

November 7, 2022

The New Oxford Borough Council met at 7 PM on Monday, November 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, Linda Kane, Dorothy Robinson and Amanda Sipe. Also present were Solicitor Harold Eastman, Engineer Jeremy Smith and Secretary/Treasurer Tania Kepner. Absent were Matthew Johnston and 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 6:15 PM, consistent with section 708(a)(1), 708(a)(4) and section 798(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment and appointment of Borough code administration and code enforcement officials; (2) consult with its solicitor regarding information or strategy in connection with a civil action captioned Daisy E. Doyle, individually and as Executrix of the Estate of Glen S. Doyle, deceased, vs. New Oxford Borough and the Commonwealth of Pennsylvania, Department of Transportation, filed in the Court of Common Pleas of Adams County, Pennsylvania to No. 2020-SU-105; and (3) to review and discuss matters of the New Oxford 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:

1. Chad Collie. Mr. Collie is a New Oxford Area Chamber of Commerce Board Member and the liaison for the Adams County Economic Development Corporation. Mr. Collie informed the council that the Chamber of Commerce, along with the Economic Development Corporation is seeking a closer working relationship with the borough with regards to economic growth and development within the borough. Mr. Collie also informed the council that donation boxes are being placed on private property without the permission of the property owners.
2. Chief Staab, Eastern Adams Regional Police Department – informed the Council of the incidents that occurred in the Borough in October 2022.

Griffie made the motion to approve and accept the minutes from the October 3, 2022 council meeting and October 11, 2022 budget workshop as presented. Sipe seconded. Motion carried.

Sipe made the motion to accept the Code Enforcement Officer's Report as presented. Kane seconded. Motion carried.

Finance, Budget & Treasurer's Report by Sipe:

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

Building & Grounds Report by Robinson:

1. Second floor borough building restroom renovations. Sipe made the motion to table. Kane seconded. Motion carried.

2. A/C unit for Library. The following quotes were received:

- 1) JSM Mechanical - @\$15,000.00
- 2) JDR Plumbing, Heating and A/C - @\$13,301.00
- 3) Sunset Heating & Cooling - @\$10,625.57

Sipe made the motion to accept the quote from Sunset Heating & Cooling @\$10,625.57. Griffie seconded. Motion carried.

Parks & Recreation Report by Robinson and Kane. Nothing to report.

Eastern Adams Regional Police Department Commission Report by Robinson & Griffie. Nothing to report.

Streets & Sidewalks Report by Griffie. Nothing to report.

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

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

Zoning / Code Enforcement Officer. Sipe made the motion directing Solicitor Eastman to draft a previsions notice for South Penn Code Consultants effective January 1, 2023. Griffie seconded. Motion carried. Sipe made the motion to permit Secretary Kepner to procure proposals for both Wayne Smith for Zoning and Code Enforcement as well as changing the Middle Department Inspection Agency to BCO and UCC services. Griffie seconded. Motion carried.

Pete Socks, SockEM Solutions. Mr. Socks is waiting for content for the newsletter.

Adams County Conservation District Memorandum of Understanding. Sipe made the motion to approve and authorize the Borough's entry into a Memorandum of Understanding with the Adams County Conservation District for the administration of the Pennsylvania Chapter 102 Erosion and Sediment Control rules and regulations to include the review of erosion and sediment control (E&S) plans and the administration of the National Pollutant Discharge Eliminations System (NPDES) permit program. Dorothy M. Robinson, President of the Borough Council and Tania K. Kepner, Borough Secretary/Treasurer, are hereby authorized to sign, attest and deliver the proposed Memorandum of Understanding on behalf of the Borough of New Oxford. Kane seconded. Motion carried.

Hanover Auto Team – Volunteer Project Spring 2023. The council is interested in the project. Griffie will find out more information.

Transient Retail License requests. Sipe made the motion to approve the Transient Retail License for Kyle Fahey, Trinity Solar and grant conditional approval for the New Oxford Lion's Club Orange Car based on the application for the license be submitted to the borough office by November 15, 2022 with the license be effective November 25 – December 17, 2022. Kane seconded. Motion carried.

Sipe made the motion to approve the request from New Oxford Area Chamber of Commerce to use the circle for decorating on Sunday, November 20, 2022 & Saturday, November 26, 2022 for the Annual Christmas Tree Lighting & festivities. Kane seconded. Motion carried.

Sipe made the motion to adopt Resolution No. 04-2022 appointing Smith Elliott Kearns & Co. as independent auditor for the Borough of New Oxford for the fiscal year 2023. Griffie seconded. Motion carried.

Griffie made the motion to adopt the 2023 proposed budget. Sipe seconded. Motion carried.

Sipe made the motion to advertise that the 2023 proposed budget will be available for public inspection during normal office business hours from November 8, 2022 – December 5, 2022. Kane seconded. Motion carried.

Sipe made the motion authorizing and directing Solicitor Eastman to prepare Resolution No. 05-2022 setting the 2023 Tax Rate of 2.70 mills. Griffie seconded. Motion carried.

President's Report by Robinson. Nothing to report.

Griffie made the motion for adjournment at 7:37 PM. Sipe seconded. Motion carried.

Respectfully submitted by,

Tania K. Kepner
Secretary/Treasurer