

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

**Resolution No. 2009-15 Tree Removal Procedures**

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board approved Resolution No. 2009-15 Tree Removal Procedures. The vote was unanimous.

**Resolution No. 2009-16 Fee Schedule for Appeal to the Uniform Construction Code**

Pal Durborow provided a brief overview of the fee schedule for appeals to the Uniform Construction Code.

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board approved Resolution No. 2009-16 Fee Schedule for Appeal to the Uniform Construction Code. The vote was unanimous.

**Resolution No. 2009-17 Fee Schedule for Administration and Enforcement of the Pennsylvania Construction Code Act**

Pal provided a brief overview of the fee schedule for administration and enforcement of the Pennsylvania Construction Code Act. The Board agreed to continue to review fees and revise the schedule if necessary.

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board approved Resolution No. 2009-17 Fee Schedule for Administration and Enforcement of the Pennsylvania Construction Code Act. The vote was unanimous.

**Resolution No. 2009-18 General Fee Schedule**

Pal Durborow provided a brief overview of the general fee schedule.

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board approved Resolution No. 2009-18 General Fee Schedule. The vote was unanimous.

**Uniform Construction Code Joint Appeals Board Terms & Appointments**

On a motion made by Estace Walters, seconded by Al Jezyk, Board appointed the following members to the Joint Appeals Board:

<u>Member</u>	<u>Reappointment Date</u>
Dan Dollinger	2010
Ed Holbrook	2011

Scott Moran	2012
Bob Ritchie	2013
William Sumner	2014
Bruce Vanderhoef	2010
Jeffery Young	2011

The vote was unanimous.

**PA 19351 Post Office Committee Lease**

Post Office Committee Member Mary Gruber stated that the Committee could not sign the lease as written. Pal Durborow agreed that the Township Solicitor would meet with the Board and the Committee to discuss the lease.

**The Bluffs at Big Elk Creek**

The Township Engineer has advised that there are three remaining stormwater basin issues to be addressed. The Developer will coordinate with the Township Engineer the remaining site work and inspections.

**Township Building Hall Rental**

The Board agreed that Township Building Hall may be rented and that the well issues will be resolved.

**STAFF REPORTS**

**Secretary's Report**

On a motion made by Estace Walters, seconded by Albert Jezyk, the September 7, 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 October, 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: \$193.33

**Planning Commission**

Pal Durborow referred to the August Planning Commission Minutes stating that the Commission would like to meet with Stan Corbett to review the Long View Farms Subdivision.

Pal Durborow referred to the September Planning Commission Minutes stating the following were reviewed: new correspondence, a 3-lot subdivision plan with no construction in Elk Township, and URS correspondence regarding Long View Farms.

### **Zoning Hearing Board**

The TJA Properties (TOJO Mushrooms) Zoning Hearing has been scheduled for October 27, 2009 at 7:00 PM.

### **Building Inspector/Zoning & Codes Enforcement Officer**

Pal Durborow referred to Thomas Lowry's September Report stating that three (3) permits were issued (two sheds and one alteration); sixteen (16) inspections were performed; and thirty-two (32) inquiries were received.

Code enforcement issues included drafting ordinances for weeds, rubbish and abandoned vehicles; drafting a permit fee schedule; and follow-up on a Hickory Hill Road dog barking.

### **Roadmaster**

Roadmaster Estace Walters referred to the September Roadmaster Report stating that he "weed-eated" King Row Road and Route 472; took the Township truck for inspection; Brian Carter trimmed back a tree on King Row Road; and that work will begin on Glenn Hope Road.

### **Open Space Committee**

No Report.

### **Post Office Committee Report**

Pal Duborow referred to the Post Office Committee October 5, 2009 Quarterly Report showing a starting balance of \$15,725.23, income of \$1,374.00, expenses of \$800.00, and an ending balance of \$16,299.23.

Mary Gruber stated that the Post Office Building has refurbished fixtures but needs repainting, tile repair and new flooring in the bathroom. The parking lot needs to be striped and a landscaping plan is being prepared.

Postmaster Joe McKeon expressed concern about the condition of the parking lot at the ramp and drop-box.

### **HISTORICAL COMMISSION**

Mary Gruber stated that the Commission has been reviewing historical preservation ordinances.

### **OLD BUSINESS**

#### **Springlawn Road Trail**

The Board agreed to install the lock-boxes for the Springlawn Road Trail.

#### **State Road and Chrome Road Intersection**

The Township has received a request for a four-way stop sign at the intersection of State Road and Chrome Road. The Board agreed to add this issue to the list for Penn DOT.

### **NEW BUSINESS**

No new business.

**PUBLIC COMMENT**

No public comment.

Meeting Adjourned at 7:50 PM.

Respectfully Submitted,

Terri Kukoda  
Secretary/ Treasurer