

**ELK TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING MINUTES
JANUARY 5, 2015**

The Elk Township Board of Supervisors Reorganization Meeting convened at 7:00 PM at the Elk Township Building, Lewisville, PA. The following Supervisors were present: Albert Jezyk, Jr., Estace Walters, and James George.

REORGANIZATION OF ELK TOWNSHIP

Appointment of Temporary Chairman

On a motion made by Estace Walters, seconded by Jim George, Al Jezyk was appointed as Temporary Chairman of the Board of Supervisors. Estace Walters abstained from the vote.

Appointment of Chairman

On a motion made by Estace Walters, seconded by Jim George, Al Jezyk was appointed as Chairman of the Board of Supervisors. Al Jezyk abstained from the vote.

Appointment of Vice Chairman

On a motion made by Jim George, seconded by Al Jezyk, Estace Walters was appointed as Vice Chairman of the Board of Supervisors. Estace Walters abstained from the vote.

Appointment of Township Roadmaster

On a motion made by Al Jezyk, seconded by Jim George, Estace Walters was appointed as Township Roadmaster. Estace Walters abstained from the vote.

Appointment of Township Assistant Roadmaster

On a motion made by Estace Walters, seconded by Jim George, Al Jezyk was appointed as Township Assistant Roadmaster. Al Jezyk abstained from the vote.

Appointment of Township Secretary/Treasurer & Open Records Officer

On a motion made by Estace Walters, seconded by Jim George, Terri Kukoda was appointed Township Secretary/Treasurer and Open Records Officer. The vote was unanimous.

Appointments, Designations & Selections

On a motion made by Estace Walters, seconded by Jim George, the following Appointments, Designations, and Selections were made:

Engineer: URS Corporation

Engineer (Alternate): TBD

Solicitor: R. Samuel McMichael

Zoning Hearing Board Solicitor: Parke, Barnes, Spangler, Oeste & Wood

Planning Commission Member: Thomas Shar – Four (4) Year Term

Planning Commission Secretary: Mary Gruber

Zoning Hearing Board Member: Suzanne Dougherty – Three (3) Year Term

Third-party Agency for Administration and Enforcement of the Uniform Construction Code: Accurate Building Inspections, Inc.

Zoning Officer: Scott Moran

Public Trails Coordinator: F. Palmer Durborow

Signing of Checks: Two Signatures Required (Board Member and Treasurer)
General Fund: National Penn (formerly People's Bank of Oxford), PLGIT
State Fund: PLGIT
Other Funds: National Penn (formerly Peoples Bank of Oxford), PLGIT, Fulton Bank

Fire Company: Union Fire Company No. 1
Mileage Reimbursement: IRS Standard Mileage Rate
Newspapers of Record: Chester County Press & Daily Local News
PSATS Annual Educational Conference & Trade Show Authorized Attendees: Board of Supervisors, EMC, Secretary, Roadmaster, Assistant Roadmaster
PSATS Annual Educational Conference & Trade Show Voting Delegate: Township Secretary/Treasurer
Tax Collector's Bond: To be set by Clerk of Courts.
Treasurer's Bond: \$500,000.00

The vote was unanimous.

PUBLIC COMMENT ON AGENDA ITEMS

There was no public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

Resolution No. 2015-01 Appointment of Zoning Hearing Board Member Suzanne Dougherty

On a motion made by Estace Walters, seconded by Al Jezyk, the Board adopted Resolution No. 2015-01 Appointment of Zoning Hearing Board Member Suzanne Dougherty. The vote was unanimous.

URS Corporation 2015 Planning and Engineering Services Agreement

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to sign the URS Corporation 2015 Planning and Engineering Services Agreement. The vote was unanimous.

Agreement between Elk Township and Scott Moran

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to sign the Agreement between Elk Township and Scott Moran. The vote was unanimous.

Agreement between Elk Township and Accurate Building Inspections, Inc.

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to sign the Agreement between Elk Township and Accurate Building Inspections, Inc. The vote was unanimous.

PSATS UC Group Trust Ordinance

Al Jezyk stated that the Township Solicitor is reviewing the draft PSATS UC Group Trust Ordinance for adoption at a later date.

Armstrong Cable Franchise Agreement

Al Jezyk stated that the Township Solicitor is reviewing the Armstrong Cable Franchise Agreement renewal.

Nellius Elk Township Erosion & Sedimentation and Stormwater Management Plan dated 1/22/14 Latest Revision 11/25/14 – Scott Moran Correspondence dated January 5, 2015

Al Jezyk referred to Scott Moran correspondence dated January 5, 2014 confirming legal non-conformance and Zoning Ordinance compliance for the 2150 Lewisville Road property (Nellius

Elk Township Erosion & Sedimentation and Stormwater Management Plan dated January 22, 2014 (lastest Revision November 25, 2014).

STAFF REPORTS

Secretary's Report

On a motion made by Jim George, seconded by Estace Walters, the December 1, 2014 Board Meeting Minutes were approved. The vote was unanimous.

Treasurer's Report

On a motion made by Estace Walters, seconded by Jim George, the Bills to be Paid for January, with the exception of Roadmaster Payroll, were approved. The vote was unanimous.

On a motion made by Al Jezyk, seconded by Jim George, the Bill to be Paid for Roadmaster Payroll was approved. Estace Walters abstained from the vote.

Tax Collector

December 2014: \$358.61

Total 2014: \$24,145.79

Planning Commission

Al Jezyk referred to the December Planning Commission Meeting Minutes stating that Stan Corbett, Albert Jezyk, Estace Walters, and Jim George attended to discuss concerns with cluster development in R1, R2, and AP zoning.

Zoning Hearing Board

No action.

Building/Zoning Report

Al Jezyk referred to the December Building/Zoning Report stating that one occupancy permit was issued, no building/zoning permits were issued, and one complaint was received.

Roadmaster

Roadmaster Estace Walters referred to the December Roadmaster Report stating that he cold patched a few potholes, took three loads of trash to the dump, and cut back a few limbs on Glen Hope Road.

Emergency Management Coordinator

No report.

Oxford Area Recreation Authority

Al Jezyk referred to the Oxford Area Recreation Authority December report stating that approval of the budget has been delayed and that there was a question on the formula used to decide Townships contribution to the Authority each year.

Historic Commission

No report.

OLD BUSINESS

Lincoln Property

Al Jezyk stated that settlement took place for the Lincoln property, which is now owned by the Township.

Public Comment: Michele Peterson asked what the plan is for the Lincoln property.

Al Jeyzk stated that the current plan is to rent the house.

Jim George stated that the Board will look into converting the existing garage to salt storage.

Township Building Emergency Lighting

Al Jezyk stated that the emergency lights in the Township Building will be fixed.

NEW BUSINESS

No new business.

PUBLIC COMMENT

No public comment.

Meeting Adjourned at 7:30 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer