

**ELK TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
December 4, 2017**

The Elk Township Board of Supervisors December Meeting convened at 7:00 PM at the Elk Township Building, Lewisville, PA. The following Supervisors were present: Chairman Albert Jezyk, Jr., Vice Chairman Estace Walters, and Member James George.

PUBLIC COMMENT ON AGENDA ITEMS

No public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

Township Auditor Christine Orlando Resignation

Albert Jezyk referred to Christine Orlando's November 27, 2017 resignation e-mail to the Board. The Board expressed its gratitude for Christine serving as Township Auditor and accepted her resignation.

Appointment of Accountant for Examination/Audit of Accounts

The Board did not feel there was a need to appoint an accountant for examination/audit of accounts. There was no further discussion or action taken by the Board.

2018 Union Fire Company No. 1 Fire Protection Contract

Al Jezyk stated that the 2018 Union Fire Company No. 1 contract amount is the same as last year.

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to sign the 2018 Union Fire Company No. 1 Fire Protection Contract. The vote was unanimous.

2018 Union Fire Company No. 1 Ambulance Division Contract

Al Jezyk stated that the ambulance division's contract amount is calculated on a 1/3 scenario of millage/calls/population. The 2018 contract amount is \$8,596.00.

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to sign the 2018 Union Fire Company No. 1 Ambulance Division Contract. The vote was unanimous.

Subdivision/Land Development Plan Agreement to Extend Requirements of the PA Municipalities Planning Code Section 508 (53 P.S. 10508) – Christian L. & Fannie K. Fisher Final Minor Subdivision Plan

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to sign the Subdivision/Land Development Plan Agreement to Extend Requirements of the PA Municipalities Planning Code Section 508 (53 P.S. 10508) for the Christian L. & Fannie K. Fisher Final Minor Subdivision Plan. The vote was unanimous.

FEMA Correspondence dated 11/10/17 – Elk Township Floodplain Ordinance

Federal Emergency Management Association (FEMA) has notified the Township that the Floodplain Ordinance is in compliance with the National Flood Insurance Program.

PA DEP Correspondence dated 11/21/17 – MS4 Waiver Request

Pennsylvania Department of Environmental Protection (PA DEP) has granted Township's MS4 waiver request. The waiver expires in five (5) years.

AECOM Correspondence dated 11/16/17 Re: ToJo Mushrooms Preliminary Land Development Plan & Sewage Facilities Planning Module

Al Jezyk stated that Stan Corbett has reviewed the revised To-Jo Mushrooms plan and sewage module.

Estate Walters stated that the Planning Commission has not yet reviewed the revised plan.

Government Specialists, Inc. Correspondence dated 11/20/17 Re: To-Jo Mushroom Farm Preliminary Land Development Plan Waiver Request

The Board agreed to table the waiver request and will talk to Stan Corbett.

2018 Final Budget Adoption Meeting

The 2018 Final Budget Adoption Meeting will be held on Monday, December 18, 2017 at 6:00 PM.

2018 BOS Reorganization Meeting 1/2/18

The 2018 Board of Supervisors Reorganization Meeting will be held on Tuesday, January 2, 2018 at 7:00 PM.

2018 Board of Auditors Reorganization Meeting 1/3/18

The 2018 Board of Auditors Reorganization Meeting will be held on Wednesday, January 3, 2018 (time to be determined.)

Open Space Preservation – Meeting w/Melanie Ryan

Estate Walters stated that he met with the Open Space Committee and John Goodall. Discussions at the meeting included possibly hosting a meeting/dinner and giving a presentation. About 38% of the Township is in open space and the Strawbridge parcel is pending with the State. Melanie Ryan will try to attend a Board meeting and provide further information. Estate provided an overview of the Agricultural Security Area (ASA) program.

STAFF REPORTS

Secretary's Report

On a motion made by Estate Walters, seconded by Jim George, the November 6, 2017 Board of Supervisors Meeting Minutes were approved with one correction on Page 1 (change Phillip Dougherty to John Odgen). The vote was unanimous.

Treasurer's Report

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

On a motion made by Al Jezyk, seconded by Jim George, the Bills to be Paid for Roadmaster payroll was approved. Estate Walters abstained from the vote.

Public Comment: Thomas Shar asked about the November payment to PIRMA.

Township Secretary Terri Kukoda explained that PIRMA is the Pennsylvania Integrated Risk Management (PIRMA) and the payment was for liability insurance.

Tax Collector

November 2017: \$253.63

Trail Coordinator

Al Jezyk reported that Pal Durborow put up trail closed signs at the Springlawn Road trail.

Planning Commission

Planning Commission's November Meeting was cancelled.

Zoning Hearing Board

No action.

Building/Zoning Report

November 2017: 2 Zoning Permits; 2 Building Permits

Roadmaster

Roadmaster Estace Walters reported that he picked up tires and trash on Hickory Hill Road, and called the State about a limb hanging down on Route 472

Historic Commission

No report.

Emergency Management Coordinator

Emergency Management Coordinator Stephen Roberts reported that OXREM is moving its monthly meeting and planning a tabletop emergency response exercise in Spring 2018. Municipal officials will be invited to the exercise, which will include a simulated evacuation.

Oxford Area Recreation Authority

November Report: 2018 budget approved; plan to hold Pitch Hit and Run on April 8 and Kids to Park on May 19; Halloween event is intended as a fundraiser for OARA; continue to work on Dog Park plans; looking into possible formation of a Friends of the Park group.

OLD BUSINESS

Peacedale Court

Developer has not yet submitted the original deed of dedication.

Cable Franchise

Township Solicitor needs to re-start negotiations with Armstrong.

NEW BUSINESS

No new business.

PUBLIC COMMENT

No further public comment.

Meeting adjourned at 8:15 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer