

**ELK TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
August 5, 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**

**Ordinance No. 2013-01 Intergovernmental Cooperation Implementation Agreement for the Oxford Region Multimunicipal Comprehensive Plan enacted July 24, 2013**

Pal Durborow stated that Ordinance No. 2012-01 was enacted at the Oxford Region Meeting held on July 24, 2013 at the Lower Oxford Township Building. The ordinance authorizes the Board of Supervisors of Elk Township to enter into an Intergovernmental Cooperation Implementation Agreement for the Oxford Region Multimunicipal Comprehensive Plan.

**Debt Loan Ordinance – Open Space Preservation**

Pal Durborow stated that the Township has received copies of appraisals for three small parcels. The county has sent offer letters to the three owners and one owner has contacted the Township to discuss funding terms. The Board is not sure if loan funds are required but would like the Township Solicitor to start on the debt loan ordinance.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to authorize the Township Solicitor to proceed with the Debt Loan Ordinance. The motion was unanimous.

Public Comment: John Croce asked about the loan amount and the limit for the purchase price. Donna Ellingsen asked about the three parcels.

Pal Durborow stated that the Board doesn't know the loan amount yet. Appraisals are still pending and the Board is still waiting to hear about the Long View Farms parcel. The maximum Township commitment is \$6,000 per acre but appraisals have been much less. The three small parcels are the Miller, Wax, and Oxford Gun Club parcels.

Estace Walters stated that the three appraisals were received at the same time. These parcels would not cost that much and there would be time to pay TOJO (TJA Properties). The Board is looking to do the right thing but needs to act when parcels make the top of the county's list.

**Harvey F. & Jennifer S. Arter Final Plan Add On Plan – Chester County Health Department Correspondence dated July 2, 2013**

Pal Durborow referred to Chester County Health Department correspondence dated July 2, 2013 regarding the Harvey F. & Jennifer S. Arter Final Add On Plan. The Chester County Health Department advises that the Township require soil testing for a replacement area due to the lot becoming much smaller. The Township Engineer has advised that the Township could be liable if perc testing for a replacement area is not required.

**Harvey F. & Jennifer S. Arter Final Plan Add On 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 Al Jezyk, the Board accepted the Subdivision/Land Development Plan Agreement to Extend Requirements of the PA Municipalities Planning Code Section 508 (53 P.S. 10508) for the Harvey F. & Jennifer S. Arter Final Plan Add On Plan. The vote was unanimous.

**Christian L. & Fannie K. Fisher 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 Al Jezyk, the Board accepted the Subdivision/Land Development Plan Agreement to Extend Requirements of the PA Municipalities Planning Code Section 508 (53 P.S. 10508) for the Christian L. & Fannie K. Fisher Minor Subdivision Plan. The vote was unanimous.

**Assignment of Lease – United States Postal Service Lease**

Pal Durborow stated that the Post Office Committee has signed the Assignment of Lease.

**Pennsylvania Department of Environmental Protection Correspondence dated July 12, 2013 – Implementation of the County-wide Stormwater Management Plan for Chester County**

Pal Durborow referred to Pennsylvania Department of Environmental Protection correspondence dated July 12, 2013 regarding the implementation of the County-wide Stormwater Management Plan for Chester County. Pennsylvania Department of Environmental Protection has advised that the county has adopted the Act 167 Stormwater Management Plan and the deadline for enacting a Township ordinance is January 2, 2014.

**Oxford Area Recreation Authority Board – Melanie Ryan Resignation Letter dated July 23, 2013**

Pal Durborow referred to Melanie Ryan's correspondence dated July 23, 2013 regarding the Recreation Authority Board. Melanie has advised that she is resigning from the Oxford Area Recreation Authority Board effective immediately.

**Oxford Area Recreation Authority Report**

Pal Durborow referred to the Oxford Area Recreation Authority Report noting the 2012 Annual Audit has been completed, Melanie Ryan has resigned, and a \$10,000 grant has been received.

**Chrome Barrens Preserve – PA Nature Conservancy**

Pal Durborow stated that the Chrome Barrens Preserve concrete barriers were installed and that the Nature Conservancy will have a trail opening ceremony on September 8<sup>th</sup>. The Nature Conservancy has requested funds for the printing of brochures.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board approved \$250 for the Nature Conservancy to have brochures printed. The motion was unanimous.

**STAFF REPORTS**

**Secretary's Report**

On a motion made by Estace Walters, seconded by Al Jezyk, the July 1, 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 August, 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: \$341.48

**Planning Commission**

Pal Durborow referred to the July 17, 2013 Planning Commission Meeting Minutes stating the Commissioners reviewed the final subdivision plan for Harvey & Jennifer Arter, and URS has numerous formatting issues which they expect Concord is addressing prior to final approval.

**Zoning Hearing Board**

No action.

**Monthly Building Report**

Pal Durborow referred to the July Building Report stating seven inspections were performed, twenty-five inquiries were received, and four permits were issued.

**Monthly Zoning Report**

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

**Roadmaster**

Estace Walters referred to the July Roadmaster Report stating the following: cut limbs and weed-eated the intersection of Hickory Hill and Elk Mills Roads, picked up chairs and a loveseat on Barren Road, picked up tires at the Barren Road trail, received a call about water runoff on Barren Road, Dave will fill some washouts, Dave did the repairs and tar and chipped Elk Mills Road and Rogers Road, and Brian put up stop signs at Hickory Hill Road and State Road.

**Historic Commission**

No report.

**OLD BUSINESS**

**Emergency Management Coordinator**

Pal Durborow stated that we should notify PSATS that Steve Roberts is the Emergency Management Coordinator.

**Old Forge Road Speed Humps**

Pal Durborow stated that the Old Forge Road speed humps need painting.

**Open Space Committee**

Pal Durborow stated that we should have the Open Space Committee meet to review the status of open space priorities.

**NEW BUSINESS**

No new business.

**PUBLIC COMMENT**

No public comment.

**SEPTEMBER BOARD OF SUPERVISORS MEETING**

The Board agreed that due to the Labor Day Holiday the September Board Meeting will be rescheduled to Tuesday, September 3<sup>rd</sup>.

Meeting Adjourned at 7:30.

Respectfully Submitted,

Terri Kukoda  
Secretary/ Treasurer