

**ELK TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
April 7, 2008**

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**

**Resolution No. 2008-01 Agricultural Security Area Kerr Property**

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board adopted Resolution No. 2008-01 accepting property owned by Gorden Kerr Tax Parcel #70-4-15.38 into the Elk Township Agricultural Area. The vote was unanimous.

**Resolution No. 2008-02 Agricultural Security Area Riggins Property**

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board adopted Resolution No. 2008-02 accepting property owned by Margaretta Riggins Tax Parcel #70-4-13.3A into the Elk Township Agricultural Area. The vote was unanimous.

**Agricultural Security Area Application Fisher Property**

An application for acceptance into the Elk Township Agricultural Security Area has been received for property owned by Stephen and Lydia Fisher Tax Parcel #70-3-38.3.

**American Towers Conditional Use Hearing**

The American Towers Conditional Use Hearing was held on March 24, 2008 and was approved with conditions.

**2007 Township Audit**

Pal Durborow referred to the Elk Township Audit Findings and Recommendations dated March 24, 2008 with two (2) findings. The first is a difference of \$130 between the 2007 ending balance and the amount reported to the state. The Auditors felt this is acceptable since it is a small amount and several adjustments were made from the 2006 audit. The second is that the handling of escrow is still problematic. The Auditors recommend moving the escrow from the General Fund into the Fiduciary Fund and will assist the Township Secretary with the transition.

**2008/2009 Roadwork**

The Board discussed the advantages and disadvantages participation in the 2008/2009 Oxford Area Regional Cooperative. The Board agreed to address the issue at the May Board of Supervisors Meeting.

### **Union Fire Company No. 1 Informative Meeting**

Pal Durborow referred to Union Fire Company No. 1 correspondence dated April 1, 2008 announcing an informative meeting to be held with the Union Fire Company officers and the Ambulance Division.

### **Spring Roadside Clean-up Day**

The spring roadside clean-up day is scheduled for April 19, 2008.

### **STAFF REPORTS**

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

On a motion made by Estace Walters, seconded by Albert Jezyk, the March 3, 2008 Board of Supervisors Meeting Minutes were approved. The vote was unanimous.

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

On a motion made by Pal Durborow, seconded by Estace Walters, the Bills to be Paid for April, 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: \$10,259.68

#### **Planning Commission**

Pal Durborow referred to the March Planning Commission Meeting Minutes stating that the Woolston plan was reviewed.

#### **Zoning Hearing Board**

No activity.

#### **Zoning Officer**

Pal Durborow referred to the March Zoning Office Report stating that two (2) Building Permits and two (2) Use & Occupancy Permits were issued. Code items included drainage improvement at Glen Hope and Elk Mills Road and lack of snow removal at The Bluffs at Big Elk Creek. On-going projects include The Bluffs at Big Elk Creek, various single homes and various inquiries regarding codes, zoning, etc.

#### **Roadmaster**

Roadmaster Estace Walters referred to the March Roadmaster Report stating that stone was spread on Blake Road; trash was picked up; potholes patched; signs installed; and property owners were contacted regarding tree branches hanging out in the road. Estace stated that he contacted PennDOT regarding the bridges on State Road and Reisler Road.

#### **Post Office Committee**

No report.

## **Historic Commission**

No report.

## **OLD BUSINESS**

### **The Bluffs at Big Elk Creek**

Pal Durborow referred to Gemcraft Homes correspondence received on March 6, 2008 responding to snow removal complaints in The Bluffs at Big Elk Creek. The Board agreed to follow-up with Gemcraft Homes regarding possible delays in response time due to the snow removal contractor being located in Thorndale.

### **Drainage Issues Hickory Hill, Glen Hope and Elk Mills Road**

#### **URS Correspondence dated March 31, 2008**

Pal Durborow referred to URS correspondence dated March 31, 2008 regarding recommendations for improving drainage at the Hickory Hill Road and Glen Hope Road intersection. The Board agreed to discuss this further with the Township Engineer and road contractor prior to proceeding.

### **Oxford Area Municipal Comprehensive Plan**

Al Jezyk stated that the Oxford Area Municipal Comprehensive Planning Committee March Meeting was very informative; and that the committee is in the process of compiling the results of the Historical Resources Surveys.

## **NEW BUSINESS**

### **Hickory Hill Road Covered Bridge**

The Board agreed to request that the county lower the signs on the Hickory Hill Road Covered Bridge warning cyclists to walk their bikes.

## **PUBLIC COMMENT**

John Groce stated that he received notification from Berkheimer Associates that the earned income tax would be collected quarterly.

Mark Plaughter asked if the Oxford Area Recreation Authority discussed the financial loss from the carnival.

Alan Kennedy stated that the local Emergency Management Coordinators propose the formation of a regional emergency management group within the Oxford Area School District.

Estate Walters stated apologized for missing the last Board of Supervisors, which he missed due to illness.

Meeting Adjourned at 8:05 PM.

Respectfully Submitted,

Terri Kukoda  
Secretary/ Treasurer