

**ELK TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
September 6, 2011**

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**

There was no public comment.

**ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE**

**Executive Session with Township Solicitor August 30, 2011**

Pal Durborow stated that an Executive Session was held with the Township Solicitor on August 30, 2011. Legal issues discussed included The Bluffs at Big Elk Creek, the Peacedale Court Subdivision, TOJO Mushrooms, and Gary & Vivian Stacy Reimbursement Request.

**The Bluffs at Big Elk Creek Subdivision Dedication of Roads**

The dedication of The Bluffs at Big Elk Creek was tabled until all legal documents are submitted. The legal documents required include signed deeds for roads, proof of recording of drainage easements to HOA, signed maintenance agreement, and financial security in the amount of \$85,559.30.

**Resolution No. 2011-09 Emergency Services Provider**

On a motion made by Estace Walters, seconded by Al Jezyk, the Board adopted Resolution No. 2011-09 Emergency Services Providers. The vote was unanimous.

**Resolution No. 2011-10 Emergency Operations Plan of Elk Township**

On a motion made by Estace Walters, seconded by Al Jezyk, the Board adopted Resolution No. 2011-10 Emergency Operations Plan of Elk Township. The vote was unanimous.

**2011/2012 Roadwork Material & Equipment Rental Bid Proposals - Blacktop Mixes; Liquid Asphalt; Roadwork Equipment Rental**

The Township received the following 2011/2012 Roadwork Material & Equipment Rental Bid Proposals:

1. Harlan Construction Company Roadwork Equipment Rental in the amount of \$27,300.00.

No bid proposals were received for Blacktop Mixes or Liquid Asphalt.

On a motion made by Estace Walters, seconded by Al Jezyk, the 2011/2012 Roadwork Equipment Rental was awarded to Harlan Construction Company. The vote was unanimous.

**Gary & Vivian Stacy Reimbursement Request**

The Township Solicitor has advised that the property line between the post office and adjacent Maryland property be surveyed to confirm who owns the trees.

On a motion made by Al Jezyk, seconded by Estace Walters, the Board agreed to have the property line between the post office and adjacent Maryland property surveyed. The vote was unanimous.

**The Estate of Jean S. Buchanan Final Minor Subdivision Plan – URS  
Correspondence dated 8/29/11 and Chester County Planning Commission**

**Correspondence dated 8/1/11**

Pal Durborow referred to URS Corporation correspondence dated August 29, 2011 providing review comments on The Estate of Jean S. Buchanan Final Minor Subdivision Plan. The review comments include that there are no objections to the Waiver Requests for Section 401.B.7, Section 402.C.2, Section 401.C.3, and Section 517.B of the Elk Township Subdivision & Land Development Ordinance.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board granted the following Elk Township Subdivision and Land Development Ordinance Waiver Requests for The Estate of Jean S. Buchanan Final Minor Subdivision Plan: Section 401.B.7, Section 401.C.2, Section 401.C.3, and Section 517.B. The vote was unanimous.

Pal Durborow referred to Chester County Planning Commission correspondence dated September 1, 2011 providing review comments on The Estate of Jean S. Buchanan Final Minor Subdivision Plan.

**2011/2012 Chrome Barrens Hunting Permits**

Pal Durborow stated that thirty (30) applications to hunt in the Chrome Barrens Preserve were received and that last year the Township approved fifty (50) permits.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board approved thirty (30) 2011/2012 Chrome Barrens Hunting Permits. The vote was unanimous.

**Chrome Barrens Preserve Signage**

Pal Durborow stated that the Township wouldn't be able to stop ATV's in the Chrome Barrens unless signage is installed. Pal explained that there is a company in Quarryville that can cut and power-coat the signs.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed that three (3) signs be made up for the Chrome Barrens Preserves. The vote was unanimous.

**Springlawn Road Trail Signage**

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to order signs for installation on the Springlawn Road Trail. The vote was unanimous.

### **Union Fire Company – Aero Medical Services**

Pal Durborow read aloud Township correspondence dated July 28, 2011 granting Chief Mark Vining the authority to make adjustments to the Aero Medical Services stream in the CAD system of Chester County as the Fire Department feels necessary.

### **County-wide Act 167 Stormwater Plan Meeting August 17, 2011**

Pal Durborow read aloud Stan Corbett's August 31, 2011 e-mail regarding the August 17, 2011 meeting on the County-wide Act 167 Stormwater Plan. Stan's e-mail included that the current Elk Stormwater ordinance will need to be revised or replaced with standards, which are in some cases, much stricter than the existing, and that the next meeting is scheduled for October 17<sup>th</sup>.

### **Oxford Area Recreation Authority Independent Auditor's Report**

Pal Durborow referred to Woolard, Krajnik, Masciangelo, LLP Independent Auditor's Report of the Oxford Area Recreation Authority as of December 31, 2010.

### **Representative Lawrence Town Hall Meeting October 20, 2011 at the Elk Township Building**

Representative John Lawrence will hold a Town Hall Meeting on October 20, 2011 at 7:00 PM at the Elk Township Building.

### **STAFF REPORTS**

#### **Secretary's Report**

On a motion made by Estace Walters, seconded by Al Jezyk, the August 1, 2011 Board of Supervisors Meeting Minutes were approved. The vote was unanimous.

#### **Treasurer's Report**

On a motion made by Estace Walters, seconded by Pal Durborow, the Bills to be Paid for September 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: \$218.40

#### **Planning Commission**

Pal Durborow referred to the August Planning Commission Meeting Minutes stating that they read the letter from the Fire Company requesting a locked entrance off Mt. Olivet Road, and that the commission feels that a Mt. Olivet entrance wouldn't save the fire company any time in accessing a storage area fire and that an additional entrance is a wasted expense; and that there was no comment on the Buchanan subdivision.

**Zoning Hearing Board T-Mobile Northeast LLC Variance Hearing for Co-location on Existing Tower at 170' Elevation UPI #70-3-3 253 Mt. Olivet Road**

The Zoning Hearing Board Attorney has not yet scheduled the T-Mobile Northeast LLC Variance Hearing for co-location on existing tower at 170' elevation UPI #70-3-3 253 Mt. Olivet Road.

**Zoning Officer**

Pal Durborow referred to the August Zoning Officer Report stating that ten inspections were performed, nine inquiries were received, and two permits were issued.

**Roadmaster**

Roadmaster Estace Walters referred to the August Roadmaster Report stating that he cut brush and tree limbs on Covered Bridge Lane, cut small trees on Route 472 and King Row Road, cleaned up mud and stones at the King Row Road covered bridge, took Dave Harlan around to show him road work, Brian and he got tree limbs off township roads and cut up a big tree on Old Forge Road, he had Snyder & Sons take two trees down at Route 472 and Glen Hope Road, and Brian put up the No Outlet sign at Schoolhouse Lane.

**Post Office Committee**

No report.

**Open Space Committee**

No report.

**OLD BUSINESS**

No old business.

**NEW BUSINESS**

**Oxford Area Multi-Municipal Comprehensive Plan**

Al Jezyk suggested adding a link on the Township website to the Oxford Area Multi-Municipal Comprehensive Plan.

**Real Estate & Earned Income Tax Collection**

Estace Walters stated that the Board might need to look into how Real Estate taxes are collected and might need to revisit the Open Space Earned Income Tax.

**PUBLIC COMMENT**

No public comment.

Meeting Adjourned at 7:55 PM.

Respectfully Submitted,

Terri Kukoda  
Secretary/ Treasurer