

**ELK TOWNSHIP BOARD OF SUPERVISORS  
MEETING MINUTES  
OCTOBER 5, 2015**

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

**PUBLIC COMMENT ON AGENDA ITEMS**

There was no public comment.

**ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE**

**Ordinance No. 2015-03 Motor Vehicle Size Limitation Ordinance of Elk Township**

Al Jezyk stated that there is heavy truck traffic on Barren Road and Elk Township has been working with East Nottingham Township to limit heavy trucks. Al provided an overview of the proposed Motor Vehicle Size Limitation Ordinance of Elk Township and stated that it has been advertised as required.

Public Comment: Lin Klein asked if the ordinance applies only to Barren Road. Joe Hyatt stated that Route 472 is in bad condition because of trucks. Milt Rudy asked where was the ordinance advertised.

Jim George stated that the ordinance applies only to Barren Road

Estace Walters stated that Route 472 is owned by the State which means the Township has no control.

Al Jezyk stated that the proposed ordinance was advertised in the Chester County Press.

On a motion made by Jim George, seconded by Estace Walters, the Board enacted Ordinance No. 2015-03 Motor Vehicle Size Limitation Ordinance of Elk Township. The vote was unanimous.

**Draft Ordinance Determining Compensation of Supervisors Compensation (for Supervisors entering office after effective date of ordinance)**

Al Jezyk read aloud the draft Ordinance Determining the Compensation of Supervisors of Elk Township. Al stated that the Ordinance would apply to Supervisors entering office after the effective date.

Public Comment: Donna Ellingsen requested that draft ordinances be posted on the Township website.

The Board agreed to post draft ordinances on the Township website.

On a motion made by Jim George, seconded by Al Jezyk, the Board authorized the Township Solicitor to advertise the Ordinance Determining the Compensation of Supervisors of Elk Township. Estace Walters abstained from the vote.

**Draft Zoning Ordinance Amendment – CCPC Act 247 Review Request**

Al Jezyk stated that the draft Zoning Ordinance Amendment includes by-right uses and other zoning revisions and has been sent to Chester County Planning Commission for Act 247 Review.

**USPS Lease Renewal Terms & Authorization to Negotiate/Execute Lease**

Al Jezyk stated that the United States Post Office (USPS) Lease renewal terms include an increase in annual rent from \$6,156 to \$6,432 and a restriction in the parking lot area.

Jim George stated that Commercial Real Estate Services (CBRE) is negotiating the lease and the increased rent will cover CBRE's commission.

On a motion made by Estace Walters, seconded by Jim George, the Board agreed that it is authorized to negotiate/execute the USPS Lease Agreement. The vote was unanimous.

**Lancaster Home Builders Lot 1 & Lot 3 Agreements for Professional Plan Review Services**

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to sign the Lancaster Home Builders Lot 1 & Lot 3 Agreements for Professional Plan Review Services. The vote was unanimous.

**Lancaster Home Builders Erosion & Sedimentation/Stormwater Management Plans (Lot 1 & Lot 3) – AECOM (formerly URS) Correspondences dated 9/23/15**

Al Jezyk referred to AECOM (formerly URS) correspondences dated September 23, 2015 regarding the Lancaster Home Builders Erosion & Sedimentation/Stormwater Management Plans. AECOM's plan review includes zoning, stormwater and general comments to be addressed by the applicant.

**Henry E. Yoder Agreement for Professional Plan Review Services**

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to sign the Henry E. Yoder Agreement for Professional Plan Review Services. The vote was unanimous.

**Henry E. Yoder Simplified Stormwater Management Site Plan dated 9/21/15**

Al Jezyk stated the Township has received the Henry E. Yoder Simplified Stormwater Management Site Plan dated September 21, 2015, which will be forwarded to the Township Engineer for review.

**Union Fire Company No. 1 Fire Protection Agreement for 2016**

Al Jezyk stated that the Union Fire Company No. 1 Fire Protection Agreement for 2016 includes a property value millage increase of .0003, which is about \$2,300 more than last year.

On a motion made by Jim George, seconded by Estace Walters, the Board agreed to sign the Union Fire Company No. 1 Fire Protection Agreement for 2016 in the amount of \$28,853.43. The vote was unanimous.

**Union Fire Company No. 1 Ambulance Division Agreement for 2016**

Al Jezyk stated that the Union Fire Company No. 1 Ambulance Agreement for 2016 includes a property value millage rate of .000075 and agreement amount of \$7, 213.36.

Jim George stated that the millage is based on the total assessed value of real estate and the ambulance division is in dire straits and needs to bolster funds.

Public Comment: Lin Klein asked about the availability of fire company funds and stated that the ambulance charges patients. Milt Rudy stated that the ambulance division should be able to provide budget numbers.

Jim George stated that the Board can only go by the budget numbers provided and although the Fire Company does well, the ambulance division does not.

Estate Walters stated that Union Fire Company held a few meetings which the Board didn't attend and other Townships also have questions.

The Board agreed to table this until issue.

**Chester County Tax Collection Committee Annual Meeting 11/10/15; Appointment of Delegate to Chester County Tax Collection Committee**

Al Jezyk stated that Chip Lewis has resigned as delegate to the Chester County Tax Collection Committee.

The Board agreed to post the vacancy on the Township website.

**Department of the Auditor General Liquid Fuels Tax Fund Audit for 2014**

Al Jezyk stated that the Auditor General has completed the Liquid Fuels Tax Fund Audit for 2014 and that there were no findings.

**2016 Budget Work Meeting**

The Board agreed to schedule its 2016 Budget Work Meeting on Monday, October 2th at 6:30 PM.

**STAFF REPORTS**

**Secretary's Report**

On a motion made by Estate Walters, seconded by Al Jezyk, the September 5, 2015 Board of Supervisors Meeting Minutes were approved conditioned upon a correction to Page 2. The vote was unanimous.

**Treasurer's Report**

On a motion made by Estate Walters, seconded by Al Jezyk, the Bills to be Paid for October 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. Estate Walters abstained from the vote.

**Tax Collector**

September: \$307.54

**Planning Commission**

Al Jezyk referred to the September Planning Commission Meeting Minutes stating that the name on of the adjoining property owner on the Gregg Subdivision Plan is incorrect.

**Zoning Hearing Board**

No activity.

**Building/Zoning Report**

Al Jezyk referred to the August and September Building/Zoning Reports noting one (1) zoning permit issued and three (3) complaints received.

**Roadmaster**

Roadmaster Estace Walters reported that he cut the branch off on Doherty Drive, cut a tree off of Glen Hope Road, got the Township truck fixed, weed eaten Brick Meeting House intersection, and fixed the sign at Baker Drive entrance. Estace stated that Dave Harlan will do work this month starting with Hickory Hill Road.

Public Comment: Mona Kadow stated that the roads in her development have potholes.

Estace Walters stated that he will cold-patch the potholes until Dave Harlan can fix them.

**Emergency Management Coordinator**

Emergency Management Coordinator Stephen Roberts reported that the County's radio system will provide greater coverage and better reception, and that the County is testing the new system which should be service by June.

Deputy Emergency Management Coordinator Milt Rudy stated that the new system will improve communication with the schools.

Estace Walters asked if the Township will receive new radios.

Stephen Roberts stated that the Township will receive two (2) new radios.

Al Jezyk thanked Stephen and Milt for their help.

**Trail Coordinator**

No report.

**Historic Commission**

No report.

**Oxford Area Recreation Authority**

No report.

**OLD BUSINESS**

**Township Building/Rental House**

Jim George stated that he hasn't had a chance to add shading to the Township Building outside light.

Al Jezyk stated that the Township Building ceiling repair needs to be done and the Board is still looking for a tenant for the rental house.

Public Comment: Milt Rudy stated that a neighbor saw all the lights left on in the rental house. Donna Ellingsen asked if the Board would consider lowering the rent and what is it costing the Township.

Jim George stated that he turned off all lights that were left on, he thinks the rent is reasonable, and the Township is paying just for the electricity.

**NEW BUSINESS**

No new business.

**PUBLIC COMMENT**

Public Comment: Sue Ellen Hunter and Melanie Ryan expressed concern about shotgun noise from a neighboring property. Sue Ellen requested that someone measure the noise and Melanie stated that the Zoning Ordinance references decibals.

The Board agreed to look into this with the Township Zoning Officer.

Meeting Adjourned at 8:30 PM.

Respectfully Submitted,

Terri Kukoda  
Secretary/ Treasurer