

**ELK TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
September 3, 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 that OXREM has a drill scheduled for October 24th. The drill will simulate an emergency response to a weather related event.

PSATS Active Shooter Poster & Training

Pal Durborow referred to PSATS August 2013 News Bulletin regarding the PSATS Active Shooter Poster and Training. PSATS has provided Townships with a poster to educate township officials and the public on how to respond in the event of an active shooter incident.

Draft Non-electoral Debt Ordinance & Debt Statement Pursuant to Section 8110 Local Government Unit Debt Act

Pal Durborow stated that an ordinance would be required for the Township to borrow money. The Board has looked at all the angles and feels that borrowing money won't be necessary.

Chester County Challenge Grant Program - Miller Agreement Letter

Pal Durborow referred to Elk Township correspondence dated August 19, 2013 to the Chester County Agricultural Land Preservation Program Board confirming that Elk Township agrees to 50% of the appraised purchase price to be paid in one lump sum at the time of closing.

Chester County Challenge Grant Program Application - Wilson King Commitment Letter

Pal Durborow referred to Elk Township correspondence dated August 5, 2013 to the Chester County Agricultural Land Preservation Program Board confirming that Elk Township agrees to commit 50% of the value for the Wilson King Tax Parcel #70-3-22

Brandywine Conservancy Correspondence dated 8/23/13 - Preservation Partnership Program Fisher Conservation Easement

Pal Durborow referred to Brandywine Conservancy correspondence dated August 23, 2013 informing Elk Township that the Stephen and Lydia Fisher property has been preserved with a conservation easement.

Brandywine Conservancy Correspondence dated 8/23/13 - Preservation Partnership Program Robbins Conservation & Trail Easement

Pal Durborow referred to Brandywine Conservancy correspondence dated August 23, 2013 informing Elk Township that the Barbara Robbins property has been preserved with a conservation easement.

2013/2014 Permit to Hunt in the Chrome Barrens Conservancy

On a motion made by Estace Walter, seconded by Al Jezyk, the Board approved forty-one (41) Permits to Hunt in the Chrome Barrens Conservancy.

URS Correspondence dated 8/12/13 - TOJO Mushrooms (TJA Properties) Water Supply Hydrogeologic Investigation Report

Pal Durborow referred to URS correspondence dated August 21, 2013 regarding the TOJO Mushrooms (TJA Properties) Water Supply Hydrogeologic Investigation Report. The Report was submitted pursuant to Conditions 38 and 39 of the Special Exception Use & Variance Approval granted on January 21, 2010. URS comments include that URS believes that Condition 38 is satisfied; Condition 39 has not been fully addressed; Table 1 project phasing is inconsistent with the prior land development plan submission; regulatory oversight for the proposed water supply should be included in the plan notes; and the Applicant should coordinate with the Township Solicitor on the applicability of Act 46 (Permit Extensions Law).

URS Correspondence dated 8/23/13 – Chester County Act 167 Stormwater Management Plan

Pal Durborow referred to URS correspondence dated August 23, 2013 regarding the Chester County Act 167 Stormwater Management Plan. The County has advised that all municipalities must adopt a new or amended stormwater management ordinance incorporating the minimum standards of the Act 167 plan. The deadline for completing and adopting the new or amended ordinance is January 2, 2014. URS recommends that Elk Township consider enacting a new stormwater ordinance based on the County model.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to authorize URS to prepare a new stormwater management ordinance. The vote was unanimous.

Assignment of Lease – United States Postal Service Lease

Pal Durborow stated that the Post Office Committee has signed the Assignment of Lease – United States Postal Service Lease.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to accept the Assignment of Lease for the United States Postal Service Lease. The vote was unanimous.

Penn DOT Correspondence dated 8/26/13 – New/Reduced Weight Restriction Signs for Bridges

Pal Durborow referred to Penn DOT correspondence dated August 26, 2013 regarding new/reduced weight restriction signs for Bridges. Pal stated that the new/reduced weight restriction signs for Elk Township bridges have been posted.

Township Building – Ceiling Repair Quotes

Pal Durborow stated that two (2) quotes for the ceiling repair are expected and that the entire center section may need to be replaced.

STAFF REPORTS

Secretary's Report

On a motion made by Estace Walters, seconded by Al Jezyk, the August 5, 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 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: \$466.72

Planning Commission

Pal Durborow referred to the August Planning Commission Meeting Minutes stating that the Commission reviewed the URS Hydrogeologic Report on the TOJO Mushroom property, and that the Commission would like to speak with Stan Corbett to discuss/learn the ramifications of the Report.

Zoning Hearing Board

No action.

Monthly Building Report

Pal Durborow referred to the August Building Report stating sixteen inspections were performed, thirty-one inquiries were received, and two permits were issued.

Monthly Zoning Report

Pal Durborow referred to August Zoning Officer Report stating one zoning permit was issued, ten inquiries were received, and one zoning inspection was performed.

Roadmaster

Estace Walters referred to the August Roadmaster Report stating that he cleaned up trash on Barren Road, cleaned out the area on Barren Road where stormwater runs down, cleaned up the intersection of State Road and Old Forge Road, and that Dave Harlan put rig rap in where needed and cold patched some areas. Estace stated that Dave Harlan will look at the driveway at Camp Bonsul Road where the bus turns around.

Historic Commission

No report.

OLD BUSINESS

Chrome Barrens Conservancy Trails

Pal Durborow stated that the Chrome Barrens trail opening ceremony is scheduled for September 8th at 1:00 PM. Pal stated that the trails are about 1½ mile long and are in good shape.

Robbins Property

Pal Durborow stated that the Robbins property trails signs have been posted.

NEW BUSINESS

No new business.

PUBLIC COMMENT

No public comment.

Meeting Adjourned at 7:30.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer