

On June 15, 2021 at the Oxford Township Building, 780 Hanover Street, New Oxford, PA 17350, Vice Chairman Sneeringer called the regular Board of Supervisors Meeting to order at 6:30 p.m. The quorum consisted of Vice Chairman M. Frank Sneeringer and Supervisor Harry McKean. Sitting with the Supervisors was Solicitor John Baranski, Engineers Nate Simpson and Terry Myers, Township Manager and Code and Zoning Officer Darrin Catts and Secretary and Assistant Treasurer Beverly Frey.

Meeting Minutes:

McKean second by Sneeringer motioned to approve the June 9, 2021 meeting minutes as written. 2 Aye Votes

Public Comment Non-Agenda Issues:

Kevin Strawsburg from New Oxford Baseball asked about the possibility of a tournament using the field September 10 through 12, 2021. It is a 6-team tournament with 1 game Friday evening and up to 5 games on Saturday and 5 games on Sunday. He also asked about overflow parking.

McKean and Sneeringer advised they are fine with Strawsburg's request; and asked Strawsburg to make sure everything is cleaned up after the games. McKean advised by September they should be able to use the area beside the Township building for extra parking but to use his judgement when parking on that lot, pending the weather. Catts mentioned they should not park in front of any of the garage doors; Strawsburg will pass the information along to the parents.

Chief Staab, EARP Report: Chief Staab reported in May, EARP wrote 23 Supplemental Reports; 106 Incident Reports; issued 13 Non-traffic Citations; 5 Misdemeanor Arrests, no Felony Arrest. EARP initiated 178 auto stops which included 130 Traffic Citations; 40 Verbal or Written Warnings and 8 Accident Reports. They had four crime incidents; a school incident where a student threatened a teacher and EARP made an arrest. A fraud issue on Green Tree Road where a dress was offered on eBay for \$100 and a check was received for \$1,200; buyer advised they made a mistake on the check and asked to have \$1,100 sent back to them in gift cards. The seller sent gift cards to the buyer and the buyer's check bounced. A resident on Cherry Lane sold a laptop on eBay to a person in Maryland who wanted it sent to Texas. The resident shipped it to Texas before receiving the money and never received payment. EARP had a vehicle vandalized on Trumpeter Way where two individuals spray painted the complete vehicle and flatten all four tires; EARP investigated and made two arrests.

KPI: Planning for Brickyard Road and looking for the Board to take action on the Planning Modular. Engineer Terry Myers advised everything looks okay to him. They use about 200 gallons per day for EDU (Equivalent Dwelling Unit). McKean asked what they predicted; Myers advised 20 EDUs; 4,000 gallons for all 4 lots. Myers advised what KPI is asking the Board to sign would be under Request for Planning Exemption. Myers said KPI did the PNDI and he saw nothing of concern. The letter stating Public Sewage Service Ownership by municipality or authority based upon written documentation, certify that the facilities proposed for use have capacity and that no overload exist or is projected within five years; Myers said it is basically a letter from NOMA stating that and he has no problem having the Board sign the Planning Exemption. Myers felt they should authorize the Vice Chairman to execute the Planning Exemption for Berlin Junction.

McKean second by Sneeringer motioned to approve the Planning Exemption for Berlin Junction. 2 Aye Votes

PLGIT- Pennsylvania Local Government Investment Trust

Matt Conlin with PFM Fund Distributors attended the meeting to introduce PLGIT to the Township. Conlin works for PFM which serves as a PLGIT investment advisor, they do the accounting and marketing for PLGIT. PLGIT is solely comprised of Pennsylvania government entities; currently there are 3,090 entities in Pennsylvania; 908 which are 2nd Class Townships. PLGIT has no employees and the entities that are invested in PLGIT own it. Everything that PLGIT invests in is always under government code. PLGIT Board of Trustees has 11 members and is comprised of government officials and meet quarterly.

PLGIT is not for Profit but a Trust and offers no separate fees on money market accounts, free checking, no reserve or balance requirements, investments permitted by PA Code. The only market is Pennsylvania Local Government and Schools. The same interest rates are available to all investors regardless of entity size, no physical branch and serves all of Pennsylvania.

They offer 5 different programs: PLGIT Class, PLGIT Reserve Class, PLGIT Prime with variable rate options, PLGIT Term and PLGIT CD Purchase Program with fixed rate and fixed maturity options.

Joining PLGIT is simple; it involves passing a Resolution and filling out applications. McKean asked what the next step is if they decide to proceed; Catts advised they would need to pass a Resolution to set up the account with PLGIT and Conlin mentioned they would need a W-9 for the Township, a copy of the most recent Board Minutes showing who would be authorized to sign and the application. Catts will have the Resolution for the Board to review and sign at the next meeting.

Manager's Report:

Catts received an email from RGS in reference to Summerfield dated June 10, 2021; the email clearly states that the issue of street sweeping will become the responsibility of the Township once we are required to be MS4 compliant. This is also confirmed by page 4 of their PCSM submission that states the street sweeping must be done in accordance with DEP BMP manual which requires 26 times a year for MS4 municipalities. The PCSM sheet states the township assumes responsibilities for the BMP if we accept the roads. The NPDES permit needs to be amended to remove this particular BMP to avoid us having to do this in the future.

We provided the 2020 financial report to Adams County National Bank for them to use to complete our credit card application and provided them with the DCED report we are required to file.

Catts received an email from the analyst from DCED that is evaluating our ARP funding application. She pointed out that the account information we provided didn't match their records of our accounts. Catts confirmed that we had opened a new account to receive these funds at the suggestions of PSATS. Catts will keep the Board of Supervisors informed.

Catts provided a letter to American Paving for them to send to the residents that will be affected by our road maintenance projects. Catts received confirmation from American Paving that they plan to start work on June 28, 2021.

Roadmaster Jeff Rummel and roadcrew Terry Hockensmith mowed the property at 165 Red Hill Rd. Catts has had several individuals stop and inquire about the possible purchase of this parcel asking if we knew anything about it. Catts has informed them to do a public search. Catts did check with Adams County to see if the property was in foreclosure, and they have no information about that as of yet.

Catts has a PennDot scoping meeting regarding Misty Creek next Thursday about a possible development. Solicitor Baranski advised he had a call with Misty Creek's attorney and they sent him an amendment to their HOA documents and advised plans to go with it to try an address our issues with Misty Creek. Baranski said it looks like they are trying to get subdivisional approval without going through a subdivision. Baranski and Catts are working with Misty Creek regarding these issues.

Catts reached out to Adam Winters at New Oxford Municipal Authority about force main crossing Rt 94 into Berwick Township. Winters did not notice that boundary crossing and will follow up with W.F. Hill to obtain review from Berwick Township.

Catts spoke with Brett at MJR about the ETA of the Utility body F-350. He states they are having material supply issues and it could still be 2-3 weeks. Catts asked for him to check with the builder and provide an updated and accurate ETA. The chassis arrived there on April 2, 2021 so they have had some time.

The new F-550 will be delivered this week, hopefully tomorrow.

York Adams Tax Bureau and Adams Count Tax Collection Committee Report: No Representative present

Solicitor Report:

Baranski had three CPA firms for the Township to contact that do audits for Municipalities, they are:

RKL- phone number is 717-843-3804

Stambaugh & Ness- phone number 1-800-745-8233

Musselman and Creager- phone number 717-334-9181

McKean asked Catts to get quotes from each one of the firms mentioned for the Supervisors to review.

Baranski advised he is working on filing a lean against 12 Cherry Court for \$1,000. Catts asked if a lean should also be filed against 165 Red Hill Road; Baranski advised yes. Baranski will work on filing both leans.

Baranski asked if he should work on the deed restriction for the park; McKean advised Baranski to prepare it.

Baranski mentioned he received the draft for the Developer's Agreement for Summerfield from Attorney Minnich for review.

Engineer's Report:

Myers gave an update on Summerfield, there are still a few items open.

- Developer's Agreement
- Review by Berwick Township
- Indemnification Agreement
- Rec Fee
- O&M Agreement
- Stormwater Management Plan

Myers advised they are continuing to work on the planning module for Brickyard Road and Becker Road.

Roadmaster's Report: Catts advised there is a tree on Fish and Game Road by the humpback bridge that needs to come down. Roadmaster Rummel does not feel comfortable taking it down. Received a quote from A+ Tree Removal for \$800 to cut down the tree.

Sneeringer second by McKean motioned to accept A+ Tree Removal for removal of the large oak tree at the humpback bridge for \$800. 2 Aye Votes

Code and Zoning Officer:ZONING:

- 2-Municipal Permits
- 2-Occupancy Certificates

CODE ENFORCEMENT:

Catts did a return visit to 12 Cherry Court the lawn was mowed. A dumpster is now in the driveway and it appears they are cleaning up the site and the house. Catts will keep checking on the property periodically.

Catts had a visit from the resident at 4800 York Road, she was inquiring about a sign for her son's new inspection (car) business. Evidently her other son has been running a fabrication shop in their accessory building and the other son has recently become able to perform state safety inspections. He informed her this was a new use and would have to comply with current IBC regulations. There is currently no running water in the accessory building or designated parking, etc. Catts spoke with Ron at MDIA and he concurred that the new use will have to comply with current regulations. Catts will be following up with our commercial inspector to set up a life safety evaluation.

Received a complaint from 314 Lincoln Way East, about conditions present at the neighboring parcel. Evidently there is a great deal of runoff during storms and he believes the ground is contaminated. There is also no running water at this commercial vehicle repair facility. Catts spoke with the parcel owner as well as NOMA. NOMA has been trying for an extended period of time to get the property hooked to their water and sewer system. The owner committed

to me that she will contact NOMA to get the process of hooking up to their system started. Once that is completed, Catts will explore our options for the other complaints.

Catts received an email from NOMA about the status of the U&O for a new residence at 1166 Irishtown Rd. Our records indicate a U&O was never issued. Catts checked with MDIA and the final inspection was never performed. NOMA states that their meter has never been installed. Catts spoke with the property owner and contractor, both of whom have stated they will get these issues rectified. NOMA followed up late yesterday that the property owner has been to their office and is working to resolve the issues.

Catts asked the Supervisors if they had a chance to review the Ordinance amendments. Catts will forward to Solicitor Baranski and Engineers Simpson and Myers for their review.

Secretary's Report:

Frey received a thank you letter from the Adams County SPCA for the donation from the Township.

Frey provided a list of donations that are included in the 2021 budget for the Supervisors review. McKean advised the donations still pending should be paid.

Gettysburg Fire Department will be holding an incident critique meeting on June 23, 2021 at 6:30 pm regarding the CSR fire that occurred on June 7, 2021.

Received a \$47.00 refund check from Selective Insurance Company, due to the changes made on the Commercial Insurance Policy.

Treasurer's Report:

List of Incomes, Bills and Transfers: McKean second by Sneeringer motioned to approve the List of Incomes, Transfers and Pay Bills. 2 Aye Votes

McKean and Sneeringer both advised that they like having the bills attached to the checks for review.

Board of Supervisors Issues:

The Board of Supervisors called for an Executive Session at 8:25 pm to discuss legal matters. The Board of Supervisors adjourned from Executive Session at 8:38 pm.

Adjournment: McKean second by Sneeringer motioned to adjourn the meeting at 8:38 pm. Unanimous Decision. 2 Aye Votes.