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PART 1
ELECTED OFFICIALS

§ 1-101. Compensation of Township Supervisors. [Ord. 45, 1/1/1986]

1. Each Supervisor of Oxford Township elected or appointed to office on or after November 5, 1985, shall receive compensation as a supervisor in the annual amount of \$1,500.
2. Such compensation shall be paid in monthly installments.

PART 2**FIREMEN'S RELIEF ASSOCIATION****§ 1-201. Recognition of Firemen's Relief Association. [Ord. 71, 3/6/1990]**

1. The following associations are hereby recognized as actively engaged in providing fire protection and/or emergency services in the Township:
 - A. United Hook and Ladder Fire Company No. 33.
 - B. Irishtown Firemen's Relief Association.

The above-named associations have been formed for the benefit of their members and their families in case of death, sickness, temporary or permanent disability or accident suffered in the line of duty.

2. The above-named associations of the Township are designated the proper associations to receive such funds as are due and payable to the Township Treasurer by the Treasurer of the State of Pennsylvania from the tax on premiums from foreign fire insurance companies.

§ 1-202. Certification to Auditor General. [Ord. 71, 3/6/1990]

The Board of Supervisors shall annually certify to the Auditor General of the Commonwealth, the name(s) of the active associations and the percentage of service they contribute to the protection of the Township. Such certification shall be on forms prescribed by the Auditor General.

§ 1-203. Annual Appropriation. [Ord. 71, 3/6/1990]

There is annually appropriated from the Township Treasury all such sums of money that may hereafter be paid into the Township Treasury by the Treasurer of the State of Pennsylvania on account of taxes paid on premiums of foreign fire insurance companies in pursuance of 1984 Act of December 18, No. 205, § 701 et seq., as hereafter amended, supplemented, modified or reenacted by the General Assembly of Pennsylvania. Such monies received by the Township Treasurer from the State Treasurer shall be distributed to the duly recognized association(s) within 60 days of receipt. The funds shall be distributed on the basis of the percentage of service established in the certification to the Auditor General and with other provisions of the Act.

PART 3
PENSION PLANS

A. EARP Police Pension Plan.
[Adopted by Ord. 2010-80, 5/3/2010]

§ 1-301. Title.

This Part 3A shall be known as and may be cited as either the “Police Pension Ordinance of the Eastern Adams Regional Police Department” or the “Police Pension Ordinance of the EARP.”

§ 1-302. Definitions.

The following words or phrases, when used in this Part, unless the context indicates otherwise, shall have the following meanings:

ACTUARIAL EQUIVALENCE — Based on the following assumptions with regard to interest and life expectancy:

- A. Interest: 7% per annum compounded annually.
- B. Life expectancy: for males, in accordance with the mortality rates set forth in the 1983 Group Annuity Mortality Table (male rates); for females, in accordance with the mortality rates set forth in the 1983 Group Annuity Mortality Table (female rates).

BOARD — The Police Commission for the EARP, as established and appointed pursuant to the agreement for joint law enforcement services between Oxford Township, Berwick Township and New Oxford Borough, dated December 31, 2001.

DISABILITY — The inability to do any substantial gainful activity by reason of any medical determinable physical or mental impairment which can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12 months.

EARP — The Eastern Adams Regional Police Department.

FULL-TIME POLICE OFFICER — A police officer employed by the EARP, on a regular salary or hourly basis, and employed for 40 hours or more per week and for at least 51 weeks per year or more, subject to such vacation and sick leave as may be established in any written employment policy of the EARP.

PARTICIPANT — A full-time police officer who has met the eligibility requirements herein set forth and is participating in the plan created hereby.

SALARY — All regular periodic compensation plus overtime compensation received by the participant.

TIER I PARTICIPANT — A participant who began employment as a full-time police officer of either Oxford Township or Berwick Township before January 1, 1992, and who is, as of the date of the enactment of this Part, still a full-time police officer as defined above.

TIER II PARTICIPANT — A participant who began employment as a full-time police officer of either Oxford Township, Berwick Township or the EARP on or after January 1, 1992.

§ 1-303. Establishment of Police Pension Fund.

There is hereby established, effective January 1, 1993, and thereafter, as long as this Part shall continue in effect, a Police Pension Plan for the benefit of eligible participant police officers employed by the EARP.

§ 1-304. Trustees.

The Police Pension Plan hereby created shall be administered by the Police Commission, as established by the agreement for joint police services between Oxford Township, Berwick Township and New Oxford Borough, dated December 31, 2001, as trustees. Said trustees shall have the ability to elect or appoint a chief executive officer to act on behalf of the trustees, subject to the approval and review of the actions of the chief executive officer by the trustees. Said chief executive officer may be either a natural person or a corporation. Any chief executive officer elected or appointed by the trustees shall serve for a term of three years. Said chief executive officer shall not be a participant of the Police Pension Plan. Upon the death, resignation or disqualification of the chief executive officer, the trustees shall appoint a successor to fill the unexpired term.

§ 1-305. Duties of Trustees.

The duties of the trustees, or of the chief executive officer, if one is designated by the trustees, shall be as follows:

- A. To receive funds from the treasurers of any Township which may be a participant under the EARP, from any allocations received by the participant Townships from the Commonwealth of Pennsylvania, from participants, from the Townships themselves which may be participants of the EARP and from any other source and to invest and reinvest such sums in such manner and form as may be required to provide the benefits to participants established herein, including but not limited to investments in life and disability annuity contracts or such other appropriate contracts as may be determined by said trustees from time to time to be desirable or necessary to provide benefits established herein or otherwise required by law.
- B. To maintain accurate and appropriate records.

- C. To employ or retain the services of any actuary to conduct and file any actuary study which may be required or advisable pursuant to Act. No. 293 of 1972, or any subsequent or otherwise applicable law.
- D. To hold and be the owners , in their fiduciary capacity, of all contracts entered into pursuant to this Part and Pension Plan, provided that nothing contained herein shall affect, in any way, vested rights of any participant as hereinafter set forth.
- E. To do all other acts necessary or advisable for the implementation and administration of this Part and pension created hereby.

§ 1-306. Police Officers; Eligibility and Benefits.

- 1. Any full-time police officer, as defined above, shall be eligible to participate in the pension plan created hereby.
- 2. A Tier I participant shall be eligible to retire and thereupon to receive retirement benefits under this plan upon his or her having completed 20 years of continuous service as a police officer of the EARP and having reached the age of 55 or older. Credit shall be given to the service requirement herein for prior continuous service as a police officer with either Berwick Township or Oxford Township if service as a police officer thereafter continued uninterrupted as a police officer of the EARP.
- 3. A Tier II participant shall be eligible to retire and thereupon to receive retirement benefits under this plan upon his or her having completed 25 years of continuous service as a police officer of the EARP and having reached the age of 55 or older.
- 4. A Tier I participant's rights in the pension plan herein will vest upon said Tier I participant having completed at least 10 years of continuous service as a police officer for the EARP. Credit shall be given to the service requirements herein for prior continuous service as a police officer with either Berwick Township or Oxford Township if service as a police officer thereafter continued uninterrupted as a police officer of the EARP. A terminated vested participant shall be entitled to a deferred pension commencing at the time he or she would have satisfied the age and service requirements for retirement as set forth in Subsection 2 of this section. The deferred pension shall be determined as a percentage of the participant's average monthly salary for the thirty-six-month period preceding termination of employment where such percentage is equal to the lesser of:
 - A. Two and one-half percent multiplied by each full year of continuous service; or
 - B. Fifty percent.

5. A Tier II participant's rights in the pension plan herein will vest upon said Tier II participant having completed at least 12 years, per Act 600, of continuous service as a police officer for the EARP. A terminated vested participant shall be entitled to a deferred pension commencing at the time he or she would have satisfied the age and service requirements for retirement as set forth in Subsection 3 of this section. The deferred pension shall be determined as a percentage of the participant's average monthly salary for the thirty-six-month period preceding termination of employment where such percentage is equal to the lesser of:¹
6. The monthly retirement benefits to which each eligible participant shall be entitled under this plan shall be an amount equal to 50% of the average monthly salary which he or she shall have earned during the thirty-six-month period last served by the participant immediately prior to retirement.
7. The monthly retirement benefits of which each eligible participant shall be entitled under this plan may be increased above that amount set forth in Subsection 6 of this section if said participant, upon having accrued enough years of full-time service as a police officer for the EARP as required under Subsections 2 and 3 above, continues as a full-time police officer of the EARP beyond 20 years in the case of Tier I participants and 25 years in the case of Tier II participants. The increase in the percentage of the average monthly salary defined benefits shall be equal to 1% per year following 20 years of full-time employment as a police officer for the EARP for Tier I participants and 25 years of full-time employment as a police officer for the EARP for Tier II participants. In no event, however, shall the percentage of the average monthly salary which he or she shall have earned during the thirty-six-month period last served by the participant immediately prior to retirement and upon which benefits are therefore defined exceed 60%, nor shall the maximum increase of Subsection 7 exceed \$500 per month.
8. In the event that a plan participant, while employed as a full-time police officer of the EARP, sustains a service-related disability, then in such event the participant shall be eligible to receive the monthly plan benefits, which shall be defined as an amount equal to 50% of the participant's monthly salary at the time of disablement less 100% of any Social Security benefits received by the participant. The ability of a service-related disabled plan participant herein to begin receiving said monthly benefits shall accrue regardless of whether said participant has met the years of service and age requirements as set forth in Subsections 2 and 3 of this section.
9. In the event of a death of a member who was receiving a pension benefit or who had qualified for a retirement pension benefit but had not yet retired, his or her surviving spouse shall be entitled, during his or her lifetime, to receive a pension equal to 50% of the pension the member was receiving or would have been receiving had he or she been retired at the time of death. If

¹Editor's Note: So in original.

- no surviving spouse survives, or if the surviving spouse subsequently dies, then the child or children under the age of 18 years of the deceased eligible participant shall be entitled to receive a pension calculated at 50% of the pension to which the member was entitled. The pension payable to the child or children of the deceased surviving spouse in this section can continue longer, conditioned upon the child or children attending college, defined as at least seven credit hours per semester, until such child or children reach the age of 23 and continue in that college program.
10. The killed-in-service (KIS) survivor benefit for active full-time officers of the Eastern Adams Regional Police Department shall be provided for by the Commonwealth of Pennsylvania as provided for under Act 51 of 2009.
 11. If, before a participant shall have vested as defined above, the employment of said participant with the EARP shall be terminated, either voluntarily or involuntarily, except by death or disability, he or she shall forfeit all rights in this plan and shall forfeit all rights to receive any benefits provided herein; provided, however, that such participant shall be entitled, notwithstanding said forfeiture, to receive or withdraw the amount of all contributions made to this plan by him or her, together with any interest or earnings attributable to said participant's contributions.
 12. With the consent of the trustees, any participant may defer his or her right to commence receipt of the retirement benefits established herein. Then, upon his or her commencing receipt of said benefits, he or she shall then be entitled to only those benefits which would have otherwise have been payable to said participant had the participant commenced receipt of the benefits at the time the participant would have been eligible to at the earlier date.
 13. Participants of this pension plan shall be entitled to credits for each year of military service, or fraction thereof, not to exceed five years, when he or she was not employed by the Eastern Adams Regional Police prior to such military service. The amount due for the purchase of this credit for military service other than intervening military service shall be computed by applying the average normal cost rate for the Eastern Adams Regional Police Plan as certified by the Public Employee Retirement Commission, as calculated by the Eastern Adams Regional Police actuary, but not to exceed 10%, to the participant's average annual rate of compensation over the first three years of municipal service and multiplying the result by the number of years and fractional part of a year of creditable nonintervening military service being purchased, together with interest at the rate of 4 3/4%, compounded annually from the date of initial entry into the Eastern Adams Regional Police service to the date of payment.

§ 1-307. Funding.

Funding for the plan provisions herein shall be from the following sources in the following order of priority:

- A. State funds and aid: funds from the General Municipal Pension System or any other amount of state aid received by the Borough or Townships.
- B. Participants. Police officers/participants shall contribute into the pension fund a maximum of 5% of their salary. Based on an actuarial study, the governing body may, on an annual basis, reduce or eliminate the participants' contributions. The provisions of this Subsection B shall be construed and enforced in accordance with contract provisions between the Eastern Adams Regional Police Commission and the Eastern Adams Regional Police Association.
- C. Earnings and/or dividends which may be available pursuant to § 1-308, Subsection 2.
- D. After payments and/or receipts of the above funds, each Borough or Township which may be a participant of the EARP shall be required to pay a proportional share for the expenses of funding the pension established hereby, which proportionate share shall be the same share which is paid by the participant Borough or Township as to costs, which is calculated periodically based on the proportionate per capita for the particular Borough or Township participating in the EARP, unless an annual actuarial study determines that such funding shall not be necessary to maintain the ability for the pension fund to pay benefits as established herein.

§ 1-308. Miscellaneous Provisions.

1. The Police Pension Plan hereby established may be discontinued or modified at any time by the trustees. In the event of discontinuance of the plan, the trustees shall, upon the anniversary date of the plan next following such discontinuance, calculate, based on the value of the funds and contracts then held by the trustees, the monthly benefits available for the participants based on their relative years of service and, upon said calculation, shall provide monthly benefits to the participants commencing upon the normal retirement age of the participants in accordance with the schedule and calculation applicable as of the time of the discontinuance of the plan.
2. Any dividends, earnings or other income as a result of the fund or contracts held or owned by the trustees under this plan shall be utilized by the trustees and applied by the trustees to reduce the cost of this plan to the EARP.
3. The establishment of this Police Pension Plan shall not operate to restrict any other benefits which may inure to the benefit of any police officer or officers under applicable laws or regulations now in existence or which may

hereafter be enacted by the Commonwealth of Pennsylvania or by joint ordinance of the Townships or other governmental entities which may now or in the future participate as members of the EARP.

4. The plan herein described and established shall be established and maintained in accordance with whatever laws or regulations may apply to said pension under the laws of the Commonwealth of Pennsylvania and the applicable regulations of the Internal Revenue Service, if applicable.
5. Administrative expenses of the plan, including but not necessarily limited to actuarial, accounting, legal and investment expenses, may be paid from plan assets to the extent permitted by applicable law.
6. The provisions of this Police Pension Plan and Part 3A shall be construed so as to comply with the provisions of the Act of 1955 (P.L. 1804, No. 600) and Act 30 of 2002, and any amendments thereto, notwithstanding anything to the contrary contained herein. Specifically, police officers must contribute into the pension fund a maximum of 5% of their salary. Based on an actuarial study, the governing body may, on an annual basis, reduce or eliminate the participants' contributions. The provisions of this Subsection 6 shall be construed and enforced in accordance with contract provisions between the Eastern Adams Regional Police Commission and the Eastern Adams Regional Police Association.
7. All prior ordinances, resolutions, plan documents and agreements pertaining to the Eastern Adams Regional Police Department Pension Fund are hereby repealed effective the date of this Part 3A, including Section 5(e)(2) of the Municipal Pension Law, Act 600 of 1955, and Section 202(b)(s)(vi) of the Municipal Pension Plan Funding Standard and Recovery Act 205 of 1984.
8. The effective date of this Part 3A shall be May 7, 2010.

B. Nonuniformed Employee Pension Plan.

§ 1-311. Title. [Res. 5-1997, 11/18/1997]

The plan shall be known as the "Oxford Township Retirement Plan."

§ 1-312. Effective Date. [Res. 5-1997, 11/18/1997]

The effective date of the plan, as revised is December 1, 1976.

§ 1-313. Retirement Date. [Res. 5-1997, 11/18/1997]

Normal retirement date shall be 65 years of age.

§ 1-314. Compensation. [Res. 5-1997, 11/18/1997]

Compensation shall include the participant's basic pay.

§ 1-315. Eligibility. [Res. 5-1997, 11/18/1997]

Eligibility applies only to full time nonuniformed employees.

§ 1-316. Entry Date. [Res. 5-1997, 11/18/1997]

The entry date shall be 30 days.

§ 1-317. Employee Contributions. [Res. 5-1997, 11/18/1997]

Each employee shall not be required to contribute to the plan.

§ 1-318. Employer Contributions. [Res. 5-1997, 11/18/1997; as amended by Ord. 2003-31B, 10/21/2003; and by Ord. 2007-65, 11/20/2007]

The employer shall contribute \$2,500 each year for any employee on a full-time basis.

§ 1-319. Payment of Expenses. [Res. 5-1997, 11/18/1997]

The employer shall approve the payment of all expenses incurred in the administration of the plan and be the owner of all policies.

§ 1-320. Death Benefit. [Res. 5-1997, 11/18/1997]

1. The plan shall provide preretirement death benefits to the beneficiary of an employee who is eligible for death benefits as per the cash surrender value of the participating members contract.
2. If any employee, while employed by the employer and covered under this plan, shall die prior to the commencement of any benefit provided, his account shall be fully vested and his beneficiary shall receive a death benefit of the value of the employee's account.

§ 1-321. Termination of Employment. [Res. 5-1997, 11/18/1997]

Upon termination of employment, the portion of the employees account eligible for distribution shall be vested according to 100% of each value. In case of termination of employment due to total or permanent disability the employee shall be fully vested in his account. Any amounts that were not fully vested under this plan shall be used to reduce future contributions.

§ 1-322. Early Retirement. [Res. 5-1997, 11/18/1997]

If an employee elects to retire prior to his normal retirement date, he shall be deemed to have retired early and such employee shall be vested in the value of his account as determined by the vesting schedule.

§ 1-323. Employment After Retirement Age. [Res. 5-1997, 11/18/1997]

If by mutual agreement between the employer and the employee, the employee continues active employment following his normal retirement date he shall continue to participate under the plan.

§ 1-324. Employer Rights. [Res. 5-1997, 11/18/1997]

The employer reserves the right to amend or terminate this plan at any time and to any extent that it may be deemed advisable, without the consent of any participant or any beneficiary, provided however, that no amendment shall deprive any employee of any vested interest.

§ 1-325. Secretary. [Res. 5-1997, 11/18/1997]

The appointed Secretary of the Board of Supervisors of Oxford Township is authorized to execute any and all documents necessary to/for implementation of the herein described plan.

PART 4
APPOINTED OFFICIALS

A. Sewage Inspector.

§ 1-401. Inspector or Inspectors to be Appointed; Duties. [Ord. 16, 12/28/1967; as amended by Ord. 2003-31, 10/21/2003, § 1]

1. The Board of Supervisors of Oxford Township shall, by resolution, appoint one or more persons, firms or partnerships that or which shall be designated as sewage inspector or inspectors. The appointments shall be for such a term as the Board, by resolution, sets.
2. The sewage inspector or inspectors so appointed shall inspect sewage treatment and disposal systems, plants or units within the Township in accordance with applicable state law and regulations of the Commonwealth of Pennsylvania, Department of Environmental Protection, and shall have such other duties as may be prescribed by such law or regulations.

§ 1-402. Fee Set. [Ord. 16, 12/28/1967; as amended by Ord. 2003-31, 10/21/2003, § 1]

A fee in an amount as established from time to time by resolution of the Board of Supervisors is hereby set for inspections of sewage treatment and disposal systems, plants or units, percolation tests and or the processing and issuance of permits with state law and Pennsylvania Environmental Protection Department Regulations.²

B. Township Manager.

§ 1-411. Creation of Office. [Ord. 2011-83, 9/2/2011]

The office of Township Manager is hereby created by Oxford Township.

§ 1-412. Appointment; Removal. [Ord. 2011-83, 9/2/2011]

The Township Manager shall be appointed for a two-year term by a majority of all members of the Board of Supervisors. The Manager shall serve at the pleasure of the Board and be removed with or without cause at any time by a majority vote of all members. At least 30 days before such removal is to become effective, the Board shall furnish the Manager with a written statement stating its intention to remove him or her.

²Editor's Note: See the Fee Schedule at the beginning of this volume.

§ 1-413. Qualifications; Residency Requirements. [Ord. 2011-83, 9/2/2011]

1. The Township Manager shall be chosen solely on the basis of executive and administrative abilities, with special reference to training and experience in municipal management. During his or her tenure, the Township Manager shall not hold any elective office in the Township.
2. The Manager need not be resident of the Township at the time of his or her appointment. However, within six months of his or her appointment, the Manager shall live within a twenty-five-mile radius of Oxford Township.

§ 1-414. Bond. [Ord. 2011-83, 9/2/2011]

Before entering upon his duties, the Manager shall give a bond, in the sum established annually by resolution of the Board of Supervisors, with a bonding company as surety to be approved by the Board of Supervisors, conditioned upon the faithful performance of his or her duties, the premium of said bond to be paid by Oxford Township.

§ 1-415. Compensation; Conditions of Employment. [Ord. 2011-83, 9/2/2011]

The Board of Supervisors may enter into an employment agreement with the Township Manager setting forth the terms and conditions of the Township Manager's employment. The Manager's salary shall be established by resolution of the Board of Supervisors at the yearly reorganizational meeting of the Board; if such Manager shall be appointed after the reorganizational meeting of the calendar year of initial appointment, at any public meeting of the Board of Supervisors.

§ 1-416. Powers and Duties. [Ord. 2011-83, 9/2/2011]

The Manager shall be the chief administrative officer of Oxford Township and shall be responsible to the Board of Supervisors as a whole for the proper and efficient administration of the affairs of Oxford Township placed in his/her charge. The powers and duties for administration of all Township business shall be vested in the Manager, unless expressly imposed or conferred by statute or ordinance upon other Township officers. The specific duties and powers of the Township Manager shall be determined by separate resolution adopted by the Board of Supervisors.

§ 1-417. Board of Supervisors' Procedures. [Ord. 2011-83, 9/2/2011]

1. In the relationship between the Board of Supervisors and the Township Manager, The Board of Supervisors shall act as a body in all dealings with the Manager. Individual members of the Board of Supervisors shall refrain from interfering with the Manager or employees of the Township in the performance of their duties, except for the purposes of inquiry. Administrative matters shall be dealt with solely through the Township Manager.
2. Nothing herein shall prevent the Board of Supervisors from establishing a committee of its own to review the operations and legislative needs of the

Township departments or from assigning its members to liaison relationships with boards, commissions and authorities.

§ 1-418. Disability or Absence of Manager. [Ord. 2011-83, 9/2/2011]

If the Township Manager becomes ill or disabled or is absent from the Township for any reason, a qualified person designated by the Board of Supervisors shall perform the duties of the Manager during the absence.

PART 5**EASTERN ADAMS REGIONAL POLICE DEPARTMENT****§ 1-501. Regional Police Department Established.**

The Township of Oxford hereby abolishes the Oxford Township Police Department and confers all jurisdiction and authority of said department unto the Eastern Adams Regional Police Department as of midnight December 31, 1991, to January 1, 1992.

§ 1-502. Authority.

The Eastern Adams Regional Police Department is hereby given all jurisdiction and authority for police activities in Oxford Township effective as set forth above.

§ 1-503. Special Officers.

Nothing herein shall prohibit Oxford Township from appointing special police officers during emergencies.

§ 1-504. Officers.

All persons currently employed as police officers by the Oxford Township Police Department shall become members of the Eastern Adams Regional Police Department.

§ 1-505. Personal Property.

All personal property of the Oxford Township Police Department shall become property of the Eastern Adams County Regional Police Department as set forth in the Agreement for Joint Police Services.

§ 1-506. Police Pensions.

The Police Pension Ordinance of Oxford Township shall remain in full force and effect for any and all officers currently employed by the Oxford Township Police Department who elect to remain members of said pension program.

PART 6

AGREEMENT FOR JOINT POLICE SERVICES**§ 1-601. Authorization to Enter Agreement; Effective Date; Termination. [Ord. 2012-91, 12/3/2012, § 1; as amended by Ord. 2013-96, 12/30/2013; and by Ord. 2017-114, 10/11/2017]**

Oxford Township is hereby authorized to enter into an agreement for joint police services with New Oxford Borough (hereinafter the "agreement") pursuant to which Oxford Township and New Oxford Borough will jointly perform police protection and law enforcement functions and services in two adjoining municipalities by the creation of a Joint Police Commission (hereinafter "the Commission") to provide for, staff and equip, administer and direct such police protection and law enforcement functions and services. The agreement shall be effective January 1, 2018, and shall continue indefinitely unless terminated by six months' prior written notice given by one party to the other party or by the written mutual consent of both parties.

§ 1-602. Contents of Agreement. [Ord. 2012-91, 12/3/2012, § 2; as amended by Ord. 2013-96, 12/30/2013; and by Ord. 2017-114, 10/11/2017]

The conditions of the agreement, the purpose and objectives of the agreement, the manner and extent of financing the agreement, the organizational structure necessary to implement the agreement, the manner in which real or property or personal property shall be acquired, managed, licensed or disposed of and the Commission's authority to enter into contracts for employment benefits are all set forth at length in the agreement, a copy of which is attached hereto as Exhibit A and is incorporated herein by reference.³

§ 1-603. Agreement on File; Authority to Execute and Deliver Agreement. [Ord. 2012-91, 12/3/2012, § 3; as amended by Ord. 2013-96, 12/30/2013]

A copy of the agreement shall be filed with the minutes of the meeting at which this Part was enacted, and the Chairman of the Board of Supervisors and the Township Secretary are hereby authorized and directed to execute and deliver the agreement on behalf of the Township of Oxford with the intent and the effect that the Township of Oxford will be bound by the agreement.

§ 1-604. Statutory Authority. [Ord. 2012-91, 12/3/2012, § 5; as amended by Ord. 2013-96, 12/30/2013]

This Part 6 was entered into under the authority of the Intergovernmental Cooperation Act, 53 Pa.C.S.A. § 2301, et seq.

³Editor's Note: The agreement is on file in the Township offices.

PART 7
PLANNING COMMISSION

§ 1-701. Creation of Commission. [Ord. 2003-31, 10/21/2003, § 1]

A Township Planning Commission, to be composed of seven members, appointed as provided by law (53 P.S. § 10202), is hereby created in and for the Township of Oxford. The Planning Commission shall perform all duties and may exercise all powers conferred by law upon Township planning agencies; provided, the Planning Commission previously created in and for the said Township shall constitute the tenure of any of the members thereof, but any and all vacancies in the said Commission, hereafter occurring, shall be filled in the manner and for the term provided in the law governing Township Planning Commissions in effect at the time of the happening of the said vacancy.

PART 8
(RESERVED)⁴

⁴Editor's Note: Former Part 8, Recreation Board, adopted by Ord. 2004-37, 7/20/2004, was repealed by Res. 2014-13, 8/13/2014, which dissolved the Township Recreation Board.

PART 9**ADAMS COUNTY COUNCIL OF GOVERNMENTS****[Adopted by Ord. 2009-74, 7/21/2009]****§ 1-901. Incorporation of Recitals.**

The recitals stated above are incorporated into this Part 9 as if fully repeated herein.⁵

§ 1-902. Membership in Council of Governments Authorized.

The Township is hereby authorized and directed, through its appropriate officers, to cause the Township to become a member of the Adams County Council of Governments.

§ 1-903. Agreement; Authorization to Ratify Bylaws.

The Adams County Council of Governments Proposed Bylaws and Agreement are hereby approved as the agreement for the Adams County Council of Governments, and the delegate from this Township is hereby authorized to ratify and confirm the said proposed bylaws and agreement as and for the operating instrument for the Council of Governments.⁶

§ 1-904. Delegates to Council of Governments.

The Township shall appoint, by resolution, from time to time, a delegate to the Council of Governments and up to two alternate delegates.

⁵Editor's Note: The recitals provided as follows:

“WHEREAS, various local governments (county, township, borough, and school district) of the County of Adams, Pennsylvania, wish to establish the Adams County Council of Governments; and

“WHEREAS, cooperation among the said local governments in the performance of their governmental powers, duties, and functions is authorized by the Pennsylvania Constitution (Article IX, Section 5) and by the Intergovernmental Cooperation Act (Act of December 19, 1996, P.L. 1158, No. 177; 53 Pa.C.S.A. § 2301 et seq., as amended); and

“WHEREAS, the undersigned believe it is in the interest of this Township to become a member of the Adams County Council of Governments in accord with the terms, conditions, benefits and obligations expressed in the Adams County Council of Governments Proposed Bylaws and Agreement (a copy of which is attached to the original of this ordinance);

“NOW THEREFORE, the Board of Supervisors hereby ordains as follows:”

⁶Editor's Note: The Bylaws and Agreement are on file in the Township offices. The Bylaws were attached to this ordinance, and the Articles of Agreement were adopted by Ord. 2009-75, 7/21/2009.

PART 10
TELEPHONIC ATTENDANCE AND VOTING

[Adopted by Res. 2014-6, 4/23/2014]

§ 1-1001. Procedure.

A member of the Planning Commission, Recreation Board and other similarly appointed boards or commission of the Township may vote on an item presented to the Board or Commission when all of the following occurs:

- A. The Chairman or highest-ranking member physically present in the meeting room shall place an outgoing call to the absent member in order to initiate the call and the absent member shall identify himself or herself to the satisfaction of all members physically present in the meeting room.
- B. The absent member listens to, acknowledges hearing and takes part in the debate on the question by means of a conference-call-type telephone hookup; and
- C. The absent member votes on the issue simultaneously with the vote of the other members physically present in the meeting room.

§ 1-1002. Time and Location.

The use of a conference call attendance and voting shall only take place at a duly assembled meeting following due public notice at a regular or special meeting held at an appropriate public place in the Township where a quorum is present in the meeting room.

§ 1-1003. Use Limited to Certain Extenuating Circumstances.

Use of telephonic attendance and voting shall be limited to occasions where a member cannot be physically present in the meeting room as a result of extenuating circumstances. Extenuating circumstances shall be limited to the following:

- A. A member's illness prevents him or her from traveling to the meeting location.
- B. A member is physically outside of the county in which the meeting is to be held at the time the meeting is called to order.
- C. A member's immediate family member has an illness that requires the member's attention thereby preventing the member from traveling to the meeting location.
- D. Other circumstances that the Chairman or highest ranking member physically present in the meeting room considers to be extenuating such that the use of telephonic attendance and voting is necessary in order to serve the

best interest of the citizens of the municipality by answering the question at issue.

§ 1-1004. Compensation.

Absent members who attend telephonically shall not be paid for their attendance.