

On September 9, 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: McKean second by Sneeringer motioned to accept the August 26, 2020 meeting minutes as written. 3 Aye Votes

Public Comments Non-Agenda Issues: None

Motion to Adopt Resolution 2020-13 Appointing Part-Time Administration Assistant
Position: Iocco second by Sneeringer motioned to adopt resolution 2020-13 appointing Beverly Shriver as part-time Administration Assistant starting October 1, 2020. 3 Aye Votes

Manager's Report:

Furnace: The furnace is about 21 years old. The air was off a couple weeks ago; Rummel got it running again. This has been in the budget.

Burns LLC. proposal is an exact replacement of existing.

Holtzople Heating & Air Conditioning estimate on existing with the possibility of some upgrades that are priced out separately. Their condenser unit is too big to sit in that area of the parking lot. So, the specs from Holtzople is a smaller condenser unit that can still be efficient. Iocco questioned if we wanted to keep the unit where it is or relocate it to the back of the building with the generator.

The upstairs would be a separate unit.

Snyder is to get two more estimates.

Phone: Our phone system was bought in 2008 and is now obsolete. There are only two working phones that you can read the full display ID. WFX Fire, Lock & Security (Law Security) proposal to install a replacement and configured for the current system we have, using our existing wiring network at a cost of \$3,955.63. New phones are already budgeted at \$4,028. Snyder is to find out what the cost is for digital; what is the benefit/capabilities of it and their support.

Water filtration system: There were issues in the last couple weeks; it keeps tripping the pressure switch on the well tank. It's a canister filter that gets clogged and needs changed monthly. Steve Shrader explained years ago when he started the water had a smell to it; that's why no one drinks the water. Shrader took water samples to Harrisburg and they confirmed it is petroleum in our water. The Townships tanks weren't leaking when they were removed. The roadcrew is keeping it running but there is an issue. It is no use filtering a well that we are never going to be able to use. When Burns was here giving an estimate; they took a water sample. We are waiting to hear the results of the sample. Snyder has no pricing at this point.

Snyder set up C. S. Datum training on September 17th for the employees.

Job Descriptions: Still working on these.

PERCS advised they started replacing backplates last week and will be working on them again this week. McKean reported Cross Keys is almost done.

Code and Zoning Officer's Report:

Zoning: Darrin Catts reported since the last meeting there has been 16 Municipal Permits and 3 Use & Occupancy Certificates issued.

Catt's hasn't heard back from Baranski on the necessity for allowing electronic signs.

A resident on Lingg Road submitted a permit application to put two cargo containers in his backyard. There is nothing in our ordinance to deny his application. These containers met our definition of structures and buildings.

There is a sample ordinance from Orange City, Iowa that clearly separates the use of accessory structures. If the Board wants to adopt an ordinance regulating these, here is a sample. This is going to be the start of these being used for accessory buildings. The Board would be ok having them in commercial, industrial and agricultural districts (meets the definition of a farm). Go back to definitions and reference them. Catt's was directed to tweak this ordinance and send to Baranski to review.

Code Enforcement: Catts and Tom Smith checked out the collapsed pipe in South Branch Estates that needs replaced.

Tom Smith figured out how to access the ERY back field to mow; so that will be resolved.

193 Fish & Game Road picked up his third certified notice; the grass and weeds have been cut.

Catts received a concern from a resident on East Locust Lane; their neighbor's sump pump is discharging at the curb and flows down the road in front of this resident's property to the storm drain. This resident thinks this is a health issue. Catt's assured it is not a health hazard and not a violation.

Jeff Rummel and Catts visited the H.A.R.T Center; Rummel was having some issues marking a PA 1 Call. While they were there; the contractor, NOMA and Conewago Contractors were there marking the stake out for the new building. With their assistance everything got resolved.

Catts received a call about work being performed along 700 Road. The gentlemen was doing more than just replacing roof shingles. Rafters have been removed, sections of the roof are laying there unsupported and he has intentions of taking out additional sections of the front section of the roof and laying plywood.

The homeowners came in yesterday; they are having a real challenge understanding what they have done. Catts gave a permit application and instructed them to do a drawing of what their intentions are. Catts asked the gentlemen if he felt the scope of work doesn't surpass his abilities. The gentlemen felt he can accomplish this work, however what he is suggesting is not at all feasible or safe. Catts explained the homeowner has removed all structural integrity of the roof and plans to remove more. Rafters are being supported by a knee wall that is inside the house. None of these are code compliant solutions.

This morning, the homeowner brought in a submission with a small description of work he was trying to accomplish.

This afternoon, Catts and Mike Hartman, Township Inspector for MDIA are going to meet with the homeowner at his property to try to get him to understand that what he is proposing is not structurally compliant. Catts is having a problem trying to get him to understand the scope of what he has done and what the impact is.

If they hired a real contractor and the contractor brought Catts a drawing in tomorrow; Catts would allow them to start as an emergency repair. There is no way Catts can allow the homeowner to start with what he is proposing. The homeowner is trying to remove the peak that is parallel with 700 Road. The homeowner wants to remove half of that peak and tie in the front, cut out half of those rafters along the garage and tie it in to the flat portion of the roof by laying some plywood down. Now, you remove all the structure stability of that portion of the roof.

We are hoping to get the message to him that you really need to hire someone to deal with this.

There is living space under this roof.

The homeowner wanted to put the roof back the way it was. Catts couldn't allow him to do that. He is trying to repair where a leak was by removing the section of the roof that was leaking. He has created a much bigger issue. Last night the homeowner put a tarp over. The homeowner's thought they didn't need a permit. If they would have called the office; they would have been told they needed a permit.

Catts called Neuman who lives at 1502 Irishtown Road who wants to put a small addition on her home for a one-chair hair salon. Catts told Neuman to have the Conditional Use Application returned by last Monday to meet the advertising deadlines and to be acted upon this month. Catts called Neuman again and told her; her application is an incomplete submission and what does she want to do. Catts hasn't heard back from her.

The two Zoning Hearings held August 26th were approved; to have an in-law quarters at 198 Onyx Road and to construct an accessory building in the front yard at 450 E. Golden Lane.

Roadmaster's Report:

McKean reported the roadcrew cleaned and patched the concrete and painted the dug-out. They put fabric and stoned around the roof line to stop mud from being splashed up on the buildings. They are pressure washing the stands and next week they will paint them.

McKean will have fence estimates for the next meeting.

Alpha Space completed the work at Lincoln Street.

The Brethren Home did some grading to handle the additional water coming off Route 94.

McKean asked Rummel to check the equipment inventory. Rummel provided a list of equipment to get rid of and equipment to be replaced.

We talked about the miles on the F-350; probably should look at that to be replaced next year. We are getting prices for the budget and McKean recommends this would be a next year purchase in July or August.

The second backhoe used for loading trucks; should be replaced with a track skid loader. A skid loader would be good for loading salt on the smaller truck. If we get the skid-loader we will need to get a trailer.

Secretary Report:

At tonight's Planning Commission meeting action will have to be taken on Summerfield's 90-day time extension.

Board of Supervisor's List of Issues:

Neiderer's Sanitation Recycling Brush Permits- Want to schedule a meeting with Shannon Jesko.

Checklist for Subdivision and Land Development- Being reviewed

Executive Session: The Chairman called an executive session at 11:15a.m. for personnel and a minor legal issue; back in session at 11:57a.m.

Adjournment: McKean second by Iocco motioned to adjourn the meeting. 3 Aye Votes
Meeting adjourned at 11:58a.m.