

**UPPER OXFORD TOWNSHIP
APRIL 14, 2025**

The Upper Oxford Board of Supervisors held their regular monthly meeting at the township building, 1185 Limestone Road, Russellville on Monday, April 14, 2025 at 7:00 P.M.

PRESENT: Scott Rugen
 Howard Reyburn
 Charles Fleischmann
 Jane Daggett, Secretary

OTHERS:	Brad Parker	Ken Miller
	Dennis Ritchie	Karen Hovis
	Bill Hovis	Ed Thornton
	Sal DiGiacomo	Giovanna Iacono
	Matt McKeon	Ted Jasinski

HEARING

The hearing was called to order by the Chairman, Scott Rugen who explained to the audience that a hearing would be held before the regular scheduled meeting.

The hearing was held regarding a zoning map change. Public notice regarding the hearing and zoning map change were advertised on March 17, 2025 and March 24, 2025 in the Daily Local News. The zoning map change consisted of changing Tax Parcel #57-8-23.1 from R-2 Low Density Residential to C-2 Special Business District and amending the Upper Oxford Township Zoning Map consistent with the change in the zoning district.

There were no comments from the audience regarding this matter. The hearing concluded at 7:07 PM and the regular scheduled meeting commenced.

REGULAR MEETING

The meeting was called to order by the Chairman, Scott Rugen at 7:08 PM. After the Salute to the Flag, Scott Rugen led in prayer.

PUBLIC COMMENTS – Ed Thornton questioned the Supervisors on a Regional Police Force being proposed by the Borough of Oxford. Upper Oxford Township sent a letter of support for the Borough to apply for a grant in order to do a study. Scott stated that most of the surrounding Townships do not want to subsidize the Borough in this endeavor.

MINUTES – Motion was made by Howard Reyburn, seconded by Scott Rugen and carried to approve the March 10, 2025 Minutes.

Reyburn – Yea

Rugen – Yea

Fleischmann – Abstained

KEN MILLER – questioned the Supervisors on him placing a new 12 x 16’ shed on an existing area that does not have a foundation. He was told by the Zoning Officer that he could not replace the shed with a new shed because it would be non-conforming but he could repair it. The Board of Supervisors will check with the Solicitor regarding this.

THE RIDG, LLC – Lot 7, Dalin Drive. This is a 3.0- acre lot in the Forestville Business Center. The applicant plans on erecting a 5,000 square foot building. The business deals in property management, repairs and equipment. The applicant is seeking three waivers: Motion was made by Scott Rugen, seconded by Howard Reyburn and carried to waive the following:

- Section 410.B.2 – requirement for preliminary to final land development application

- Section 505 – requirements for a traffic impact study, community impact study and steep slope study
- Section 1432.B – partially waive the riparian buffer restoration requirement by permitting a forest canopy tree coverage of 51.9% subject to planting twelve (12) new trees and removing the invasive species within the buffer.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to approve the Preliminary/Final Plan of The Ridg, LLC, contingent upon the applicant satisfying all conditions listed in the April 3, 2025 letter from Gilmore & Associates.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

ZONING ORDINANCE – Motion was made by Howard Reyburn, seconded by Scott Rugen and carried to adopt Ordinance #2025-1 – changing Tax Parcel #57-8-23.1 from R-2 Low Density Residential to C-2 Special Business District and amending the Upper Oxford Township Zoning Map consistent with the change in the zoning district.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

ROAD WORK – Motion was made by Howard Reyburn, seconded by Charles Fleischmann and carried to authorize the Secretary to advertise bids for road work to be done in the township using liquid fuels. Bids to be opened and awarded May 12, 2025.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

RESOLUTION #2025-2 – Scott attended a meeting with Hydra Terra and DEP to discuss applying for a grant thru DCED in the amount of \$22,244.00 from the Commonwealth of PA to update our Act 537 Plan for the purpose of implementing a Sewage Management program. Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to adopt Resolution #2025-2 – to apply for a Grant thru DCED in the amount of \$22,244.00.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

STORM WATER AGREEMENTS

Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to approve the Walter Subers and Ashley Subers Stormwater Best Management Practices and Conveyances Operation and Maintenance Agreement with Upper Oxford Township for 175 Leaman Road and approved by Gilmore & Associates on February 27, 2025.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

SAMUEL F. AND EMMA L. STOLTZFUS – Storm Wager Agreement will be tabled until another time.

WEBSTER LANE – Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to purchase a road sign for Webster Lane.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

SAMUEL FISHER – 1771 Ewing Road – a mailer was presented to the Board to sign stating the Upper Oxford Township requires “on-lot septic systems” and that the present property is served by an on-lot system. This mailer will be sent to DEP for review on whether or not a planning module is required. The Board would like more information before signing the mailer.

ZONING – The zoning report for the month was reviewed.

ROADS – The road master’s report was read by Supervisor Rugen.

ENGINEER – The Board did not have a copy of the engineer’s report for the meeting.

PAYMENT OF BILLS – Motion was made by Howard Reyburn, seconded by Charles Fleischmann to pay the bills. This motion was withdrawn. Motion was made by Charles Fleischmann, seconded by Scott Rugen and carried to approve the payment of bills in the amount of \$88,857.43 from the General Fund.

Reyburn – Abstained

Rugen – Yea

Fleischmann – Yea

LETTER OF RECOMMENDED CHANGES TO RIPARIAN BUFFER ORDINANCE – Received from Elizabeth Randolph – was discussed briefly by the Board.

OLD BUSINESS

De Storage – Financial agreement – Solicitor and engineer are working on this

Old Limestone Road – Scott will request an update from Erin

Historic Ordinance – Solicitor is reviewing

Act 537 – Hydra Terra – will apply for a grant

Armstrong Cable TV – Solicitor is working on this

Comcast Cable TV – Supervisors will review Solicitor’s comments

Zoning Fee Schedule – discuss later

New colored Zoning Map – Engineer will work on this

Butler – email sent to Tom requesting an update

Septic pumping and records – Hydra Terra

Solar renewable energy – draft – discuss at work session

Storm Water and Riparian Buffer – discuss at work session

Signal Service – Scott will contact them.

Grist Mill – Conservation District is looking to treat Storm Water basin as any ag project that would have ACAP funding qualifications

ADJOURNMENT – There being no further business, motion was made by Howard Reyburn, seconded by Charles Fleischmann and carried to adjourn at 9:10 P.M.

Respectfully submitted,

Jane Daggett
Secretary

