

**ELK TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
July 1, 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

Stephen R. Roberts, Emergency Management Coordinator

Emergency Management Coordinator Stephen Roberts reported on EMC activities including review/revisions to the Emergency Operations Plan, topographical road/streams maps from the county, and Oxford Regional Emergency Management Meetings.

Oxford Gun Club Agreement – Emergency Use of Facilities

On a motion by Estace Walters, seconded by Al Jezyk, the Board agreed to sign the agreement between the Elk Township Supervisors and the Oxford Gun Club for use of the Oxford Gun Club facilities during an emergency. The vote was unanimous.

Assignment of Lease – United States Postal Service Lease

The Elk Township Post Office Committee has informed the Board that they wish to dissolve the Post Office Committee. The Township Solicitor has provided an Assignment of Lease between the Lewisville PA 19351 Post Office Committee and Elk Township. The Board agreed to forward the Assignment of Lease to the Post Office Committee for signatures.

TJA Properties (TOJO Mushrooms) Geologic & Hydrogeologic Report dated June 20, 2013 – Brickhouse Environmental Correspondences dated June 20, 2013

Pal Durborow referred to Brickhouse Environmental correspondence dated June 20, 2013 regarding the Geologic and Hydrogeologic Report dated June 20, 2013 for TJA Properties (TOJO Mushrooms). The letter and report have been provided to the Township Engineer for review/comment.

Harvey F. Jr. & Jennifer S. Arter Final Plan Subdivision Plan Add On Lot URS Correspondence dated June 19, 2013 & Chester County Planning Commission Department Correspondence dated June 17, 2013

Pal Durborow referred to URS correspondence dated June 19, 2013 reviewing the Harvey F. Jr. & Jennifer Arter Final Subdivision Plan dated May 14, 2013. There are numerous Subdivision and Land Development Ordinance, Zoning Ordinance, and General comments that need to be addressed by the Applicant.

Pal Durborow referred to Chester County Planning Commission correspondence dated June 17, 2013 reviewing the Harvey F. Jr. & Jennifer S. Arter Final Subdivision plan. The Commission recommends that Elk Township approve the proposed subdivision after all municipal requirements have been satisfied.

Wilson King Sewage Permit – Chester County Health Department Correspondence dated June 21, 2013

Pal Durborow referred to Chester County Health Department correspondence dated June 21, 2013 stating the Department has received an application from Wilson King for a drip irrigation system sewage permit. The Department advises that the Township may wish to review the maintenance requirements for the system. The Township Engineer has advised that the permit is for a repair and no response to the letter is needed.

State Road Bridge Weight Limit Notification – PA Department of Transportation Correspondence dated June 20, 2013

Pennsylvania Department of Transportation is reducing the weight limit for the State Road Bridge to three tons (6,000 lbs.). The weight reduction was based on an engineering study for the structural condition of the Bridge. Vehicles exceeding three tons must submit to Penn DOT an application for approval to cross the bridge.

2009 Verizon Franchise Agreement Negotiations

The Verizon representative has advised that Verizon is in the process of meeting its build-out commitments from franchise agreements with other Townships. The Verizon representative also advised that he expects Verizon to come back in the next year or two to resume franchise negotiations with Elk Township.

Chrome Barrens Preserves

The log preventing vehicles from accessing the Chrome Barrens Preserves has been stolen. Harlan Construction Company has provided a quote for installation of concrete barriers. The quote is in the amount of \$1,200 including an estimated four hours for labor.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to authorize Harlan Construction Company to install concrete barriers at the Chrome Barrens Preserves. The vote was unanimous.

STAFF REPORTS

Secretary's Report

On a motion made by Estace Walters, seconded by Al Jezyk, the June 3, 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 July, 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: \$709.86

Planning Commission

Pal Durborow referred to the May 15, 2013 Planning Commission Meeting Minutes stating no new business and the June 19, 2013 Planning Commission Meeting Minutes stating that the Commissioners reviewed the add-on lot to the Arter property.

Zoning Hearing Board

No action.

Monthly Building Report

Pal Durborow referred to the June Building Report stating six inspections were performed, fourteen inquiries were received, and one permit was issued.

Monthly Zoning Report

Pal Durborow referred to June Zoning Officer Report stating one zoning permit was issued, thirteen inquires were received, and two zoning inspections were performed.

Roadmaster

Estate Walters referred to the June Roadmaster Report stating the trees were cleaned up, the sink hole on Elk Mills Road was filled, the storm drain in the Breckenridge retention pond was cleaned out, drains throughout the township were cleaned out, and several calls were received about trees, mud and rocks on state roads.

Post Office Committee

No report.

Historic Commission

No report.

OLD BUSINESS

Robbins Property Trail Signs

The Robbins property trail signs have been received and will be installed.

Intergovernmental Cooperative Implementation Agreement

Al Jezyk provided an update on the Intergovernmental Cooperative Implementation Agreement for the Oxford Region Multimunicipal Comprehensive Plan. The Public Hearing is scheduled for Wednesday, July 24, 2013 at 7:00 PM at the Lower Oxford Township Building. East Nottingham Township has refused to sign the agreement but will still attend meetings. East Nottingham Township will not have a vote and will not be able to transfer developmental rights. They will also miss out on communication with the other Townships.

NEW BUSINESS

No new business.

PUBLIC COMMENT

No public comment.

Meeting Adjourned at 7:25.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer