

**UPPER OXFORD TOWNSHIP  
JANUARY 7, 2013**

Upper Oxford Township Board of Supervisors held their organization meeting at the Township Building, 1185 Limestone Road, Russellville, PA on Monday, January 7, 2013 at 7:00 P.M.

PRESENT:       Betsy E. Huber  
                  Scott A. Rugen  
                  Charles Fleischmann  
  
                  Jane Daggett, Secretary  
                  Richard A. Railing  
                  Frances Reyburn

OTHERS:       Sam Reyburn                               Harold Bryson  
                  Karl Herr                                 Christine Nibouar  
                  Karen and Bill Hovis

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. There were no comments at this time.

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

Huber – Yea                       Rugen – Yea                       Fleischmann - Yea

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

Huber – Yea                       Rugen – Yea                       Fleischmann - Yea

ELECTION OF OFFICERS

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

Huber – Yea                       Rugen – Yea                       Fleischmann - Yea

Motion made by Charles Fleischmann, seconded by Scott Rugen and carried to appoint Betsy E. Huber as Vice-Chairman.

Huber – Yea                       Rugen – Yea                       Fleischmann - Yea

Motion made by Betsy Huber, seconded by Charles Fleischmann and carried to make the following appointments and setting the following wages for 2013.

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|---------------------|---|
| Secretary-Treasurer | Jane Daggett, with a \$.50/hr. increase, recommending to Auditors that the Treasurer's Bond be set at \$500,000.00. |
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| Roadmaster: | Ricky Railing, with a \$.50/hr. increase |
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|--------------------------------|--|
| Road Crew Member:              | James A. Wilson, Jr., with a \$.50/hr. Increase  |
| Engineer:                      | Ragan Engineering Associates, Inc.   |
| Bank for Official Business:    | National Penn Bank with investments being made at National Penn Bank, Fulton Bank Wachovia, Coatesville Savings or PLGIT |
| Zoning Officer:                | William Beers of Earthways   |
| Building Inspector:            | Commonwealth Code Inspection Service, Inc.   |
| Planning Commission Member:    | Karl Herr for a 5 year term  |
| Vacancy Board Chairman:        | Jim Gordon for a 1 year term   |
| Planning Commission Secretary  | Jane L. Daggett  |
| Sewage Consultant              | Ragan Engineering Associates, Inc.   |
| Zoning Hearing Board Member    | J. Stephen Hill for a 3 year term  |
| Historic Commission Member     | Hazel Duncan 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 and Ed Thornton at \$12.00/hr. and non-CDL driver John Bomberger at \$12.00                    |
| Solicitor:                     | Thomas Oeste of Parke, Barnes, Spangler Oeste & Wood   |
| Zoning Hearing Board Solicitor | Winifred Moran Sebastian   |

Huber – Yea

Rugen – Yea

Fleischmann – Yea

Motion made by Betsy Huber, seconded by Charles Fleischmann and carried to approve the following:

Meetings: 2<sup>nd</sup> Monday each month at 7:00 P.M. and Work Sessions 4<sup>th</sup> 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 \$12.00/hr for other road work and \$12.00/hr. for snow equipment operations. Recommend to Auditors that Supervisors be reimbursed \$ .56.5, 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 4<sup>th</sup>, 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.

Huber – Yea Rugen – Yea Fleischmann – Yea

At this time, Scott Rugen acknowledged Betsy’s leadership, guidance and service as Chairman of the Board of Supervisors and presented her with an engraved gavel from himself and Charlie.

DELEGATE TO STATE CONVENTION – Motion made by Scott Rugen, seconded by Charles Fleischmann and carried designating Betsy Huber as the Township’s Voting Delegate to the State Convention to be held in Hershey, PA., April 21 to April 24, 2013, and authorizing payment of registration fees.

Huber – Yea Rugen – Yea Fleischmann – Yea

RADIO FREQUENCIES – Motion made by Charles Fleischmann, seconded by Betsy Huber 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.

Huber – Yea Rugen – Yea Fleischmann – Yea

RESPONSE TERRITORIES – Motion was made by Charles Fleischmann, seconded by Betsy Huber and carried, adopting Resolution No. 2013 – 1, designating emergency response areas in the township.

Huber – Yea Rugen – Yea Fleischmann – Yea

MINUTES – Motion made by Betsy Huber, seconded by Charles Fleischmann and carried approving the December 10, 2012 Minutes with the following corrections:

Mr. Liu’s name will be corrected in the area listing attendance
Watermark Road Bridge – shall include the cost of \$345,000.00 for re-habilitating the bridge; cost will be \$556,000.00 for replacement of the bridge.

Huber – Yea Rugen – Yea Fleischmann – Yea

ZONING – Scott Rugen read the zoning officer’s report for the month.

ROADS – Ricky Railing read his report for the month.

HISTORIC COMMISSION – Frances Reyburn requested that an article regarding electronics disposals be placed in the next newsletter. France also gave the Supervisors an update regarding the Somerset Cemetery. The sign is not the same sign as Ryan Hook place when he did his Eagle Scout Project. Scott mentioned that tree limbs are encroaching on the neighboring property and that the silver maple tree needs to be removed. Scott also contacted Blair Fleischmann to see if there was an easy or inexpensive way to figure out where the graves are located. Frances would like to have the property lines designated. Frances also reported on the status of getting an historic district.

PAYMENT OF BILLS – Motion was made by Betsy Huber, seconded by Charles Fleischmann and carried to approve the payment of bills in the amount of \$36,278.44 from the General Fund and \$50,004.25 from the Open Space Fund.

Huber – Yea

Rugen – Yea

Fleischmann – Yea

COCHRANVILLE FIRE COMPANY – 2013 FIRE PROTECTION CONTRACT – Motion was made by Betsy Huber, seconded by Charles Fleischmann and carried to accept and sign the Cochranville Fire Company 2013 Fire Protection Contract in the amount of \$16,586.82. *(as in past years, Upper Oxford will pay above what is required which is \$19,500.00)*

REMO TOTO – Motion was made by Betsy Huber, seconded by Charles Fleischmann and carried to approve the Remo Toto Escrow Account Release #6 in the amount of \$13,349.90 based upon recommendation of the township engineer, Ragan Engineering, Inc.

Huber – Yea

Rugen – Yea

Fleischmann – Yea

WINDOWS – Scott reported that the township will be purchasing 7 Pella replacement windows for the township office and bathrooms.

NATURAL GAS VEHICLES – Were discussed. Not feasible yet for dump trucks to push snow.

ROUTE 1 CORRIDOR – No news lately.

OXFORD AREA REGIONAL COMPREHENSIVE PLAN – An Implementation Agreement is being modified by the townships for their solicitor’s review before signing.

MAZEPINK – Stock piling compost on Kimble Road. Most of this operation is in Lower Oxford Township. Mr. Mazepink has been cited by the Conservation District.

ARMSTRONG CABLE – Is offering two new packages to customers.

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

Respectfully submitted,

Jane Daggett  
Secretary