

December 5, 2016

The New Oxford Borough Council met at 7 PM on Monday, December 5, 2016, in borough council chambers located at 124 North Peters Street, New Oxford, for their regularly scheduled and advertised council meeting.

The meeting was called to order and pledge of allegiance led by Council President Robinson.

The following were present: John Lansing, Dorothy Robinson, Patrick Sullivan and James Zero. Also present were Mayor Portia Bosch, Solicitor Harold Eastman, Engineer Robert Lauriello and Secretary/Treasurer Tania Kepner. Absent was Stanley Wannop.

Audience acknowledgment / opportunity for public comment:

1. Dustin Poist, United Hook & Ladder. The fire company held their annual meeting last week. The department has been steady with calls.
2. Chief Staab, Eastern Adams Regional Police Department. Chief report that there were two burglaries last month in the borough.

Zero made the motion to approve the November 7, 2016 council meeting minutes as presented. Sullivan seconded. Motion carried.

Code Enforcement Officer's Report:

1. Sullivan made the motion to hold payment on the invoice received from PA Municipal Code Alliance in the amount of \$640 with regards to 31 Center Square. Lansing seconded. Motion carried.
2. Zero made the motion to accept the Code Enforcement Officer's Report as presented. Lansing seconded. Motion carried.

Finance, Budget & Treasurer's Report by Sullivan:

1. Sullivan made the motion to pay the bills as per the Vendor Balance Detail Report. Lansing seconded. Motion carried.
2. Sullivan made the motion to accept the financial reports as presented. Lansing seconded. Motion carried.
3. Sullivan made the motion to pay the bills through December 31, 2016. Zero seconded. Motion carried.

Zero had nothing to report for Building & Grounds.

Parks & Recreation Report by Robinson:

1. Zero made the motion granting permission to Donna and Gary Gilbert (Mr. & Mrs. Clause) to use center square on Saturday, December 17, 2016 from 9 AM until 12 noon, to give out toys to children. Lansing seconded. Motion carried. Robinson stated that the lighted decoration boxes that are in the sleigh need to be moved and not sat on.

Eastern Adams Regional Police Department Commission Report by Robinson:

1. There will be another meeting before the end of the year with the union regarding the contract.

Streets & Sidewalks Report:

1. Engineer Lauriello reported that the MS4 waiver has been submitted.
2. Zero made the motion approving the 2015 Drainage Replacement Project, Contract No. 2, application for payment No. 3 @\$12,414.10 to C. E. Williams Sons Inc. for final payment for the work on Eagle

Street/East Golden Lane and Kohler Mill Road, contingent on final review and approval by Rettew. Sullivan seconded. Motion carried.

3. Per Engineer Lauriello there will be a bid opening on December 19, 2016 for Phase I, Storm Water Management Improvement, for the Bud Avenue project.

4. Engineer Lauriello stated that the application to Penn DOT for the road closure permit to repair the railroad crossing on Lincoln Way West will be submitted next week.

Community Revitalization Committee Report (CRC):

1. Solicitor Eastman reported that we continue to wait to hear back from CSX with regards to the Purchase Agreement for the Lincoln Way West Train Station Property.

Mayor Bosch had nothing to report for Health & Safety.

Mayor Bosch had nothing to report for the Mayor's Report.

Bud Avenue. The easement agreement between the borough and Nevin Auchey has been revised. Engineer Lauriello will review the revised agreement with Mr. Auchey. The bid opening for Phase I, Storm Water Management Improvements will be December 19, 2016. The borough has 60 days to respond to the bid proposals.

Zero made the motion to adopt Ordinance #459 a property maintenance code ordinance by incorporating the 2015 edition of the International Property Maintenance Code and by setting forth herein any additions, variations or changes to the provisions of the International Property Maintenance Code. Lansing seconded. Motion carried.

Zero made the motion to adopt Resolution #05-2016 adopting, updating and setting fees for the administrations of the Uniform Construction Code and confirming and continuing the appointments of Building Code Officials and a Code Administrator, PA Municipal Code Alliance, for the Borough of New Oxford effective January 2017. Lansing seconded. Motion carried.

Zero made the motion to adopt the 2017 budget. Sullivan seconded. Motion carried.

Zero made the motion to adopt the 2017 Tax Ordinance #458 with a rate of 2.35 mills. Lansing seconded. Motion carried.

Lansing made the motion to adopt Resolution #06-2016 appointing Smith Elliott Kearns & Company as the independent auditor of the Borough of New Oxford for the fiscal year 2017. Zero seconded. Motion carried.

Zero made the motion authorizing Dorothy Robinson, Council President, to execute the agreement with Smith Elliott Kearns & Company to prepare the 2016 audit. Lansing seconded. Motion carried.

Zero made the motion authorizing Dorothy Robinson, Council President and Tania Kepner, Secretary/Treasurer, to execute an agreement with J. P. Harris Associates, LLC., to collect delinquent 2016, 2017 and 2018 Per Capita Taxes. Lansing seconded. Motion carried.

Zero made the motion to adopt Resolution #07-2016 appointing John Griffie Jr. as a member to the Zoning Hearing Board. Lansing seconded. Motion carried.

Zero made the motion to re-appoint Guillermo L. Bosch to serve an additional 5 year term of office on the New Oxford Municipal Authority Board. Lansing seconded. Motion carried.

The following quotes were received for a three new phone system for the borough office:

1. PA Telephone Products @\$1,730.
2. Purdy Communications @\$1,900.
3. Morefield Communications @\$4,300.

Zero made the motion to purchase the new three phone system for the borough office from PA Telephone Products @\$1,730.00. Lansing seconded. Motion carried.

Update Code of Ordinance Books. Zero made the motion authorizing Secretary Kepner to send all Ordinances and Resolutions that need to be added to the Code of Ordinance Book to General Code for a price quote. Lansing seconded. Motion carried.

Zero made the motion to approve and advertise the Tuesday, January 3, 2017 council meeting. Lansing seconded. Motion carried.

Robinson had nothing to report for the President's Report.

Lansing made the motion for adjournment at 7:55 PM. Sullivan seconded. Motion carried.

Respectfully submitted by,

Tania K. Kepner
Secretary/Treasurer