

**ELK TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
May 4, 2009**

The Elk Township Board of Supervisors 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

Appointment of Building Code Official to Administer and Enforce Building Code Ordinances and Uniform Construction Code.

The Board interviewed two (2) third-party companies for the position of Building Code Official – Keystone Municipal Services, Inc. and Municipal Support Services, Inc.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board appointed Thomas Lowry of Municipal Support Services as Building Code Official to Administer and Enforce Building Code Ordinances and Uniform Construction Code. The motion was unanimous.

Appointment of Zoning Officer and Codes Enforcement Officer

The Board interviewed two (2) third-party companies for the position of Zoning Officer and Codes Enforcement Officer – Keystone Municipal Services, Inc. and Municipal Support Services, Inc.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board appointed Thomas Lowry of Municipal Support Services, Inc. as Zoning Officer and Codes Enforcement Officer. The motion was unanimous.

Resolution No. 2009-09 Code of Ethics and Employment Policy

On a motion made by Estace Walters, seconded by Al Jezyk, the Board adopted Resolution No. 2009-09 Code of Ethics and Employment Policy. The vote was unanimous.

Post Office Committee Lease

The Township Solicitor has provided for the Board's approval a revised Post Office Committee Lease. Pal Durborow stated that the lease has been updated but is mostly the same as the previous lease.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board approved the Post Office Committee Lease provided by the Township Solicitor, and agreed to forward the lease to the Post Office Committee. The vote was unanimous.

Oxford Area Recreation Authority - 2008 Financial Statement and 2009 Budget

Pal Durborow referred to the Oxford Area Recreation Authority's 2008 Financial Statement and 2009 Budget.

Union Fire Company - Meeting with Officials May 20, 2009

The Union Fire Company has invited the Board to attend the May 20, 2009 meeting with officers of the Fire Company and Ambulance Division.

Oxford Regional Emergency Management – May 28, 2009 Meeting & By-Laws

Oxford Regional Emergency Management (OREM) has scheduled a meeting on May 28, 2009 for adoption of the OREM By-Laws.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to designate Alan Kennedy to sign the Oxford Regional Emergency Management By-Laws. The vote was unanimous.

Linda Luker Correspondence dated April 16, 2009

Pal Durborow referred to Linda Luker correspondence dated April 16, 2009 regarding junkyards in the Township. Pal stated that the Board would consult with the Township Solicitor and Township Zoning Officer.

Chester County Health Department Swine Flu Update #2

Pal Durborow referred to Chester County Health Department Swine Flu Update #2.

Consumer Protection Act (Act 132 of 2008)

Pal Durborow read aloud Office of Attorney General correspondence dated April 20, 2009 advising that the Consumer Protection Act (Act 132 of 2008) takes effect July 1, 2009. The Act requires contractors who perform home improvements to register with the Office of the Attorney General.

Project Graduation

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to a \$250.00 donation to Project Graduation.

Dougherty Barn (Long View Farms Subdivision)

The Board has been asked to consider using the Dougherty Barn in the Long View Farms Subdivision for community purposes. The Board agreed to research this option prior to final approval of the plan, and that restoration costs would need to be considered.

STAFF REPORTS

Secretary's Report

On a motion made by Estace Walters, seconded by Albert Jezyk, the April 6, 2009 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 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: \$1,347.57

Planning Commission

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

Zoning Hearing Board

The TJA Properties (TOJO Mushrooms) Zoning Hearing has been postponed indefinitely. The hearing will be advertised and adjacent property owners notified when rescheduled.

Zoning Officer

No report.

Roadmaster

Roadmaster Estace Walters referred to the April Roadmaster Report stating that potholes were patched; some of the Post Office parking lot was dug out and stone/binder put down; rip rap was put down on Glen Hope Road; patching will continue; trash from clean-up day was taken to the landfill; and that the Township truck was washed. Estace stated that he is looking into tar and chipping some Township roads.

Post Office Committee

Township Auditor Phyllis Moore audited the Post Office Committee on May 4, 2009.

Historic Commission – Historic Resources Inventory and Historic Preservation Ordinances

The Historic Commission has provided the Board with the Elk Township Historic Resources Inventory, and is researching historic preservation ordinances for the Board's consideration.

Open Space Committee

Melanie Hesse stated that the April 28th Open Space Committee public meeting was well attended.

OLD BUSINESS

Township Building

The following quotes were received for painting the ceiling in the Township Building: Bell Painting and Wallcovering, Inc. in the amount of \$3,495.00 and Nottingham Homes in the amount of \$4,900.00.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to accept the Bell Painting and Wallcovering, Inc. quote in the amount of \$3,495.00 for painting the ceiling in the Township Building. The vote was unanimous.

Springlawn Road Trail

Pal Durborow stated that one sign was replaced in the Springlawn Road Trail and that the trail is in good condition.

NEW BUSINESS

No new business.

PUBLIC COMMENT

Thomas Shar asked if the Township would present any expert witnesses in the TOJO Mushrooms Zoning Hearing. Pal Durborow stated that the Board would need to consult with Township Solicitor.

Penny DeFrank asked about the clean-up day sign and Suzanne Dougherty suggested putting a notice at the Post Office.

There was no further public comment.

Meeting Adjourned at 7:36 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer