

**ELK TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
April 2, 2012**

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

Gary & Leslie Reiss Stormwater Controls and Best Management Practices Operations, Maintenance & Inspection Agreement & Gary Reiss Storm Water Management Plan dated 2/2/12 Latest Revision 3/5/12

On a motion made by Estace Walters, seconded by Pal Durborow, the Gary Reiss Storm Water Management Plan dated February 2, 2012 Latest Revision dated March 5, 2012 and the Gary & Leslie Reiss Stormwater Controls and Best Management Practices Operations, Maintenance & Inspection Agreement were approved. The motion was unanimous.

Long View Farms Purchase of Development Rights/Easement Brian Campbell Correspondence dated 2/23/12

Pal Durborow stated that the Board held an Executive Session with the Township Solicitor on April 2, 2012. Discussion included Brian Campbell's request for purchase of the Long View Farms Development Rights/Easement. The Solicitor will contact Brian Campbell to see what he wants to do. Brian Campbell has requested more than what the Board thinks the property will appraise. The Township probably won't be able to do anything unless Brian Campbell contributes.

Chester County Planning Commission Correspondence dated 3/5/12 Proposed Zoning Ordinance Amendment

Pal Durborow referred to Chester County Planning Commission correspondence dated March 5, 2012 commenting on the Proposed Zoning Map Amendment. The designation for the properties affected by the amendment should have been R-H. The Township Planning Commission has also provided comments on the proposed zoning map amendment. The proposed amendment will be sent back to the county for review.

Oxford Regional Management Meeting 4/26/12 Point of Dispensing (POD) Volunteer Recruitment

Pal Durborow stated that Oxford Regional Emergency Management (OXREM) is looking for POD (Point of Dispensing) volunteers. They hope to sign up 200 volunteers and 20 of those will require medical experience. OXREM is holding a volunteer recruitment initiative on April 26th at the Penns Grove Middle School.

Public Comment: Donna Ellingsen asked about OXREM.

Pal Durborow stated that OXREM meets at the police station once a month and reviews disaster scenarios. Elk Township currently needs a certified Emergency Management Coordinator to represent the Township. The volunteer position and OXREM link is on the Township website.

Estate Walters stated that the Township receives OXREM storm notices and e-mail updates.

Annual Clean-up Day 4/21/12

The Township annual clean-up day is scheduled for April 21st from 9:00AM to 12:00PM. Volunteers will meet at the hall and vests/gloves will be provided.

Mary Gruber stated that the Post Office Committee might have three or four people to clean the Township Building.

Al Jezyk stated that he is looking into getting quotes for painting and cleaning the Township Building.

Chester County Tax Collection Committee Update

Pal Durborow referred to the March 2010 Chester County Tax Collection Committee Update. Chip Lewis represents Elk Township and the Committee has selected Keystone Collections Group. Previous cash flow issues have been rectified and the Committee adopted a tax credit policy with Philadelphia.

Al Jezyk stated that it's a cheaper cost to the Township of about \$3,700.

Public Comment: There was a question on how much goes to the Township.

Pal Durborow stated that one-half goes to the School District, one-half goes to the Township, and one-half goes into the General Fund. Pal also stated that the Township Real Estate has stayed at .257 for many years.

May Board of Supervisors Meeting – Reschedule due to PSATS Annual Convention

On a motion made by Estate Walters, seconded by Al Jezyk, the Board agreed to reschedule the May Board of Supervisors Meeting to Monday, May 14, 2012. The vote was unanimous.

STAFF REPORTS

Secretary's Report

On a motion made by Estate Walters, seconded by Albert Jezyk, the March 5, 2012 Board of Supervisors Meeting Minutes were approved with a correction to the last paragraph on Page 2 and a revision to the first paragraph under Old Business. The vote was unanimous.

Treasurer's Report

On a motion made by Estate Walters, 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. Estate Walters abstained from the vote.

Tax Collector

Real Estate: \$6,596.10

Planning Commission

Pal Durborow referred to the March Planning Commission Meeting Minutes stating the proposed zoning map changes were reviewed and the 24-acre Reynolds property is in Ag Preservation.

Zoning Hearing Board

No action.

Building Report

Pal Durborow referred to the March Monthly Building Report stating seven inspections were performed; twelve inquiries were received; and no Building Permits were issued.

Zoning Report

Pal Durborow referred to the March Monthly Zoning Report stating one zoning permit was issued; seven inspections were performed; and sixteen inquiries were received.

Roadmaster

Roadmaster Estace Walters stated that Old Forge Road and Barren Road were cold-patched; they rode the roads and will ride them again; limbs were trimmed on Hickory Hill Road; trash was taken from various areas mostly Barren Road; the truck is being inspected; and he spoke with Bill Weaver about the Mt. Olivet Road Township line with East Nottingham Township. Estace stated that there was previously an agreement to share costs for Mt. Olivet Road. East Nottingham Township has completed millwork at the corner and will be reimbursed \$3,500. The work was completed by East Nottingham Township using their manpower.

Post Office Committee

Mary Gruber stated that the Township lease has been signed. Mary suggested that a lock be put on the well access door. Al Jezyk thanked Mary for getting the work done on the Township Building.

Historic Commission

Mary Gruber stated that the Commission has a new display cabinet and is planning a tour in August.

NEW BUSINESS

The Bluffs at Big Elk Creek

Pal Durborow stated that the April 2, 2012 Executive Session with the Township Solicitor included discussion on The Bluffs at Big Elk Creek.

National Penn Bank Line of Credit

Pal Durborow stated that the April 2, 2012 Executive Session with the Township Solicitor included discussion on the National Penn Bank Line of Credit. The Township received a copy of Honey Brook Township's Line of Credit and might use it as a sample. There is money in the account but not enough if the two properties close simultaneously. The properties haven't been appraised yet but there have been discussions with the bank. The amount being considered is \$500,000 over a three-year period. The Township collects about \$220,000 per year in open space tax.

Public Comment: Donna Ellingsen expressed concern about borrowing money and open space properties. Rebecca George also expressed concern about borrowing money.

Pal Durborow stated that assessments have shown that it costs Townships more for development than open space. The goal is to not have to increase taxes to maintain roads and cover costs due to development.

Estate Walters stated that the worry is not only about building happening now. Thirty years ago, his father said that development was coming. The Board needs to think about what could happen in the future.

Public Comment: There was further discussion among the public regarding open space concerns.

Pal Durborow stated that one thing the Board is considering is when does the tax stop. The Board is not looking at going millions into debt. The Line of Credit will have a limit of \$500,000. The Board thinks that that will cover everything they want to purchase.

Public Comment: There was a question on who maintains the public open space.

Pal Durborow stated that the Township maintains just the trails. The owner sells the development rights but not the property.

Estate Walters stated that there is a lot of state owned property as open space.

Public Comment: Donna Ellingsen suggested that open space property information be on the Township website.

Pal Durborow stated that the Board will follow-up with Melanie Hesse.

OLD BUSINESS

Peacedale Court

Pal Durborow stated that there is nothing new to report on Peacedale Court.

Route 472 & State Road Intersection

Estate Walters stated that two calls were received about the Route 472 and State Road 4-way stop.

Joint Comprehensive Plan

Public Comment: Donna Ellingsen asked about the Joint Comprehensive Plan.

Al Jezyk stated that the joint comprehensive plan involves Elk Township and five other Townships in the Oxford School District. Al stated that it is mandatory that plans are updated every ten years and Elk's last one was 1987. The Oxford region plan includes economics, scenic views, transportation, and all other aspects of living in this area. The final draft is complete and adoption is being looked at for July. The other Townships are Lower Oxford, Upper Oxford, East Nottingham, West Nottingham, and the Borough of Oxford.

NEW BUSINESS

No new business.

PUBLIC COMMENT

There was no further public comment.

Meeting Adjourned at 7:55 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer