board of Supervisors release the remaining \$152,616.20. McKean second by Sneeringer motioned to release the Cross Keys Bridgewater Phases 4, 5, & 6 financial security bond of \$152,616.20. 2 Aye Votes

Motion on Summerfield Final, Phase 1, 90-Day Time Extension Request: The Board of Supervisors received a written request granting them a 90-day time extension not to act on the plan. They are working with NOMA on a different pump design which caused a change to the pump station structure and pump well. The Planning Commission recommends the Board of Supervisors accept the 90-day time extension. McKean second by Sneeringer motioned to accept the Summerfield Final Phase 1 Plan 90-Day Time Extension. 2 Aye Votes

Manager's Report:

Equipment for Sale: Snyder is working with Rummel on taking pictures and writing descriptions on the items for sale.

Furnace: There is an additional quote from Holtzople and a quote from Baird Heating & Cooling for review.

Water Filtration System: Nothing new to report. No quotes.

Fence for Ball Field: Snyder received proposals from A.L. Fence and A+ Fence to review for a top and bottom rail.

Phone System: Nothing new to report.

PERCS: The backplates and brackets have been replaced. PERCS received a call while they were in the area working; which resulted in a loop amp being replaced at Lincoln Street.

Community Aid Box: The Community Aid box was moved behind the salt shed because the box was full and merchandise was left on the ground in the parking lot which had to be discarded due to being wet. Community Aid will not accept anything outside of the box. During COVID people are home cleaning out and Community Aid has less drivers to pick up the merchandise. Community Aid has revamped and are giving options to pick from; the Township can continue to discard anything left outside of the box and Community Aid will pick up what is in the box. Since they are short on drivers; they would like the Township to take the items out of the box and deliver them to Community Aid for \$.02 cents more per lb. The Board is not in favor of the roadcrew touching all the merchandise and delivering it to Community Aid that creates a safety issue for our roadcrew. They are also offering an internal box to be placed in the office; for people to come in and drop off items. The Board is not in favor of that.

Dan Poist, 800 Hanover Street explained when the wind blows anything sitting outside the box blows onto his property and he has to pick it up and bring back over. They pick the stuff up and the next evening there are things sitting outside again. Recently, Poist took stuff to Community Aid and they only took half the stuff. They have too much merchandise now.

Bev Shriver, 745 Lingg Road expressed to stop for now; wintertime is coming. We can't get them to pick up, what's the sense in starting again.

The Board of Supervisors directed Snyder to have Community Aid pick up the box and this issue will be revisited in the spring.

C. S. Datum: The training scheduled will be pushed back a week to September 24th.

Hanover Street/Red Hill Road Flashing Light: PennDOT is continually having problems with the battery.

Solicitor's Report:

Update on what options the Township has with dedication of streets having street sweeping as a stormwater best management requirement: Rohrbaugh advised if the development doesn't have final approval yet; which Summerfield doesn't and has bi-weekly street sweeping; the Board of Supervisors

does not have to approve their plan. If the developer wants to manage their stormwater by sweeping every other week; the Board can tell them you would prefer a different BMP option. If the developer doesn't want to change their type of BMP, then the Board can tell them the plan is not getting approved based on bi-weekly street sweeping. Terry Myers left a message with RGS Associates (Summerfield) about using the street sweeping option and didn't get a reply back as of yet.

Create language for a 30-day time frame from settlement to transfer a Mobile Home Park Permit: Snyder reported this was discussed at a previous meeting but when Catts revisited the ordinance; he is of the opinion the ordinance is enforceable with the language in it. If we really want to pursue the revision to add an amendment for the 30-days, we can do that, but Catts feels he has enough to enforce. McKean said we only have two mobile home parks in the township. Rohrbaugh agreed; if Catts was looking at the penalty section it will handle it; but there is no guidance on a time line. Rohrbaugh drafted some language and sent it to Baranski for review. The Township didn't see the draft. Rohrbaugh added one little section to Section 14-103 adding the 30-day time line for transfer of ownership and also a mobile home park owner shall apply for a renewal permit on an annual-bases. It gives time lines to both requirements. McKean felt rather than go through advertising and everything else; if there is enough to enforce it and only have two mobile home parks lets go along with Catts's advice at this point. Rohrbaugh will email the draft to Snyder to keep if the Board wants to revisit this.

Engineer's Report:

Terry Myers explained street sweeping standards; rate control and volume control. Rate Control you are not allowed to discharge at any greater rate cubic feet per second than what was discharged prior to development. And you have to do that with each of the storms. The smallest storm is less than two inches and it goes up to seven inches basically a two (2) to one-hundred (100)-year storm you have to control. The other thing they now do; is Volume Control, you have to capture two inches and infiltrate one inch. Sometimes that is not possible; especially situations like Summerfield because they are in a sinkhole area and you don't want to force more water back in the ground and aggregate the problem. There is a section in the ordinance 26-133 Volume Controls. Terry Myers read B. Infiltration Alternative.

Water quality BMP's you can take credit for removing so much total suspended solids, total phosphorus and total nitrogen. One of the ways to meet the water quality in lieu of volume under the stormwater management is street sweeping. Myers proposes that under the Infiltration Alternative to add a fourth paragraph (4) Street sweeping as a water quality BMP will not be allowed on any streets that are proposed to be adopted by Oxford Township. So, that will take street sweeping out as one of the alternatives to meet the water quality standards.

Another issue that needs addressed; is inspections. Section 26-182: Landowner Inspection. Myers needs to set up inspection reports to hand out. You need to do the inspections based upon this Section 26-182 and it depends on what it is, within the first five years you do it annually. And once every three years thereafter. Some of the O & M requirements that come with the stormwater management plan have that you have to inspect certain facilities after each rain event over an inch. etc... Those inspection reports are to be done and filed with the Township. Myers recommends under that section to talk about inspections, reports and add another paragraph that they have to fill out the street sweeping report and submit that back to the Township on a semi-annual basis. So, every six months their street sweeping contractor will need to file their report with the Township; if they elect to do that on their private street.

Then the O & M Agreement talks about following the O & M Plan set up and approved with the approval of the Stormwater Management Plan and the Post Construction Stormwater Management Plan. They all have to have O & M Plans now. The only thing that this agreement says is that your required to follow that O & M Plan. And if you don't do it the Township has the right to come in, do it and back charge you etc... Myers proposes that we add a paragraph in here that says; in addition to doing the O & M you have to do the inspections as per Section 26-182 plus file the reports for street sweeping. The plans that don't have final approval; they will need to be contacted and told that the Township has directed Myers not to approve the stormwater management plans that have street sweeping BMP's on public streets; they need to come up with an alternative. This will take modifications to the ordinance; McKean felt it is something we have to do. Myers will make a draft ordinance; send to Shane Rohrbaugh to review and give his comments.

Myers has a list of the approved BMP's for the past seven years. Myers needs to get the inspection reports set up, then send letters out to the people and remind them of their obligations to do that under the stormwater management ordinance. Myers will draft a standard inspection form with a checklist and a space for comments. This can be incorporated into C.S. Datum. An HOA could be given authorization to access C. S. Datum to fill out a report and file.

Roadmaster's Report: Nothing to report.

Code and Zoning Officer:

Catts drafted a zoning ordinance on regulating accessory portable storage containers in the Township. Shane Rohrbaugh will review and bring comments to the October 14th meeting.

Secretary's Report:

Consent Agenda: McKean second by Sneeringer motioned to accept the Consent Agenda as written. 2 Aye Votes

Rec'd Proof of Publication of Legal Notice in the Gettysburg Times for two Zoning Hearings on August 26, 2020.

Rec'd Adams County Conservation District CVSD Multi-Purpose Turf Field in-completeness Letter dated August 21, 2020.

Rec'd United Hook & Ladder reports for August and Adams Regional EMS< Inc July & August Reports.

Rec'd Adams County Bylaws for Act 32 Tax Collection Committee.

Rec'd Notice of Marshal's Sale of Real Property located at 128 Billerbeck Street, New Oxford, PA.

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. 2 Aye Votes

Board of Supervisors Issues & Executive Session:

Neiderer's Sanitation Brush Recycling: Snyder needs to schedule a meeting at the township building with Shannon Jesko and Iocco.

Newspaper Collection: It was mentioned the collection of newspapers should be totally at Neiderer's Sanitation and out of the Township Building. Neiderer's has a nice garage now for newspapers.

Checklist for Subdivision & Land Development Plans: Iocco, Sneeringer and Snyder met to review it and are through it up to the Final Plan section.

Brickyard/Becker Road Water & Sewer (Act 537)- Review Jan. 2021, File March 2021
Terry Myers is moving forward getting pricing to do well testing and received copies of township on-lot septic pumping and inspection reports to review.

Adjournment: McKean second by Sneeringer motioned to adjourn the meeting. Unanimous Decision. Meeting adjourned at 7:30p.m.