

**ELK TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
May 3, 2010**

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

PUBLIC COMMENT ON AGENDA ITEMS

There was no public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

Alan Fowler, President, Union Fire Company No. 1

Alan Fowler, President of Union Fire Company No. 1, presented the Board with the 2009 Annual Report, and thanked the Board for their support. Alan explained that major apparatus must be replaced, which may cause an increase in millage. The fire company will provide a cost analysis for increasing the millage in one year versus over a period of two years. Al Jezyk asked if the equipment is put out to bid. Alan stated that they've had trouble previously with bidding, and that it is very time consuming. Pal Durborow asked if used equipment is available. Alan stated that purchasing used equipment is not feasible due to safety issues and life span of equipment.

Gwen Lacy, Executive Director, Chester County Land Conservancy

Gwen Lacy, Executive Director of the Chester County Land Conservancy, gave a presentation on various funding options for open space protection.

Melanie Hesse stated that the Open Space Committee is hosting a Landowners Meeting on May 6th at 7:00 PM.

Resolution #2010-05 Adoption of Chester County Multi-Jurisdictional Hazard Mitigation Plan

On a motion made by Estace Walters, seconded by Al Jezyk, the Board adopted Resolution #2010-05 Adoption of Chester County Multi-Jurisdictional Hazard Mitigation Plan. The vote was unanimous.

Chester County Hazard Mitigation Opportunities Municipal Worksheet

On a motion made by Estace Walters, seconded by Al Jezyk, the Board approved the Chester County Mitigation Opportunities Municipal Worksheet. The vote was unanimous.

Resolution #2010-06 PEMA Designation of Agent (February 2010 Snowstorm)

On a motion made by Estace Walters, seconded by Al Jezyk, the Board adopted Resolution #2010-06 PEMA Designation of Agent (February 2010 Snowstorm). The vote was unanimous.

PEMA Public Disaster Assistance Application (February 2010 Snowstorm)

On a motion made by Estace Walters, seconded by Al Jezyk, the Board approved the PEMA Public Disaster Assistance Application (February 2010 Snowstorm). The vote was unanimous.

The Bluffs at Big Elk Creek Release #4

On a motion made by Estace Walters, seconded by Al Jezyk, the Board approved The Bluffs at Big Elk Creek Release #4 in the amount of \$8,227.61. The vote was unanimous.

The Bluffs at Big Elk Creek Completion of Improvements - Township Correspondence dated 5/3/10

Pal Durborow referred to Township correspondence dated 5/3/10 advising Gemcraft Homes Group that funds will be released after satisfactory inspection of the completion of improvements.

Postmaster Joe McKeon Correspondence dated 4/26/10 – Parking Lot Repairs

Pal Durborow referred to Postmaster Joe McKeon correspondence dated 4/26/10 regarding repairs to the parking lot. Pal will coordinate the repairs with Hank Henry.

Mike Berquist Correspondence dated 4/19/10 – Resignation from Oxford Area Recreational Authority

Pal Durborow referred to Michael Berquist's correspondence dated 4/19/10 advising that he is resigning from the Oxford Area Recreational Authority.

Appointment of Melanie Hesse to the Oxford Area Recreational Authority

On a motion made by Estace Walters, seconded by Al Jezyk, the Board appointed Melanie Hesse to the Oxford Area Recreational Authority. The vote was unanimous.

Mary Gruber Correspondence dated 4/26/10 – Township Building Kitchen

Pal Durborow referred to Mary Gruber's correspondence dated 4/26/10 regarding the kitchen in the Township Building. Mary is requesting use of the kitchen to process value added products for her farm. The Board agreed to follow-up with the Township Solicitor.

URS Correspondence dated 4/14/10 – Act 167 Stormwater Management Plan

Pal Durborow referred to URS correspondence dated 4/14/10 advising on the status on the County-wide Act 167 Stormwater Management Plan.

On a motion made Estace Walters, seconded by Al Jezyk, the Board authorized URS to participate in the Act 167 process including completing the county forms. The vote was unanimous.

Audit of Real Estate Tax Collection for Year 2009

Pal Duroborow referred to the Audit of Real Estate Tax Collection for Year 2009, which notes that there were no observations or findings.

Oxford Area Recreation Authority March 2010 Minutes

Pal Durborow referred to the Oxford Area March 11, 2010 Minutes and to Marcella Peyre-Ferry's 4-14-10 e-mail providing an update on the authority's activities.

PennDOT Correspondence dated April 1, 2010 Scour Critical Bridge Plan of Action (Hickory Hill Road)

Pal Durborow referred to PennDOT correspondence dated April 1, 2010 regarding scour plans of action for critical bridges. PennDOT has classified the Hickory Hill Road Bridge as a scour critical bridge.

2010/2011 Roadwork Material & Equipment Bid Packages

The 2010/2011 Roadwork Material and Equipment bid packages are being prepared. The Board agreed that a major road project is not planned.

STAFF REPORTS

Secretary's Report

On a motion made by Estace Walters, seconded by Albert Jezyk, the April 5, 2010 Board of Supervisors Meeting Minutes were approved. The vote was unanimous.

Melanie Hesse asked about the Fisher conservation easement noted in the April 5, 2010 minutes. The Township Secretary will provide Melanie with a copy of Brandywine Conservancy's 2/23/10 correspondence.

Treasurer's Report

On a motion made by Estace Walters, seconded by Al Jezyk, the Bills to be Paid for May, 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: \$7,654.61

Planning Commission

Pal Durborow referred to the April Planning Commission Meeting Minutes stating that there was no new business.

Zoning Hearing Board

No activity.

Zoning Officer

Pal Durborow referred to the April Zoning Officer Report stating that one permit was issued; six (6) inspections were performed; and twenty (20) inquiries were received.

Roadmaster

Roadmaster Estace Walters referred to the April Roadmaster Report stating that he spoke with Penn DOT about Brick Meeting House Road; Brian Carter replaced stop signs; the coolant line was replaced on the Township truck; and clean-up day was a success.

Estace thanked John, Suzanne and everyone else that helped on clean-up day. Estace will follow-up on the Hookers Creamery Road stop sign.

Post Office Committee

No report.

Historic Commission

No report.

OLD BUSINESS

2009 Audit & Financial Report Ad – Employee Benefits

Pal Duborow stated that the 2009 Audit & Financial Report ad noted \$8,836 as “Employee Benefits.” Pal explained that the 2009 Audit notes the \$8,836 as “Employee Benefits and Withholding Items”, and includes \$2,995 for Workers Compensation withholding, \$3503 in FICA withholding, \$178 for Unemployment withholding, \$1,379 for 403(b) contribution, and \$820 for Medicare withholding.

NEW BUSINESS

No new business.

PUBLIC COMMENT

Linda Luker stated that the intersection of Route 472 and Kings Row Road needs trimming. Estace Walters stated that he will follow-up with Penn DOT.

Linda Luker asked about the junk vehicles on King Row Road. Pal Durborow stated that he will follow-up with the Zoning Officer.

Linda Luker asked about the status of the amendments. Pal Durborow stated that the Township Solicitor is working on the amendments.

John Groce asked about how the Township pays Union Fire Company. Pal Durborow stated that invoice is paid out of the General Fund.

John Dennison asked about the history of increases for the Union Fire Company. Pal Durborow stated that there have not been many increases, and that the Board will review this at budget time.

Meeting adjourned at 8:25 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer