

**ELK TOWNSHIP BOARD OF SUPERVISORS  
REORGANIZATION MEETING MINUTES**

**JANUARY 3, 2006**

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.

**REORGANIZATION OF ELK TOWNSHIP – 2004**

**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 Estace Walters, seconded by Albert Jezyk, the following appointments/reappointments were made for the year 2006. The vote was unanimous.

Secretary/Treasurer	Terri Kukoda
Roadmaster	Michael Arbolino
Assistant Roadmaster	Frank Spor
Building Inspector/Zoning Officer	George Guss
Engineer	URS Corporation
Alternate Engineer	Yerkes Associates
Solicitor	R. Samuel McMichael
Alternate Solicitor	To Be Determined
Planning Commission	Mark Gruber
	Delbert Steele
	Melanie Hesse
	Tonya Neville
	Fran DiLenno
	Mary Gruber, Secretary
Zoning Hearing Board	
	Samuel Smith
	Mark Plaughter
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	
Voting Delegate State Convention	Albert Jezyk/Alternate Terri Kukoda
Newspaper of Record:	<i>Chester County Press &amp; Daily Local News</i>
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 7:15 PM followed immediately by the Elk Township Board of Supervisors Meeting.

**PUBLIC COMMENT ON AGENDA ITEM**

No public comment.

**ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE**

**Resolution 2006-01 Zoning Hearing Board Members**

On a motion made by Estace Walters, seconded by Albert Jezyk, **Resolution 2006-01 Zoning Hearing Board Members** was adopted. The vote was unanimous.

**Resolution 2006-02 Fee Schedule**

On a motion made by Estace Walters, seconded by Albert Jezyk, **Resolution 2006-02 Fee Schedule** was adopted. The vote was unanimous.

**Resolution 2006-03 Building Permit Fee Schedule**

On a motion made by Estace Walters, seconded by Albert Jezyk, **Resolution 2006-03 Building Permit Fee Schedule** was adopted. The vote was unanimous.

**Long View Farms Preliminary Subdivision Plan (Dougherty Property)**

On a motion made by Estace Walters, seconded by Albert Jezyk, the Government Specialists, Inc. extension letter dated January 2, 2006 for the Long View Farms Preliminary Subdivision Plan was accepted. The vote was unanimous.

**Steichen Final Subdivision Plan**

On a motion made by Estace Walters, seconded by Albert Jezyk, the Tristan Steichen extension letter dated December 29, 2005 for the John Carl & Elizabeth Steichen Final Subdivision Plan was accepted. The vote was unanimous.

### **Constable Resignation**

A Letter of Resignation from the elected position of Elk Township Constable dated December 26, 2005 has been received from William F. Woolston.

### **Wilson King Right-of-Way Permission Request**

Pal Durborow referred to URS correspondence dated January 3, 2006 recommending various issues be addressed prior to the Township granting permission to locate a force main within the right-of-way of Barren Road.

### **Executive Sessions**

Executive Sessions with the Township Solicitor and Township Engineer were held on December 21<sup>st</sup> and December 28<sup>th</sup> to discuss various legal and engineering issues. An Executive Session was held with representatives of the Brandywine Conservancy on December 14<sup>th</sup> to discuss open space financing options.

### **Chester Water Authority**

Pal Durborow stated that there has been no new action regarding Chester Water Authority's plan to bring public water into the Township.

### **Franklin Township Comprehensive Plan**

Franklin Township had submitted their Comprehensive Plan to the Chester County Planning Commission and adjoining Townships for review.

## **STAFF REPORTS**

### **Secretary's Report**

On a motion made by Estace Walters, seconded by Albert Jezyk, the December 21, 2005 Meeting Minutes were approved.

### **Treasurer's Report**

On a motion made by Estace Walters, seconded by Albert Jezyk, the Bills to be Paid for January were approved.

### **Tax Collector**

Real Estate: \$533.81

### **Planning Commission**

Pal referred to the December Planning Commission Meeting Minutes.

### **Zoning Hearing Board**

The application of Tristan Steichen for permission to subdivide a two-acre lot from a 32.9 acre parcel has been approved by the Zoning Hearing Board.

### **Zoning Officer**

Pal referred to the December Zoning Officer Report stating that three (3) Building Permits and two (2) Use & Occupancy Permits were issued. On-going projects include The Bluffs at Big Elk Creek, various single homes and various inquiries regarding codes, zoning, etc.

### **Roadmaster**

Michael Arbolino thanked the Board for re-appointing him as Roadmaster. Michael stated that the salt bins are stocked and stated that Brian Carter has been doing a good job with snow removal. Michael stated that there is a drainage problem on Barren Road and that a tree branch on Chrome Road was trimmed back by Snyder & Sons.

Estate Walters stated that the Board would like to deal with road issues at the beginning of the season and directed Michael to contact Dave Harlan to discuss.

### **OLD BUSINESS**

No old business.

### **NEW BUSINESS**

No new business.

### **PUBLIC COMMENT**

Mark Plaughter asked if there is a limit on the hours that builders may work in the Township. Pal referred Mark to Zoning Officer George Guss.

Meeting Adjourned at 7:45 PM.

Respectfully Submitted,

Terri Kukoda  
Secretary/ Treasurer