

**ELK TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
April 1, 2013**

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 Palmer Durborow, Vice Chairman Estace Walters, and Member Albert Jezyk, Jr.

PUBLIC COMMENT ON AGENDA ITEMS

No public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

Stephen Roberts – Emergency Management Coordinator Report

Emergency Management Coordinator Stephen Roberts attended the February/March Emergency Management Coordinators meeting, has completed the FEMA training, and has started the Emergency Management Coordinators training. Stephen will revise the Township Emergency Management Operations Plan to the current template.

Resolution No. 2013-03 PA Construction Code (Act 45 of 1999) Fee Schedule

On a motion made by Estace Walters, seconded by Al Jezyk, the Board adopted Resolution No. 2013-03 PA Construction Code (Act 45 of 1999) Fee Schedule. The vote was unanimous.

Robbins Property Woodland Clearing – Brandywine Conservancy Correspondence dated March 27, 2013

Pal Durborow referred to Brandywine Conservancy correspondence dated March 27, 2013 regarding woodland clearing in breach of the Robbins easement agreement. The property owner must replant the trees and take the other required actions by June 1, 2013.

Henry/Arter Agreement of Property Sale

Pal Durborow referred to URS correspondence dated March 8, 2013 regarding the Henry/Arter agreement of property sale. The Henrys wish to purchase the Arter parcel but do not want the entire parcel. The property owners must submit an application for subdivision to Elk Township for approval.

Oxford Region Intergovernmental Cooperative Implementation Agreement

Pal Durborow stated the Multimunicipal Comprehensive Plan is complete and an Intergovernmental Cooperative Implementation Agreement is required. The next public meeting will be held on April 24th at 7:00 PM at the Lower Oxford Township Building. The Board thanked Al Jezyk for serving on the Planning Committee.

Elk Township Agricultural Easements & Open Space Protection Opportunities

Pal Durborow stated four properties in Elk Township are in the County's top fifty. Two of the four are interested but we don't know about the others. Estace Walters stated two of the properties are in the County's top twenty-five.

2012-2013 Requests for Bid Proposals – Roadwork Equipment Rental, Liquid Asphalt Materials, Blacktop Mixes Materials, Aggregate Materials, Winter Road Maintenance

Pal Durborow stated that 2012-2013 request for bid proposal amounts are same as last year. The Township will try to piggyback with the State for tar and chipping.

Annual Township Cleanup Day April 13, 2013

The Annual Township Cleanup Day is scheduled for April 13, 2013.

County-wide Act 167 Plan Adoption by Chester County Board of Commissioner

The County has adopted the County-Wide Act 167 Plan and will submit the plan to PA DEP for review. The municipal adoption period will begin after PA DEP final approval.

Route 472 Speed Limit Sign

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to a 35 mph sign on Route 472 after Brick Meeting House Road. The motion was unanimous.

STAFF REPORTS

Secretary's Report

On a motion made by Estace Walters, seconded by Al Jezyk, the March 4, 2013 Board of Supervisors Meeting Minutes were approved.

Treasurer's Report

On a motion made by Estace Walter, seconded by Al Jezyk, the Bills to be Paid for April, 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: \$6,721.95

Planning Commission

Pal Durborow referred to the March Planning Commission Meeting Minutes stating no new business.

Zoning Hearing Board

No action.

Monthly Building Report

Pal Durborow referred to the March Building Report stating six inspections performed, seventeen inquiries received, one permit issued; new legislation (Act 191) signed by Governor; and UCC appeals board required.

Monthly Zoning Report

Pal Durborow referred to the March Zoning Officer Report stating no zoning permits issued and two zoning inspections performed.

Roadmaster

Estate Walters referred to the March Roadmaster Report stating roads were salted; they road the roads and Brian filled potholes; received call about too much salt around mailbox; and recommends road project be to make repairs and to tar and chip Elk Mills and Rogers Roads.

Post Office Committee

Pal Durborow referred to the 1st Quarter Post Office Committee Report noting a starting balance of \$20,192.47 and ending balance of \$20,402.47.

Historic Commission

No report.

OLD BUSINESS

Chrome Barrens

Pal Durborow stated the Chrome Barrens solar lights quote was about \$7,000. The Nature Conservancy will need to look for less expensive options. The lock box is set-up and Dave Harlan will do the work on the parking lot.

Peacedale Court

Pal Durborow stated the Township Solicitor would send a Peacedale Court packet and cover letter to PennDOT.

NEW BUSINESS

No new business.

PUBLIC COMMENT

No public comment.

Meeting Adjourned at 7:25 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer