

**ELK TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
MAY 5, 2014**

The Elk Township Board of Supervisors May Meeting convened at 7:00 PM at the Elk Township Building, Lewisville, PA. The following Supervisors were present: Chairman Albert Jezyk, Jr., Vice Chairman Estace Walters, and Member James George.

PUBLIC COMMENT

No public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

Executive Session April 16, 2014

Al Jezyk announced that an Executive Session with the Township Solicitor was held on April 16, 2014. The purpose of the Executive Session was to discuss the Lincoln property appraisal, meet with Milt Rudy to discuss safety issues, meet with Scott Moran to discuss zoning and building inspection services, and meet with Chris Weaver to discuss roadbank mowing services.

Jim George stated that Milt Rudy has provided for the Board's consideration an agreement with St. John's United Methodist Church for the use of the Church during an emergency.

Termination of Services of Thomas H. Lowry as Township Zoning Officer; Termination of Services of Municipal Support Services, Inc. as Third-Party Agency for Administration and Enforcement of the Uniform Construction Code

Al Jezyk stated that the Tom Lowry has refused to sign the agreements that the Township Solicitor advised should be signed. The agreements outline the services to be provided to the Township and include a Hold Harmless Agreement.

Jim George stated that the Board met with Tom Lowry more than once to discuss the agreements.

Estace Walters stated that Tom Lowry has done a good job but refuses to sign any agreements.

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to terminate the services of Tom Lowry as Zoning Officer with a 30-day notice to be provided. The motion was unanimous.

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to terminate the services of Municipal Support Services, Inc. as the Third-Party Agency for Administration and Enforcement of the Uniform Construction Code with a 30-day notice to be provided. The motion was unanimous.

Appointment of Third-Party Agency for Administration and Enforcement of the Uniform Construction Code; Appointment of Township Zoning Officer

Al Jezyk stated that the Board met with Scott Moran of Accurate Building Inspections, Inc. to discuss zoning and building code services. Scott has agreed to sign the required agreements and provide the required proof of insurance coverages.

On a motion made Estace Walters, seconded by Jim George, the Board appointed Accurate Building Inspections, Inc. as the Third-Party Agency for Administration and Enforcement of the Uniform Construction Code. The vote was unanimous.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board appointed Scott Moran as Township Zoning Officer. The vote was unanimous.

Agreement Between Elk Township and Accurate Building Inspections, Inc.

Al Jezyk referred to the Agreement Between Elk Township and Accurate Building Inspections, Inc. outlining the services and requirements for administration and enforcement of the Uniform Construction Code.

On a motion made by Estace Walters, seconded by Jim George, the Board agreed to sign the Agreement Between Elk Township and Accurate Building Inspections, Inc. The vote was unanimous.

Agreement Between Elk Township and Scott Moran

Al Jezyk referred to the Agreement Between Elk Township and Scott Moran outlining the services and requirements for the Township Zoning Officer.

On a motion made by Estace Walters, seconded by Jim George, the Board agreed to sign the Agreement Between Elk Township and Scott Moran. The vote was unanimous.

Fulton Bank Resolutions of Unincorporated Association

Al Jezyk referred to the Fulton Bank Resolutions of Unincorporated Association for the Township's three (3) CD accounts. Al stated that Fulton Bank requires the resolutions for updating the authorized signers.

On a motion made by Estace Walters, seconded by Jim George, the Board agreed to sign the Fulton Bank Resolutions of Unincorporated Association for the Township's three (3) CD accounts. The motion was unanimous.

Michael S. & Rebecca A. Fetterolf Final Minor Subdivision Plan dated 10/22/13 Latest Revision 4/10/14 - Waiver Requests from the Elk Township Subdivision and Land Development Ordinance Section 401.C.2.f and Section 521.B.1

Al Jezyk stated that Michael S. & Rebecca A. Fetterolf Final Minor Subdivision Plan includes waiver requests for Section 401.C.2.f and Section 521.B.1 of the Elk Township Subdivision and Land Development Ordinance. Al stated that the Township Engineer has reviewed the waiver requests and has no objections. .

On a motion made by Estace Walters, seconded by Jim George, the Board granted the Michael S. & Rebecca A. Fetterolf Final Minor Subdivision Plan Waiver Requests for Section 401.C.2.f and Section 521.B.1 of the Elk Township Subdivision and Land Development Ordinance. The vote was unanimous.

Michael S. & Rebecca A. Fetterolf Final Minor Subdivision Plan dated 10/22/13 Latest Revision 4/10/14: URS Correspondence dated 4/16/14; Crossan-Raimato, Inc. Correspondence dated 4/10/14

Al Jezyk referred to Crossan-Raimato, Inc. correspondence dated April 10, 2014 responding to the first URS review of the Michael S. & Rebecca A. Fetterolf Final Minor Subdivision Plan.

Al Jezyk referred to URS correspondence dated April 16, 2014 for the second URS review of the Michael S. & Rebecca A. Fetterolf Final Minor Subdivision Plan. The review comments include that all previous outstanding items have been resolved.

Michael S. Fetterolf presented the Board with twelve (12) original plans for signing.

On a motion made by Jim George, seconded by Estace Walters, the Board approved the Michael S. & Rebecca A. Fetterolf Final Minor Subdivision Plan dated October 22, 2013 Latest Revision April 10, 2014 conditioned upon the Township Engineer's review of the original plan presented to the Board for signing. The vote was unanimous.

Michael S. & Rebecca A. Fetterolf Final Minor Subdivision Plan Dated 10/22/13 Latest Revision 4/10/14 - Subdivision/Land Development Plan Agreement to Extend Requirements of the PA Municipalities Planning Code Section 508 (53 P.S. 10508)

No action was required for the Michael S. & Rebecca A. Fetterolf Final Minor Subdivision Plan Agreement to Extend Requirements of the PA Municipalities Planning Code Section 508 (53 P.S. 10508).

Christian L. & Fannie K. Fisher Final Minor Subdivision Plan Proposed Flag Lot - Regester Associates, Inc. Correspondence dated 5/5/14; URS Correspondence dated 5/1/14

Al Jezyk referred to Regester Associates, Inc. correspondence dated May 5, 2014 referencing Section 504.B.3 of the Elk Township Subdivision and Land Development Ordinance and requesting the Board's approval of the flag lot shown on the Christian L. and Fannie K. Fisher Final Minor Subdivision Plan.

Al Jezyk referred to URS correspondence dated May 1, 2014 regarding the Christian L. and Fannie K. Fisher Final Minor Subdivision Plan Proposed Flag Lot. URS comments include that URS has no technical objection to the flag lot request and that the plan complies with Section 503.B.3 of the Elk Township Subdivision and Land Development Ordinance.

On a motion made by Estace Walters, seconded by Jim George, the Board granted permission for proposed flag lot shown on the Christian L. & Fannie K. Fisher Final Minor Subdivision Plan dated July 11, 2012 Latest Revision February 17, 2014. The vote was unanimous.

Appointment of Township Contractor for Roadbank Mowing

Al Jezyk stated that Chris Weaver has provided a quote for roadbank mowing.

Eric Weaver presented to the Board a written quote for roadbank mowing.

Estace Walters stated that Chris Weaver's quote was \$75 p/hour and Eric Weaver's quote was \$70 p/hour. Estace stated that the quotes are about the same and he'd like to keep the work within the Township.

On a motion made by Jim George, seconded by Estace Walters, the Board appointed Chris Weaver as the Township's contractor for roadbank mowing. The vote was unanimous.

Public Comment: Robert Gregg asked why sealed bids weren't submitted.

Estace Walters stated that sealed bids are not required for work under \$10,300.

2014-2015 Requests for Bid Proposals Roadwork Equipment Rental, Liquid Asphalt Materials, Blacktop Mixes Materials, Aggregate Materials

Al Jezyk stated that the 2014-2014 Requests of Bid Proposals for Roadwork Equipment Rental, Liquid Asphalt Materials, Blacktop Mixes Materials, and Aggregate Materials have been

advertised. Al stated that Winter Road Maintenance was not included and will be bid at a later date.

Jim George stated that the Board is looking at bidding snow removal in a different way.

STAFF REPORTS

Secretary's Report

On a motion made by Jim George, seconded by Estace Walters, the April 7, 2014 Board of Supervisors Meeting Minutes were approved. The vote was unanimous.

Treasurer's Report

On a motion made by Estace Walters, seconded by Jim George, the Bills to be Paid for May were approved with the exceptions of Roadmaster Payroll, Assistant Roadmaster Payroll, and Carter & Sons Lawncare, Inc. The vote was unanimous.

On a motion made by Al Jezyk, seconded by Jim George, the Bill to be Paid for Roadmaster Payroll was approved. Estace Walters abstained from the vote.

On a motion made by Estace Walters, seconded by Jim George, the Bill to be Paid for Assistant Roadmaster was approved. Al Jezyk abstained from the vote.

Tax Collector

Real Estate Taxes Collected: \$7,141.09

Planning Commission

Al Jezyk referred to the April Planning Commission Meeting Minutes stating that the Planning Commission approved the Fetteroff plan and recommended approval of the Chris & Fannie Fisher flag lot.

Zoning Hearing Board

No action.

Zoning Report

Al Jezyk referred to the April Zoning Report stating eight inquiries were received and no zoning permits were issued.

Building Report

Al Jezyk referred to the April Building Report stating seven inspections were performed, six inquiries were received, and one building permit was issued.

Roadmaster

Roadmaster Estace Walters thanked the volunteers that helped with spring clean-up day. Estace referred to April Roadmaster report noting that he cleaned out drains, picked up tires, took trash to the landfill, looked at water that runs down Blake Road, cleaned and raked Baker Drive cul-de-sac, and Brian put up signs and Dave Harlan installed rip.

Jim George reminded residents to use common sense when crossing flooded roads.

Emergency Management Coordinator

Deputy Emergency Management Coordinator Milt Rudy presented the Board with agenda items for consideration. The agenda items included an organizational map for inspecting roads, an

agreement for emergency use of St. John's United Methodist Church, depth mark posting to bridges, and better communication with residents via flyers, website, reverse 911 calling, cell phone alerts, etc.

Estate Walters stated that there is concern for the safety of people while inspecting roads.

Al Jezyk stated that the website and newsletters could help with communication.

Public Comment: Suzanne Dougherty suggested posting information at the Post Office.

Trail Coordinator

Township Secretary Terri Kukoda reported that Pal Durborow phoned in his April trail report. Pal's trail report included that he inspected the Springlawn Road Trail after the storm and it was in good shape, and that he inspected Barren Road just prior to the storm but would inspect it again.

Oxford Area Recreation Authority

Al Jezyk referred to the April Oxford Area Recreation Authority Report noting that their workday went well, they look forward to doing more work with the park, and they hope to promote the park.

Historic Commission

No report.

OLD BUSINESS

No old business.

NEW BUSINESS

Stormwater Run-off at 5 Breckenridge Drive (Brian Martonix)

Brian Martonix stated that there is a lot of water running into the back of his house at 5 Breckenridge Drive and presented the Board with photos. Brian stated that he would appreciate the Board looking into the issue.

Estate Walters stated that the Board looked into this issue previously and it was determined that the water comes from a development and is doing what it is supposed to do.

Jim George stated that the Board might be able to help if there is an issue with the design or maintenance of a retention basin.

The Board agreed to look into the issue and consult the Township engineer if necessary.

Springlawn Road Trail

Suzanne Dougherty stated that the Strickersville Road underpass had graffiti on it within a week of being painted. Suzanne stated that whoever is doing it is parking under the tunnel and she suggested a trail camera.

Al Jezyk stated that the Board would notify the PA State Police about the problem.

PUBLIC COMMENT

Deputy Emergency Management Coordinator Milt Rudy stated that the CRT course was worthwhile.

Meeting Adjourned at 7:50 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer