

**ELK TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
November 6, 2017**

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

PUBLIC COMMENT ON AGENDA ITEMS

No public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

To-Jo Mushrooms Preliminary Land Development Plan dated 12/4/10 latest revision 10/2/17; Draft Sewage Planning Module; AECOM Memo dated 10/4/17; Towne Square Engineering Letter dated 10/16/17

Estace Walters stated that the Township has received a To-Jo Mushrooms revised preliminary plan and draft Sewage Planning Module. The Township Engineer has reviewed the plan and the sewage module has been forwarded to Chester County Health Department and Chester County Planning Commission for review.

Public Comment: Mona Kadow asked what this means. John Odgen asked if sewage will be on-site. Donna Ellingsen asked how many acres it is.

Estace Walters responded that this is a revised plan for the proposed mushroom farm at Chrome and Mt. Olivet Roads, there will be two (2) types of on-site sewage which Stan Corbett is reviewing, and he thinks it is 144 acres.

Subdivision/Land Development Plan Agreement to Extend Requirements of the PA Municipalities Planning Code Section 508 (53 P.S. 10508) - To-Jo Mushrooms

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 To-Jo Mushrooms. The vote was unanimous amongst Supervisors present.

Residential Lease between Elk Township & Tracey Richards (2724 Lewisville Road)

Estace Walters stated that monthly rent for the Township owned house will increase from \$950 to \$1,000 and include the garage.

Public Comment: Donna Ellingsen asked what the plans are for the property and if it will be used for salt storage.

Jim George responded that the major reason for buying the property was the shared septic and another reason was to use the garage for salt storage. Salt storage hasn't materialized due to the Township Engineer identifying at least seven (7) ordinance issues and the Board will not move forward on that right now. The rental house is generating a positive cash flow for the Township.

On motion made by Jim George, seconded by Estace Walters, the Board agreed to sign the Residential Lease between Elk Township and Tracey Richards. The vote was unanimous amongst Supervisors present.

Act 42 of 2017 Category 4 “Mini Casinos”; Representative John Lawrence Letter dated 10/26/17; PSATS Letter dated 11/3/17

Estate Walters stated that Act 42 of 2017 allows for ten (10) Category 4 “mini casinos” across Pennsylvania and provides that municipalities may opt-out via resolution. The Board agreed that it is in the best interest to opt out but noted that this could be rescinded at any time.

Resolution No. 2017-06 Prohibiting the Location of Category 4 Licensed Facility within Elk Township

On a motion made by Jim George, seconded by Estate Walters, the Board adopted Resolution No. 2017-06 Prohibiting the Location of Category 4 Licensed Facility within Elk Township. The vote was unanimous amongst Supervisors present.

2018 Budget Work Meeting 10/16/17; Proposed Budgets for General Fund, Open Space Fund, State Fund

Estate Walters stated that the 2018 budget work meeting was held on October 16, 2017 and that the meeting to adopt the final budget will be held in next month.

Public Comment: Donna Ellingsen expressed concern from residents about the open space tax and asked when will it end.

Jim George responded that the Board is trying to find a mechanism to ask property owners whether they are still interested. The Board has looked at the open space map but doesn't know which parcels are still viable for conservation. The Board is aware of residents' concerns and doesn't want to extend the tax further out than necessary.

Estate Walters stated that the Township has committed funds to the DuPont parcel, and that the Board does not want to collect the tax if property owners aren't interested.

Jim George reiterated that the Board is discussing this and wants to get the word out. The Board will check with the Township Solicitor on how to suspend the tax when the time comes.

Estate Walters stated that being in the open space program has helped the Township work with the County and State on preservation.

Pennsylvania Townships Health Insurance Cooperative Trust – Joinder Agreement & Ordinance

Estate Walters stated that PSATS has a program which might provide options for employee health insurance.

On a motion made by Jim George, seconded by Estate Walters, the Board authorized the Township Secretary to investigate PSATS health insurance options and the Township Solicitor's review. The vote was unanimous amongst Supervisors present.

STAFF REPORTS

Secretary's Report

On a motion made by Jim George, seconded by Estate Walters, the October 2, 2017 Board of Supervisors Meeting Minutes were approved. The vote was unanimous amongst Supervisors present.

Treasurer's Report

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

Tax Collector

October 2017: \$336.84

Trail Coordinator

No report.

Planning Commission

October Meeting: PC reviewed the most recent communication concerning ToJo Mushrooms.

Zoning Hearing Board

No action.

Building/Zoning Report

October 2017: 1 Zoning Permit; 1 Building Permit

Roadmaster

Roadmaster Estace Walters reported that he cold patched holes on Barren Road, took trash to the dump, and met with Dave Harlan about a flooding yard at the end of Baker Drive. Estace explained that the water coming off a neighboring property on Barren Road doesn't make it to the catch basin. Dave Harlan does not know how to fix this and will need to talk with the Township Engineer if he does anything. Estace may need the Township Engineer to look at this in the spring but is not sure if the Township is responsible. Chris Weaver has mowed for the last time this season.

Historic Commission

No report.

Emergency Management Coordinator

Deputy Emergency Management Coordinator Stephen Roberts reported that there was a Smart911 presentation at the last OXREM meeting. Residents may provide the Smart911 system with information on any medical issue so that providers will know. Residents can also provide the Smart911 system with information about pets, autos, etc. The Township website includes a link to the Smart911 website.

Estace Walters stated that he is not sure how many people have signed up and residents' information is locked until they call 911.

Oxford Area Recreation Authority

October Report: Proposed budget for 2017 is ready; will vote on final approval of budget at December 21 meeting; haunted park hay ride had successful run, net profit \$1,300, 400 volunteer hours; OARA float was in the Halloween parade; fall festival held on October 20th, attendance was low with about 40 kids attending but they seemed to have a great time, net loss of about \$150-\$200; next meeting will be Thursday, November 16th.

OLD BUSINESS

No old business.

NEW BUSINESS

No new business.

PUBLIC COMMENT

Donna Ellingsen asked if it was too late to get a hunting permit.

Estate Walters responded that there might be a few hunting permits left and advised that the hunter call/e-mail the Township.

Mona Kadow asked what is an ASA.

Estate Walters responded that being in the Township ASA (Agricultural Security Area) provides certain protections from nuisance ordinances and is required prior to selling development rights.

Donna Ellingsen asked about best management practices and hiring a firm for the audit.

Estate Walters responded that he could see doing that with larger townships.

Chris Orlando recommended best management practices and suggested having things set up for new auditors.

Jim George stated that Joe Tighe did the audit for years and then Becky did it.

Estate Walters thanked the Auditors for their time and efforts.

Jim George reminded everyone about safety when in public, the need to be aware of surroundings, and to discuss these with family.

Estate Walters stated that the regional planning commission wants to talk to the County and first responders before its next meeting. Estate also stated that the ambulance needs are getting more expensive and most of the funding is from the Township.

Meeting adjourned at 8:10 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer