

**UPPER OXFORD TOWNSHIP
JULY 14, 2025**

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

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

OTHERS:	Ed Thornton Jim Fritsch Guy Matteo Ted Jasinski	Martha Straus George Palomba Robert Heavlow Ben Stoltzfus
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The meeting was called to order by the Chairman, Scott Rugen at 7:00 P.M. After the Salute to the Flag, Howard Reyburn led in prayer.

PUBLIC COMMENTS – None

MINUTES – Motion was made by Charles Fleischmann, seconded by Howard Reyburn and carried to approve the July 9, 2025 Minutes with the following correction:

In the Gilmore & Associates – change the word “perpendicular” to “parallel” and add in the last sentence “neighboring owners property should not be considered”

Reyburn – Yea	Rugen – Yea	Fleischmann – Yea
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THE RESERVE AT UPPER OXFORD – presented by Jim Fritsch of Regester Associates. Mr. Fritsch along with Martha Straus discussed the necessary of having plantings on the parcel of land which the Mr. Ciarrocchi will be maintaining ownership. The Supervisors informed Mr. Fritsch that a letter from Mr. Ciarrocchi or a conservation plan would be necessary to agree to modifications to not have plantings. The subdivision plans have been revised according to our engineer’s comments. An Easement for Draper Lane has been obtained. The Stormwater management meets CCCD and Township criteria.

VERTICAL BRIDGE – Contract will be discussed at a later date.

BUTLER – Motion was made by Scott Rugen, seconded by Charles Fleischmann to have our engineers, Gilmore & Associates do a review on the “as built” plans for the Butler property located on Homeville Road that the applicant provided thru their attorney.

Reyburn – Yea	Rugen – Yea	Fleischmann – Yea
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ROBERT HEAVLOW – GRIST MILL – Township officials met with Mr. and Mrs. Heavlow and the HOA President, Joe Hackett on July 14, 2025 to inspect the sinkhole. The sinkhole identified by Mr. Heavlow is located in an easement between 4 and 6 Grist Mill Lane that also contains a stormwater pipe and end-wall. Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to approve sending a letter to the HOA with advice on the sinkhole and safety precautions that should be taken to prevent injury. A copy of the letter will be sent electronically to Mr. and Mrs. Heavlow in addition to sending it by US Mail.

Reyburn – Yea	Rugen – Yea	Fleischmann – Yea
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THE RIDG, LLC – Motion was made by Howard Reyburn, seconded by Charles Fleischmann and carried to sign and approve the Stormwater Best Management Practices and Conveyance Operation and Maintenance Agreement between The Ridg, LLC and Upper Oxford Township.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

SAMUEL FISHER – 1771 Ewing Road – Motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to approve the following waivers based upon recommendation of the Planning Commission and the Township Engineer

Section 401.B.2 – Preliminary Plan

Section 505.A – Traffic Study

Section 505.B – Community Impact Study

Section 308.A – Post Development Peak Flow Rate in reference to Gilmore & Associates July 7, 2025 letter

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

Motion was made by Scott Rugen, seconded by Howard Reyburn and carried to accept and grant a 60-day extension for review of the Samuel Fisher Land Development Plan.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

COMCAST CABLE TV CONTRACT – This will be discussed at our next work session in August.

REGIONAL POLICE STUDY – the Township is participating in a Regional Police Study as requested by the Oxford Borough. The kick off campaign was held on June 30th. The townships involved in the study are Londonderry, Penn, Upper Oxford Township, East Nottingham Township and Oxford Borough. Supervisor Rugen informed them that we are not interested in having a regional police force but only want to support their study.

OXFORD FIRE COMPANY – Scott gave an update on their quarterly meetings. The fire company is requesting more money and needs volunteers. The fire company is in the process of doing some building modifications such as sleep area, showers and exercise room. They have recently ordered a tanker for \$1.4 million. Scott will request a more thorough report.

Roads – Supervisor Rugen read the road report. They will instruct Andy to get two quotes for tree removal.

ZONING – Ted presented his report for the month.

ENGINEER – The engineer will draw up a plan for Old Limestone water runoff.

PAYMENT OF BILLS – Motion was made by Scott Rugen, seconded by Howard Reyburn and carried to approve the payment of bills in the amount of \$184,579.85 from the General Fund and the amount of \$76,552.19 from the State Fund.

Reyburn – Yea

Rugen – Yea

Fleischmann – Yea

HOLDING TANK ORDINANCE – Ed Beidman is working with Ben Stoltzfus regarding a holding tank ordinance which is required by the State. We received a sample from Ron Ragan. Will send the sample to the Planning Commission for review and also to our Solicitor.

SOLAR ORDINANCE – the changes are acceptable provided by the Planning Commission. Motion was made by Scott Rugen, seconded by Howard Reyburn to approve sending the amended Solar Ordinance to our Solicitor for review. Supervisor Fleischmann will send a copy to our Solicitor.

OLD BUSINESS

Historic Ordinance – Solicitor

Act 537 – Hydra Terra – in progress

Armstrong Cable TV – Solicitor

Zoning Fees – ZO working on this with Engineer

New colored zoning map – Engineer – Secretary will contact Ron Ragan

Signal Service – Supervisor Rugen left message – not committed. Township would be required to do reflective signs and lighting

Herr's project – discussed again and huge impact it will be on the area

ADJOURNMENT – There being no further business, motion was made by Scott Rugen, seconded by Charles Fleischmann and carried to adjourn at 9:15 P.M.

Respectfully submitted,

Jane Daggett
Secretary