

**ELK TOWNSHIP BOARD OF SUPERVISORS  
REORGANIZATION MEETING MINUTES  
JANUARY 2, 2007**

The Elk Township Board of Supervisors meeting convened at 7:20 PM at the Elk Township Building, Lewisville, PA. The following Supervisors were present: Chairman Palmer Durborow, Vice Chairman Estace Walters and Member Albert Jezyk.

**REORGANIZATION OF ELK TOWNSHIP – 2007**

**Appointments/Reappointments:**

On a motion made by Estace Walters, seconded by Albert Jezyk, Pal Durborow was appointed as Chairman of the Board of Supervisors.

On a motion made by Albert Jezyk, seconded by Pal Durborow, Estace Walters was appointed as Vice Chairman of the Board of Supervisors.

On a motion made by Pal Durborow, seconded by Albert Jezyk, the following appointments/reappointments were made for the year 2007. The vote was unanimous.

Secretary/Treasurer	Terri Kukoda
Roadmaster	Estace Walters (Interim Roadmaster)
Assistant Roadmaster	To Be Determined
Building Inspector/Zoning Officer	George Guss
Engineer	URS Corporation
Alternate Engineer	To Be Determined
Solicitor	R. Samuel McMichael
Alternate Solicitor	To Be Determined
Planning Commission	Mark Gruber
	Delbert Steele
	Melanie Hesse
	Fran Dilenno
	Thomas Shar
	Mary Gruber, Secretary
Zoning Hearing Board	Samuel Smith
	Mark Plaugher
Signing of Checks	Two Signatures Required
	Supervisor/Treasurer
General Fund	People's Bank of Oxford & PLGIT
State Fund	PLGIT
Other Funds	Peoples Bank/PLGIT/Fulton Bank
Mileage Reimbursement	48.5 cents
Voting Delegate State Convention	Terri Kukoda
Newspaper of Record:	Chester County Press & Daily Local News
Treasurer's Bond:	\$500,000.00
Tax Collector's Bond	\$15,000.00
Fire Company	Union Fire Company

The Reorganization of the Board of Supervisors Meeting closed at 7:25 PM followed immediately by the Elk Township Board of Supervisors Meeting.

**PUBLIC COMMENT ON AGENDA ITEM**

No public comment.

**ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE**

**Resolution 2007-01 Fee Schedule**

On a motion made by Estace Walters, seconded by Albert Jezyk, **Resolution 2007-01 Building Permit Fee Schedule** was adopted. The vote was unanimous.

**Resolution 2007-02 Fee Schedule**

On a motion made by Estace Walters, seconded by Albert Jezyk, **Resolution 2007-02 Building Permit Fee Schedule** was adopted. The vote was unanimous.

**Woolston Preliminary/Final Subdivision Plan**

On a motion made by Estace Walters, seconded by Albert Jezyk, the Lake Roeder Hillard & Associates extension letter dated December 22, 2006 for the Woolston Preliminary/Final Subdivision Plan was accepted. The vote was unanimous.

**PSATS Annual State Convention**

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board authorized the Township Secretary and Township Roadmaster to attend the PSATS Annual State Convention as per the Second Class Township. The vote was unanimous.

**STAFF REPORTS**

**Secretary's Report**

On a motion made by Estace Walters, seconded by Albert Jezyk, the December 6, 2006 Special Meeting Minutes and the December 6, 2006 Board of Supervisors Meeting Minutes were approved. The vote was unanimous.

**Treasurer's Report**

On a motion made by Al Jezyk, seconded by Estace Walters, the Bills to be Paid for January, with the exception of Snyder & Sons, were approved. The vote was unanimous.

On a motion made by Al Jezyk, seconded by Pal Durborow, the Bill to be Paid for Snyder & Sons was approved. Estace Walters abstained from the vote.

**Tax Collector**

Real Estate: \$492.24

**Planning Commission**

Pal Durborow referred to the December Planning Commission Meeting Minutes.

**Zoning Hearing Board**

No activity.

### **Zoning Officer**

Pal Durborow referred to the December Zoning Officer Report stating that one (1) Building Permit and one (1) Use & Occupancy Permit were issued. On-going projects include The Bluffs at Big Elk Creek, various single homes and various inquiries regarding codes, zoning, etc.

### **Roadmaster**

Roadmaster Estace Walters stated that other than patching potholes, there was not much activity regarding roads.

### **Post Office Committee**

Pal Durborow referred to the 3<sup>rd</sup> Quarter Post Office Committee Report.

### **Historic Commission**

Pal Durborow referred to the 2006 Historic Commission Report. The Board approved of a historic display area to be created in the Township Building. The Board requested that the Historic Commission contact the church to try to determine who owns the piano.

### **OLD BUSINESS**

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

Pal Durborow stated that he is following-up with the Zoning Officer in regards to ditching at The Bluffs at Big Elk Creek.

#### **273 Camp Bonsall Road**

Pal Durborow stated that the Zoning Officer has been researching as to whom currently is responsible for the 273 Camp Bonsall Road property.

### **NEW BUSINESS**

No new business.

### **PUBLIC COMMENT**

No public comment.

Meeting Adjourned at 7:50 PM.

Respectfully Submitted,

Terri Kukoda  
Secretary/ Treasurer