

December 5, 2022

The New Oxford Borough Council met at 7 PM on Monday, December 5, 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 Mayor James Eisenhart, Solicitor Harold Eastman, Engineer Jeremy Smith and Secretary/Treasurer Tania Kepner.

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 6:30 PM, consistent with section 708(a)(1), 708(a)(4) and section 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment and appointment of replacement of Borough code administration and code enforcement officials; (2) to 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 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. Chief Staab, Eastern Adams Regional Police Department. The Chief informed the Council of the incidents that occurred in the Borough in November 2022.

Sipe made the motion to approve and accept the minutes from the November 7, 2022 council meeting as presented. Kane seconded. Motion carried.

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

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

1. Sipe made the motion to pay the bills as per the Vendor Balance Detail Report. Johnston seconded. Motion carried.

2. Sipe made the motion to accept the financial reports as presented. Johnston seconded. Motion carried.

3. Sipe made the motion to pay bills through the end of 2022. Johnston seconded. Motion carried.

Building & Grounds report by Robinson & Johnston:

1. Sipe made the motion to remove from the agenda second floor borough building restroom renovations. Griffie seconded. Motion carried.

2. Secretary Kepner informed the council that the new A/C unit for the library will be installed the week of December 12th if all the parts are available.

3. April Murphy – blinds. Ms. Murphy informed the Council while cleaning her leased office space in the borough building the existing blinds fell apart due to the age of the blinds. Johnston made the motion granting the request from April Murphy to install curtains on tension rods. Sipe seconded. Motion carried. Johnston will check into pricing for new blinds for this office space.

Parks & Recreation Report by Robinson & 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.

1. Mayor Eisenhart informed the council that he was not available when a school crossing guard contacted him to fill in.

Mayor's Report by Mayor Eisenhart. Nothing to report.

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

Sipe made the motion to adopt Resolution No. 05-2022 setting the 2023 Tax Rate with a remaining rate of 2.70 mills. Johnston seconded. Motion carried.

Sipe made the motion to adopt Resolution No. 06-2022 appointing Middle Department Inspection Agency as BCO in addition to existing UCC Inspection Services and accepting the 2023 Fee Schedule effective January 1, 2023. Johnston seconded. Motion carried.

Sipe made the motion to adopt Resolution No. 07-2022 appointing Wayne Smith as Zoning/Code Enforcement Officer effective January 1, 2023. Johnston seconded. Motion carried.

Sipe made the motion to adopt Resolution No. 10-2022 setting the Zoning/Building Permit fee effective January 1, 2023. Johnston seconded. Motion carried.

Sipe made the motion authorizing Dorothy M. Robinson, Council President to execute the agreement with SEK & Co. to prepare the 2022 audit. Johnston seconded. Motion carried.

Sipe made the motion granting conditional approval authorizing Dorothy M. Robinson, Council President to execute the 2023 Consulting Engineering/Planning Services with Rettew pending changes to the cover letter. Johnston seconded. Motion carried.

Griffie made the motion to adopt Resolution No. 08-2022 appointing Scott Hayberger to the Property Maintenance Code Board of Appeals with a term to expire the first Monday of January 2027. Kane seconded. Motion carried.

Sipe made the motion to adopt Resolution No. 09-2022 appointing Sonya K. Duncan to the Zoning Hearing Board with a term to expire the first Monday of January 2027. Kane seconded. Motion carried.

Griffie made the motion to approve the request from the New Oxford Area Historical Society to use Borough Council Chambers each month in 2023 for their board meetings the third Wednesday starting at 7 PM beginning January 18, 2023. Kane seconded. Motion carried.

New Oxford Area Historical Society's request to use the New Oxford Train Station property sometime in January 2023 for an event that is being developed at this time; the exact date and time is yet to be determined but will be worked out in coordination with the Conewago RR Club and the Borough. Johnston made the motion to table the request pending additional information. Griffie seconded. Motion carried.

Sipe made the motion to approve the request from Mr. & Mrs. Claus to use center square on December 17, 2022 from 9 AM – 12 noon to hand out toys to the children. Johnston seconded. Motion carried.

Griffie made the motion to approve and advertise the January 2023 General Business Meeting of the Borough Council of the Borough of New Oxford for Tuesday, January 3, 2023 at 7 PM. Sipe seconded. Motion carried.

President's Report by Robinson:

1. Robinson questioned what can be done about an accumulation of large garbage items at a property. Secretary Kepner will contact the garbage hauler to have picked up.

Griffie made the motion for adjournment at 7:59 PM. Sipe seconded. Motion carried.

Respectfully submitted by,

Tania K. Kepner
Secretary/Treasurer