

**UPPER OXFORD TOWNSHIP
JANUARY 3, 2017**

Upper Oxford Township Board of Supervisors held their organization meeting at the Township Building, 1185 Limestone Road, Russellville, PA on Monday, January 3, 2017 at 7:00 P.M.

PRESENT: Scott A. Rugen
 Howard S. Reyburn
 Charles Fleischmann

 Jane Daggett, Secretary

OTHERS: Fran Sharon Gary Calibey
 Frances Reyburn Denise Rugen
 Kris Poole Bill Campbell

The meeting was called to order at 7:00 P.M. After the Salute to the Flag, Scott Rugen led in prayer.

PUBLIC COMMENTS – At this time, public comments were asked for from the audience based on the agenda. Frances Reyburn shared her concerns regarding the lids always being blown open on the recycling containers. The Supervisors will check with the Road Master to see if it is possible to change the position of the bins.

TEMPORARY CHAIRMAN – Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried to appoint Scott A. Rugen as Temporary Chairman.

Reyburn – Yea Rugen – Yea Fleischmann - Yea

TEMPORARY SECRETARY – Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried to appoint Jane Daggett as Temporary Secretary.

Reyburn – Yea Rugen – Yea Fleischmann - Yea

ELECTION OF OFFICERS

Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried to appoint Scott A. Rugen as Chairman.

Reyburn – Yea Rugen – Abstained Fleischmann - Yea

Motion made by Charles Fleischmann, seconded by Scott Rugen and carried to appoint Howard Reyburn as Vice-Chairman.

Reyburn – Abstained Rugen – Yea Fleischmann - Yea

Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried to make the following appointments and setting the following wages for 2017.

Secretary-Treasurer	Jane Daggett, with a \$.50/hr. increase, recommending to Auditors that the Treasurer’s Bond be set at \$1,000,000.00.
Road master:	Dominick Filippo, with a \$1.00/hr. increase

Road Crew Member:	James A. Wilson, Jr., with a \$.50/hr. increase
Engineer:	Ragan Engineering Associates, Inc.
Alternate Engineer:	Register Associates, pending their approval
Bank for Official Business:	BB&T with investments being made at BB&T, Fulton Bank, Wells Fargo, Coatesville Savings, or PLGIT
Zoning Officer:	William Beers, d/b/a Earthways
Building Inspector:	Commonwealth Code Inspection Service, Inc.
Agricultural Areas Advisory Committee	Thomas Williams
Planning Commission Member:	Elizabeth Randolph for a 4 year term
Planning Commission Member:	David Underwood for a 5 year term
Vacancy Board Chairman:	Christine Niboaur for a 1 year term
Planning Commission Secretary	Jane L. Daggett
Zoning Hearing Board Member	Christopher Coburn for a 3 year term
Historic Commission Member	Blair Fleischmann for a 5 year term
Right to Know Officer	Scott A. Rugen
Tax Collector	Nadine E. Hook for a 1 year term
Snow Equipment Operators:	CDL Drivers, Darrell Cook, Ed Thornton, David Wadsworth, John Bomberger at \$15.00/hr.
Solicitor:	Thomas Oeste of Parke, Barnes, Spangler Oeste & Wood
Zoning Hearing Board Solicitor	Winifred Moran Sebastian
UCC Appeals Board	Scott Moran for a 5 year term
UCC Appeals Board	Gary Calibey for a 5 year term

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

Motion made by Scott Rugen, seconded by Howard Reyburn and carried to approve the following referenced items:

Meetings: 2nd Monday each month at 7:00 P.M. and Work Sessions 4th Monday at 7:00 P.M. as needed.

Legal Notices may be placed in the Chester County Press or Daily Local News.

Investments – The Chairman and Secretary are authorized to keep idle funds invested.

Other Road Wages: Part-time Equipment Operators - \$12.00/hr and Laborers - \$12.00/hr.

Working Supervisors: All three Supervisors are affirmed to work on roads if needed; request Auditors’ approval of \$13.50/hr. for other road work and \$13.50/hr. for snow equipment operations. Recommend to Auditors that Supervisors be reimbursed \$.53.5/mile, or the current IRS rate per mile to attend Road Inspections and Seminars.

