

**ELK TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
NOVEMBER 4, 2013**

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

PUBLIC COMMENT ON AGENDA ITEMS

No public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

Resolution No. 2013-05 Authorizing the Board of Supervisors of Elk Township to Execute a Lease by and between the United States Postal Service.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board adopted Resolution No. 2013-05 Authorizing the Board of Supervisors of Elk Township to Execute a Lease by and between the United States Postal Service. The vote was unanimous.

The Estate of Patricia Dupont Final Minor Subdivision Plan

Pal Durborow referred to the Application for Subdivision for The Estate of Patricia Dupont Final Minor Subdivision Plan. The plan will be forwarded to the Chester County Planning Commission and the Township Engineer for review.

Anne P. & Charles G. Thorpe Final Minor Subdivision Plan

Pal Durborow referred to the Application for Subdivision for the Anne & Charles G. Thorpe Final Minor Subdivision Plan. The plan will be forwarded to the Chester County Planning Commission and the Township Engineer for review.

Challenge Grant Program Offer for Agricultural Conservation Easement to Oxford Gun Club – Agreement w/Oxford Gun Club of Funding Terms.

Pal Durborow stated the Township has come to an agreement with the Oxford Gun Club of the funding terms for the Agricultural Conservation Easement. The Township will pay its share of the easement costs (1/2 of the Purchase Price) to the Oxford Gun Club on July 31, 2015.

Challenge Grant Program Offer for Agricultural Conservation Easement to Wilson R. King - Agreement w/Wilson R. King of Funding Terms.

Pal Durborow stated the Township has come to an agreement with Wilson R. King of the funding terms for the Agricultural Conservation Easement. The Township will pay its share of the easement costs (1/2 of the Purchase Price) to Wilson R. King on July 31, 2015.

Elk Township Draft Stormwater Management Ordinance – URS Correspondence dated October 23, 2013

Pal Durborow referred to URS correspondence dated October 23, 2013 regarding the draft Elk Township Stormwater Management Ordinance. The draft Ordinance will be sent to the Township Solicitor and Chester County Planning Commission for review.

Elk Township Proposed Ordinance Amending the Subdivision & Land Development Ordinance - URS Correspondence dated October 23, 2013

Pal Durborow referred to URS correspondence dated October 23, 2013 regarding the draft Elk Township Ordinance Amending the Subdivision & Land Development Ordinance. The proposed Ordinance Amendment relates to the Draft Stormwater Management Ordinance and makes a minor revision to Section 518 Stormwater Management. The draft Ordinance will be sent to the Township Solicitor and Chester County Planning Commission for review.

Elk Township 2014 Preliminary Budget

Pal Durborow stated that the 2014 Preliminary Budget was held on October ____, 2013. The Preliminary Budget will be advertised as available for inspection.

Elk Township 2014 Final Budget Meeting

The Board agreed to schedule the 2014 Final Budget Meeting for December 10, 2013.

TJA Properties, LLC (TOJO Mushrooms) 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 Al Jezyk, the Board agreed to accept the TJA Properties, LLC (TOJO Mushrooms) Subdivision/Land Development Plan Agreement to Extend Requirements of the PA Municipalities Planning Code Section 508 (53 P.S. 10508). The vote was unanimous.

STAFF REPORTS

Secretary's Report

On a motion made by Estace Walters, seconded by Al Jezyk, the October 7, 2013 Board of Supervisors Meeting minutes were approved. The vote was unanimous.

Treasurer's Report

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

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

Tax Collector

Real Estate: \$490.57

Planning Commission

Pal Durborow referred to the October Planning Commission Meeting Minutes stating that they reviewed Concord Land Planners comments on the Arter Add-on Plan and reviewed the Patsy DuPont Estate Subdivision Plan.

Zoning Hearing Board

No action.

Monthly Building Report

Pal Durborow referred to the October Building Report stating five inspections were performed, sixteen inquiries were received, and one permit was issued.

Monthly Zoning Report

Pal Durborow referred to October Zoning Officer Report stating no zoning permits were issued, eight inquiries were received, and four zoning inspections were performed.

Roadmaster

Estate Walters referred to the October Roadmaster Report stating that he picked up trash at Chrome and Barren Road, took trash to the landfill, and called the state about trees and other issues.

Historic Commission

No report.

OLD BUSINESS

PennDOT Road Issues

The Board agreed to send a letter to PennDOT requesting that they

Stephen R. Roberts, Emergency Management Coordinator

Emergency Management Coordinator Steve Roberts stated that the OXREM drill went well but there was not as much participation as hoped. West Nottingham Township, the Oxford Borough, and the Oxford School District attended and their participation was good.

NEW BUSINESS

Chrome Barrens Conservancy

Pal Durborow stated that someone has built a survival hut in the Chrome Barrens Conservancy. The Board agreed to follow-up with the Nature Conservancy on this issue.

PUBLIC COMMENT

John Croce asked if Brian Campbell has been in contact with the Township. Pal Durborow stated that there is no final answer yet from Brian Campbell.

Carey Bresler, Director of the Oxford Public Library, thanked the Board for the Township's continued support. Carey stated that Elk Township residents borrowed over 6,718 items from the Oxford Library, and that the Oxford Library is continuing to develop programs and will host a book sale.

John Croce asked the Board to include Strickersville Road in the letter to PennDOT.

Adjourned at 7:25.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer