

**ELK TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
JULY 6, 2015**

The Elk Township Board of Supervisors July Meeting convened at 7:00 PM at the Elk Township Building, Lewisville, PA. The following Supervisors were present: Chairman Albert Jezyk, Jr., and Vice Chairman Estace Walters. Member James George was not present.

PUBLIC COMMENT ON AGENDA ITEMS

There was no public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

Executive Session w/Township Solicitor 7/6/15

Al Jezyk stated that prior to tonight's meeting, the Board held an Executive Session with the Township Solicitor to discuss the USPS lease renewal terms.

CBRE Correspondence dated 3/3/15 Re: USPS Lewisville Main Office – USPS Lease Renewal Proposal

Al Jezyk stated that the Township Solicitor will continue to negotiate the USPS lease renewal terms.

2015/2016 Roadwork and Snow Removal Operations Bid Proposals – Roadwork Equipment Rental, Aggregate Materials, Blacktop Mixes, Snow Removal Operations Equipment Rental

The Township received the following 2015/2016 Roadwork and Snow Removal Operations Bid Proposals:

Harlan Construction Company Roadwork Equipment Rental Bid Proposal in the amount of \$32,110.00.

Carter & Son Lawncare, Inc. Snow Removal Operations Equipment Rental Bid Proposal in the amount of \$59,775.00.

New Enterprises Stone & Lime Co., Inc. Aggregate Material Bid Proposal in the amount of \$7,939.50.

No bid proposals were received for Blacktop Mixes.

On a motion made by Estace Walters, seconded by Al Jezyk, the 2015/2016 Roadwork Equipment Rental Contract was awarded to Harlan Construction Company. The vote was unanimous amongst Supervisors present.

On a motion made by Estace Walters, seconded by Al Jezyk, the 2015/2016 Snow Removal Operations Equipment Rental Contract was awarded to Carter & Son Lawncare, Inc. The vote was unanimous amongst Supervisors present.

On a motion made by Estace Walters, seconded by Al Jezyk, the 2015/2016 Aggregate Material Contract was awarded to New Enterprises Stone & Lime Co., Inc. The vote was unanimous amongst Supervisors present.

Oxford Gun Club Application for Zoning Hearing

Al Jezyk stated that the Township has received an Application for Zoning Hearing for the Oxford Gun Club. The application will be forwarded to the Zoning Hearing Board Solicitor for scheduling the hearing.

PIRMA Correspondence dated 6/22/15 Re: PIRMA Intergovernmental Contract Edition 1/2015

The Board agreed to table the PIRMA Intergovernmental Contract Edition 1/2015 for next month's meeting.

Brandywine Conservancy Correspondence dated 6/17/15 Re: Letter/Proposal for Open Space Assistance

Al Jezyk stated that the Open Space Committee held a meeting last month and has requested that Brandywine Conservancy prepare an update to the 2005 Cost of Community Services Study (COCO). Brandywine Conservancy's costs to prepare the COCS update would be \$7,500 with \$5,000 to be paid with grant funds. Brandywine Conservancy has requested that the Township provide the remaining \$2,500.

The Board agreed to table Brandywine Conservancy's letter/proposal for next month's meeting.

AECOM (formerly URS) Memorandum dated 6/15/15 Re: Draft Zoning Ordinance Amendments

Al Jezyk referred to AECOM memorandum dated June 15, 2015 regarding the draft Zoning Ordinance Amendments. The draft ordinance amends various sections of the Elk Township Zoning Ordinance and has been approved of by the Township Planning Commission.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board authorized the Township Solicitor to proceed with Act 247 review of the draft Zoning Ordinance Amendments. The motion was unanimous amongst Supervisors present.

AECOM (formerly URS) Correspondence dated 6/11/15 Re: Salt Shed Feasibility

Al Jezyk referred to AECOM correspondence dated June 11, 2015 regarding the Salt Shed Feasibility. Al stated that it appears it would be difficult to convert the existing barn to a salt shed.

Public Comment: John Croce asked what seems to be the major problem.

Al stated that concerns include truck turnaround, shared septic areas, and salt containment.

PA DEP Draft Documents & CCRW Online Mapping Tools - MS4 Permitting Requirements; 2010 Census Urbanized Area Designation

Al Jezyk stated Elk Township hasn't been under MS4 permit requirements but will be in 2018. The Township Engineer has advised that the Township will need to either submit the permit application package to DEP by September 2017 or apply for a waiver. The Township Engineer will continue to follow up and advise whether a waiver is an option.

Union Fire Company No. 1 Annual Report Follow-up Meeting

Al Jezyk stated that Union Fire Company No. 1 will hold a follow-up meeting in response to questions about the new financial support requested for the ambulance division. Union Fire Company No. 1 will sent out an invitation when the date of the meeting is confirmed.

Larson Design Group (LDG) Correspondence dated 6/8/15 Re: Camp Bonsul Road over Big Elk Creek Bridge Project

Al Jezyk referred to Larson Design Group correspondence dated June 8, 2015 regarding the Camp Bonsul Road over Big Elk Creek Bridge Project. LDG has provided responses to comments/concerns expressed at the September 16, 2014 Consulting Parties Meeting.

Revised Draft Motor Vehicle Size Limitation Ordinance of Elk Township

Al Jezyk stated that the Township Engineer has provided a revised draft of the Motor Vehicle Size Limitation Ordinance of Elk Township. The revised draft clarifies the axle limitation concerns expressed by East Nottingham Township.

Estate Walters stated that East Nottingham Township's reimbursement for the traffic study has been received.

2014 Annual Audit & Financial Report of Elk Township

Al Jezyk stated that the 2014 Annual Audit & Financial Report of Elk Township has been completed and advertised as required.

STAFF REPORTS

Secretary's Report

On a motion made by Estate Walters, seconded by Al Jezyk, the June 1, 2015 Board of Supervisors Meeting Minutes were approved. The vote was unanimous amongst Supervisors present.

Treasurer's Report

On a motion made by Estate Walters, seconded by Al Jezyk, the Bills to be Paid for June with the exception of Roadmaster Payroll were approved. The vote was unanimous.

Tax Collector

June 2015: 1,290.73

Planning Commission

Al Jezyk referred to the June Planning Commission Meeting Minutes stating that the Planning Commission reviewed the draft Zoning Ordinance Amendments from AECOM and is in agreement.

Zoning Hearing Board

Al Jezyk read aloud the Public Hearing Notice for the application of Tristan and Kristen Steichen, and the application of the Oxford Gun Club. The Zoning Hearing Board will meet on Monday, July 20, 2015 at 7:00 p.m. to conduct hearings on the two applications.

Building/Zoning Report

Al Jezyk referred to the May 2015 Building/Zoning Report noting one (1) Zoning Permit issued and one (1) Building Permit issued; and to the June 2015 Building/Zoning Report noting one (1) Zoning Permit issued and two (2) Building Permits issued.

Roadmaster

Roadmaster Estace Walters reported that the Township truck was inspected, trees were trimmed and cut off of Barren Road, trees were removed from roads after the big storm, a tree limb was cut up off of Elk Mills Road after the lightning storm, and Chris Weaver cut road banks and the walking trails.

Emergency Management Coordinator

No report.

Trail Coordinator

No report.

Historic Commission

No report.

Oxford Area Recreation Authority

Al Jeyzk referred to the June Oxford Area Recreation Authority Report noting that the Treasurer has resigned and a replacement has been appointed, the planting project continues, mulch has been added to campsites, planning continues for the dog park, and the annual audit is complete.

OLD BUSINESS

No old business.

NEW BUSINESS

August Board of Supervisors Meeting

The Board agreed to reschedule their August meeting to Monday, August 10, 2015.

Road Maintenance

Estace Walters stated that some roads are encumbered and need to be trimmed back, and that there are some trees that will need to be cut back from power lines. Estace will follow up on this issue.

PUBLIC COMMENT

No public comment.

Meeting Adjourned at 7:30 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer