

March 7, 2022

The New Oxford Borough Council met at 7 PM on Monday, March 7, 2022, in borough council chambers located at 124 North Peters Street, New Oxford, for their scheduled and advertised monthly general business meeting.

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

Roll call of Council Members present: John Griffie, Matthew Johnston, Linda Kane, Dorothy Robinson and Amanda Sipe. Also present were Solicitor Harold Eastman, Engineer Jeremy Smith and Secretary/Treasurer Tania Kepner. Absent was Mayor James Eisenhart.

Solicitor Eastman stated an executive session of the New Oxford Borough Council was conducted immediately prior to the commencement of this evening's monthly general business meeting of the Borough Council, beginning at 6 PM, consistent with section 708(a)(1), section 708(a)(3), section 708(a)(4) and Section 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the appointment or termination, the terms and conditions of appointment or termination, and the evaluation of performance of current Borough appointees; (2) to consider the lease of real property; (3) to receive and consider information in connection with issues on which identifiable claims and complaints have been made or are expected to be made or filed; and (4) to review and discuss matters of Borough business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or matters of confidentiality protected by law.

Audience acknowledgement / opportunity for public comment. There were none.

Johnston made the motion to approve and accept the minutes from the January 3, 2022 council meeting as presented. Griffie seconded. Motion carried.

Code Enforcement Officer's Report. There was no report.

Finance, Budget & Treasurer's Report by Johnston & Sipe:

1. Johnston made the motion to pay the bills as per the Vendor Balance Detail Report. Sipe seconded. Motion carried.
2. Sipe made the motion to accept the financial reports as presented. Johnston seconded. Motion carried.

Building & Grounds Report by Robinson & Johnston:

1. Old fire hall renovations – tabled.

Parks & Recreation Report by Robinson & Kane:

1. The purple lights on center square are for Black Balloon Day.

Eastern Adams Regional Police Department Commission Report by Robinson & Griffie:

1. Chief Staab informed the Council of the incidents that occurred in the Borough in February 2022.

Streets & Sidewalks Report by Griffie:

1. Griffie presented to the Council for their review a list of projects that he and the maintenance man had discussed.

No Health & Safety Report due to Mayor Eisenhart's absence.

No Mayor's Report due to Mayor Eisenhart's absence.

Kyrstin Anderson, 205 Lincoln Way West – driveway request. Once an approved permit from Penn DOT is obtained Anderson will attend another council meeting for further discussions.

Sipe made the motion to approve the following Transient Retail License Applications: 1) Kelly Kuhn, Sunkin' Wagon Farm and 2) Craig David, Kona Ice. Kane seconded. Robinson voted no. Motion carried.

American Rescue Plan Allocation projects. Council discussed the second floor restroom renovations. Sipe will contact some plumbers to see if they are interested in the project.

Non-Uniformed Pension Plan update. Sipe made the motion to authorize Smith Elliott Kearns & Company, LLC, to proceed with the 3 Cycle (Tricycle) Plan Restatement for the complete restatement of the Borough of New Oxford Non-Uniformed Employees' Defined Contribution Pension Plan and Trust to include the procurement of an Internal Revenue Service opinion and determination letter that the Plan is compliant with all current laws and regulations consistent with the terms and conditions as set forth and recommended in a letter dated February 3, 2022 issued by SEK to the Borough. Johnston seconded. Motion carried.

ROCK Commercial – marketing information for space available for lease. Sipe made the motion to work with ROCK Commercial to market our available space. Griffie seconded. Motion carried. Borough Council is looking for non-profit, community based businesses to occupy the space.

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

Sipe made the motion for adjournment at 7:39 PM. Griffie seconded. Motion carried.

Respectfully submitted by,

Tania K. Kepner  
Secretary/Treasurer