

**ELK TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
MARCH 3, 2014**

The Elk Township Board of Supervisors March 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

No public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

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

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

Christian L. & Fannie K. Fisher Final Minor Subdivision Plan - Regester Associates, Inc. Correspondences dated February 6, 2014 & February 19, 2014

Al Jezyk referred to Regester Associates, Inc. correspondences dated February 6, 2014 and February 19, 2014 requesting waivers from the Elk Township Subdivision & Land Development Ordinance and responding to URS review letter dated September 6, 2014. The waiver requests and responses will be forwarded to the Township Engineer for review/comment.

Long View Farms Final Subdivision Plan - Subdivision/Land Development Plan Agreement to Extend Requirements of the PA Municipalities Planning Code Section 508 (53 P.S. 10508)

On a motion made by Estace Walters, seconded by Jim George, the Board accepted the Long View Farms Final Subdivision Plan Agreement to Extend Requirements of the PA Municipalities Planning Code Section 508 (53 P.S. 10508). The vote was unanimous.

Michael S. and Rebecca A. Fetterolf Application for Subdivision - Michael and Rebecca A. Fetterolf Final Minor Subdivision Plan dated October 22, 2013

Al Jezyk stated that Michael S. and Rebecca A. Fetterolf have submitted an Application for a Final Minor Subdivision. The application will be forwarded to the Township Engineer and appropriate agencies for review/comment.

Michael S. and Rebecca A. Fetterolf Agreement for Professional Plan Review Services - Michael S. and Rebecca A. Fetterolf Final Minor Subdivision Plan

On a motion made by Estace Walters, seconded by Jim George, the Board approved the Agreement for Professional Plan Review Services for the Michael S. and Rebecca A. Fetterolf Minor Subdivision Plan. The vote was unanimous.

Carol A. Baker/Green Robin Homes Application for Post Construction Stormwater Management - Nellius Erosion & Sedimentation and Stormwater Management Plan dated January 23, 2014

Al Jezyk stated that Carol A. Baker/Green Robin Homes has submitted an Application for Post Construction Stormwater Management for the Nellius Erosion & Sedimentation and Stormwater Management Plan. The application will be forwarded to the Township Engineer for review/comment.

Carol A. Baker/Green Robin Homes Agreement for Professional Plan Review Services - Nellius Elk Township Erosion & Sedimentation and Stormwater Management Plan.

On a motion made by Estace Walters, seconded by Jim George, the Board approved the Agreement for Professional Plan Review Services for the Nellius Erosion & Sedimentation and Stormwater Management Plan. The vote was unanimous.

Fair Hill Estates Subdivision - URS Correspondence dated February 24, 2014 Re: Status of Improvements

Al Jezyk referred to URS correspondence to Brian Campbell dated February 24, 2014 regarding the status of improvements for Fair Hill Estates Subdivision. The outstanding items include that all site work must be satisfactorily completed, and that as-built plans and legal documents must be submitted.

National Penn Bank Resolution By Corporation

Al Jezyk stated that National Penn Bank has provided a Bank Resolution by Corporation for designation of signers for the Township's accounts.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to sign the National Penn Bank Resolution by Corporation conditioned upon review by the Township Solicitor. The motion was unanimous.

Department of the Auditor General Certification for Foreign Fire Insurance Tax Distribution & General Municipal Pension

Al Jezyk referred to Department of the Auditor General Certification for Foreign Fire Insurance Tax Distribution & General Municipal Pension. The form will be certified as no full-time employees participating in a Municipal Pension Plan and will be returned as required.

STAFF REPORTS

Secretary's Report

On a motion made by Estace Walters, seconded by Al Jezyk, the February 3, 2014 Board of Supervisors Meeting Minutes were approved. The vote was unanimous.

Treasurer's Report

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

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

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

Tax Collector

Real Estate: 0

Planning Commission

Al Jezyk referred to the February Planning Commission Meeting Minutes stating that Michael Fetterolf presented his subdivision plan.

Zoning Hearing Board

No action.

Building Report

Al Jezyk referred to the February Building Report stating that no inspections were performed, three inquiries were received, and one permit was issued.

Zoning Report

Al Jezyk referred to the February Zoning Report stating that three inquiries were received and no permits were issued.

Roadmaster

Roadmaster Estace Walters referred to the February Roadmaster Report stating that Al cleaned up roads after the ice storms, Brian took care of all of our snow storms, a few calls about plowing were received, potholes were patched, storm drains were cleaned, and we are way over budget on snow removal.

Emergency Management Coordinator

Al Jezyk referred to the Emergency Management Coordinator Stephen Robert's March 2014 report requesting that Milt Rudy be appointed as Deputy Emergency Management Coordinator, and requesting a meeting with the Board to discuss plans for responding to events like the February ice storm.

Al Jezyk thanked Stephen for his time and efforts and for his report to the Board. Jim George requested that Milt Rudy provide the Board with a letter or e-mail stating his interest in serving as Deputy Emergency Management Coordinator. Al Jezyk thanked Milt for his interest in serving in the position of Deputy Emergency Management Coordinator.

Stephen Roberts stated that there were many road closures and power outages during the February storm. Stephen suggested that there be a procedure for inspecting roads during storm events and requested a meeting with the Board to discuss ways to improve communication to residents.

Oxford Area Recreation Authority

Al Jezyk referred to the Oxford Area Recreation Authority February report stating the Authority has voted to expend \$6,000 to apply for a DEP permit to construct a pedestrian bridge, a landscaping plan has been developed for the main park complex, the fields will soon be in use, and they are still short two members.

Historic Commission

No report.

OLD BUSINESS

Peacedale Court

Al Jezyk stated that the Board is coordinating a meeting with Penn DOT to discuss the Peacedale Court intersection.

NEW BUSINESS

Annual Roadside Clean-up Day

The Board agreed to schedule the Annual Roadside Clean-up Day for Saturday, April 12th.

PUBLIC COMMENT

Stephen Roberts asked what happens when the snow removal budget is exceeded.

Al Jezyk stated that funds budgeted for road repairs are used to cover excess costs for snow removal.

Estate Walters stated that he wants to use all the stored salt so that maintenance to the salt shed can be done.

Jim George stated that he attended training for newly elected Supervisors. The training included discussion on collective bargaining and employment law, and attendees included Townships with police departments and Townships with 40+ employees. The training provided a lot of good information and noted that the State tries provide Township's with as much power as possible.

Meeting Adjourned at 7:50 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer