

On August 26, 2020 at the Oxford Township Building, 780 Hanover Street, New Oxford, PA 17350, Chairman Mario Iocco called the regular Board of Supervisors meeting to order at 10:00 a.m. followed by the Pledge of Allegiance to the American Flag. The quorum consisted of Supervisors Mario Iocco, Harry McKean and Frank Sneeringer. Sitting with the Supervisors was Township Manager Heather Snyder, Zoning/Code Enforcement Officer Darrin Catts and Secretary Beverly Shriver.

**Meeting Minutes:** Sneeringer second by Iocco motioned to accept the August 18, 2020 meeting minutes as written. 3 Aye Votes

**Public Comments Non-Agenda Issues:** None

**Motion to Adopt Resolution 2020-12 Naming Darrin Catt's Zoning & Code Enforcement Officer and Building Code Official:** McKean second by Sneeringer motioned to adopt resolution 2020-12 naming Darrin Catts as Zoning & Code Enforcement Officer and Building Code Official. 3 Aye Votes

**Manager's Report:**

A L Fence is coming Friday to work up an estimate for the ballfield.

Safety Committee: Snyder reported the 5% savings on our Worker's Compensation Insurance premium would amount to \$420 a year having an active Safety Committee. The Board of Supervisors decided to establish a Safety Committee consisting of Iocco, Snyder and Rummel. The Board of Supervisors do not want to pursue the 5% discount at this time. The meetings will be held quarterly.

Oxford Pointe: C. S. Davidson's inspector, Mike Purnell's inspection reports and pictures will be added to our C. S. Datum regarding Oxford Pointe. Snyder requested training on the C.S. Datum since there are new employees who could use it. Iocco is also interested in training.

Because the sewer and water lines are NOMA's; Snyder should confirm with Bill Hill's office that they were notified when the work is being done that needs inspections.

The Township will check the compaction of the trenching that lies within the roadway since we will be taking over the road.

Panorama Mobile Home Park: The Township received a letter from Smith Sanitation that they filmed the sewer lines in the mobile home park. Smith verified this letter came from their office. Snyder forward the letter to Gil Picarelli's office. Snyder should let Picarelli know the Board of Supervisors don't feel this letter is adequate (gives no information of findings or photo images).

Lincoln Street Accident: In July a tractor trailer hit the light on Lincoln Street and damaged the pedestrian crossing push buttons. The Township received the accident report. Originally, the Township wanted to have the pole and crossing buttons repaired at the same time but it could take up to 6 to 8 weeks to get the pole if it needs replaced. Tyler received some back plates and is going to send some folks down to see the condition of the pole. Snyder will proceed with repairing the push buttons. Snyder will keep the Board of Supervisors abreast of the repair schedule.

Iocco is more interested in having the Cross Keys Intersection work done first.

### **Code and Zoning Officer's Report:**

Zoning: Darrin Catts reported since the last meeting there has been 12 Municipal Permits and 5 Occupancy Certificates issued.

Catts spoke to Jay Rohrbach, Director of Environmental Services at Cross Keys Village; Rohrbach will be coming in the near future for an electronic sign. Catts is waiting for advice from Shane Rohrbaugh or John Baranski; if we have to allow it somewhere in the Township since they are allowed uses. Waiting for reply then referral to Planning Commission. Catts found two electronic billboards along Route 30 in the Township. There are four commercial rotating electronic signs in place right now showing time and temperature and running commercial ads. (ACNB, Car Wash, Toyota, and Nevins Used Car Lot). Catts will keep the Board of Supervisors informed on the Solicitor's decision.

Toyota bought the go cart track and is finishing the clean-up. There are no immediate plans for the track.

Received a grass and weed complaint at the ERY property. Catts spoke with a ERY representative who was very happy to solve the problem. They were given some names of local farmers who could do the mowing. The field is scheduled to be mowed this week.

193 Fish & Game Road was sent a third notice by certified and first-class mail. Catt's did a site inspection on August 25<sup>th</sup> if steps towards resolving these violations aren't taken within 30-days from August 25<sup>th</sup> he will be filing citations.

Catts did a site-visit last week to 1580 Carlisle Pike, Batts property. Catts evaluated the conditions of the parcel and the structure. This building is secured, windows are intact or boarded up and doors are locked or secured. The owner did submit engineered drawings that were accepted by the building code official as a sound building after a fire. Catts talked to Batts that afternoon about having the grass and weeds mowed. Batts said he would mow it that afternoon. Batts mowed the grass but there are some weeds against the curb that need cut. Catts was told to talk to Baranski since he has legal proceedings against Batts.

Birch Lane property received a high grass warning; the property was mowed in three days.

Baranski determined the development rights for the Jeremy & Jayme King Final Subdivision Plan would be to use the whole parcel to include acres in Hamilton Township; which would amount to eight development rights. Hamilton Township did not receive the updated plan removing lot #5; but they are aware of it.

Oxford Pointe: Catts sent an email to Rusty Ryan asking if Oxford Pointe Best Management Practices (BMP) proposal is to do street sweeping. Catts hasn't received Rusty Ryan's response yet. The Board of Supervisors want Baranski to get the language together as quickly as possible; they don't want to wait on this.

Catts got a call from a resident along Irishtown Road; that wants to put a small addition on their home for a one-chair hair salon. This requires a conditional use hearing by the Supervisors. Catts

generated a new Conditional Use Application Form that was picked up Monday. This has to go before the Planning Commission for their recommendation to the Board of Supervisors.

There are two Zoning Hearings being held tonight at 7 p.m.; 198 Onyx Road for in-law quarters and 450 E. Golden Lane to construct an accessory building in the front yard 25-feet from the street right-of-way.

**Roadmaster's Report:**

McKean reported the line painting was done on Friday by Alpha Space Control. They were 10-15% under the square footage amount.

Rummel had Beverly Frey here from Senator Doug Mastriano's office on Monday to update her on the flashing light issue on Hanover Street as well as the settling of the road at Black Lane Bridge.

Oxford Road Bridge resurfacing is scheduled to be done in October.

McKean reported they are coming back about 15'-20' feet pavement notching from the little inlet there at the intersection of Brickyard Road for the repaving of Route 94. That paving should be done in the next month. They are paving from the tracks at the quarry down to Red Hill Road.

McKean and Rummel are getting together next week to discuss equipment inventory. McKean will have something for the next workshop if they want to sale the utility truck with plow (before winter) or switch out.

**Secretary Report:**

Shriver received an estimate from General Code; between \$2,735 and \$3,525 which includes shipping and 17 copies. There is an additional \$40 charge for a CD to put it on our website. This covers Ordinances 2019-119, 120 and 121 and Resolutions 2019-1 to 2019-13 and 2020-1 to 2020-10. McKean second by Sneeringer motioned to proceed with the codification and order a CD. 3 Aye Votes

The Planning Commission is working on recommendations to the Board of Supervisors after reviewing Chapter 22 Subdivision and Land Development Ordinance. It will be a couple months until this is ready to be adopted. The Planning Commission is wondering if the fire protection underground tanks are still necessary because of the new equipment the fire departments have and public water is now going through the Township. And if the Board decides the tanks are no longer required; what is the Board going to do with them. Are we going to turn them over to the property owner; remove them; fill them up; etc...

Catts spoke to Irishtown Fire Company; who is conscious of them; isn't at all opposed to them but rarely uses them. United Hook & Ladder did not respond to Catts three messages. Steve Shrader will have Chief Rabine call Catts.

Another section of the codebook; Catts suggests, the Board of Supervisors review the sign ordinance for changes needed.

**Board of Supervisor's List of Issues:**

Neiderer's Sanitation Recycling Brush Permits- Need to discuss further with Neiderer's.

Safety Committee- At this time a committee was formed for the betterment of the Township only.

Checklist for Subdivision and Land Development- The Board of Supervisors are going to start with a workshop, invite Linda Buffenmyer from the Planning Commission and go over this as a group. Iocco has a lot to add to it in order to have a greater knowledge of it. McKean wants to ask Bob Sharrah his opinion of what townships have the best checklist that we could use as a template.

**Executive Session:** The Chairman called an executive session at 11:13a.m. for a minor legal issue and came back in session at 11:27a.m.

**Adjournment:** McKean second by Sneeringer motioned to adjourn the meeting. 3 Aye Votes Meeting adjourned at 11:28a.m.