Road Crew Benefits:
7 paid holidays – New Year’s Day, Good Friday, Memorial Day, July 4th, Labor Day, Veterans Day, Thanksgiving and Christmas
6 paid sick days – may be accumulated up to 24 days
3 days for bereavement leave – immediate family and 1 day for near relative
2 personal days per year
Paid Vacation
After 1 year – 5 days and 2-1/2 days per year for each successive year up to 20 days. Only 5 days may be carried forward to the following year and must be used in that year.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

DELEGATE TO STATE CONVENTION – Motion made by Scott Rugen, seconded by Howard Reyburn and carried designating Charles Fleischmann as the Township’s Voting Delegate to the State Convention to be held in Hershey, PA., April 23 to April 26, 2017, and authorizing payment of registration fees.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

RADIO FREQUENCIES – Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried permitting Union Fire Co. #1, Oxford Borough, East Nottingham Township and West Grove Borough to use SWCCT radio frequency (151.0700) for a period of one year.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

RESPONSE TERRITORIES – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried, adopting Resolution No. 2017 – 1, designating emergency response areas in the township.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

MINUTES – Motion made by Charles Fleischmann, seconded by Howard Reyburn and carried approving the December 12, 2016 Minutes as amended:

“Marijuana – This was discussed since **it is legal** for medical purposes in PA.”

Reyburn – Yea Rugen – Yea Fleischmann – Yea

ZONING – Scott Rugen read the Zoning Officer’s report for the month.

ROADS –Scott Rugen read the Road Master’s report for the month.

TRASH DAYS – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to schedule the Township’s Spring Trash Clean up Days for Friday, April 21, 2017 and Saturday, April 22, 2017 and the Fall Trash Clean up Days to be scheduled for Friday, October 20, 2017 and Saturday, October 21, 2017.

Reyburn – Yea Rugen – Yea Fleischmann - Yea

EMERGENCY MANAGEMENT – Charlie reported that the Emergency Management has upgraded some radios and a POD exercise has been scheduled for January 12th at Penns Grove Middle School.

ENGINEER – The Board of Supervisors reviewed the report submitted by the township engineer.

HISTORIC COMMISSION – Frances Reyburn informed the Supervisors that news articles are due by March 1, 2017. Penn State will be contacted for further options in mapping out agricultural historic areas. Vicki Robinson, township resident, will be acknowledged for her volunteer work in the next township newsletter.

PAYMENT OF BILLS – Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to approve the payment of bills in the amount of \$28,623.79 from the General Fund.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

CAMPBELL/POOLE – STORM WATER BEST MANAGEMENT PRACTICES AND CONVEYANCES OPERATION AND MAINTENANCE AGREEMENT – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to accept the Operation and Maintenance Agreement.

Reyburn – Yea Rugen – Yea Fleischmann – Yea

CAMPBELL/POOLE RIDING ARENA – UCC BOARD – A hearing was held December 28, 2016 before the UCC Board regarding the classification of the riding arena on the Campbell/Poole property. The UCC Board rendered that the building was exempt from having a sprinkler system but placed other conditions on the structure. The Supervisors believe the conditions are not legal. The Supervisors will contact their attorney, Thomas Oeste to have this researched further. A conference call will also be placed with Tom Oeste.

CCATO – Volunteer First Responders Liaison Committee – Supervisors Scott Rugen has volunteered to make a presentation to the House Veterans Affairs and Emergency Preparedness Committee in February. We received a letter from Representative John Lawrence on this matter.

UNION FIRE COMPANY AMBULANCE CONTACT – Supervisors Scott Rugen reviewed the changes for the contract with the other supervisors. The Township will send a letter to the ambulance division and request them to make the changes to the contract.

OXFORD BOROUGH – Is planning to pay less than 50% to the Fire Company, ambulance and medic 94.

ADJOURNMENT – There being no further business, motion was made by Charles Fleischmann, seconded by Scott Rugen and carried to adjourn at 8:30 P.M.

Respectfully submitted,

Jane Daggett
Secretary

