

**ELK TOWNSHIP BOARD OF SUPERVISORS
DRAFT MEETING MINUTES
June 7, 2021**

The Board of Supervisors June meeting began at 7:00 PM at the Elk Township Building. The following Supervisors were present: Chairman Albert Jezyk, Jr., Vice Chairman Estace Walters, and Member Milton Rudy.

Public Comment

No public comment

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

Carey Bressler, Director of Oxford Public Library

Carey Bressler, Director of the Oxford Public Library, provided an update on the Oxford Library. Carey thanked the Township for its continued support of the library. The library is fully opened and has in-person, outside, and virtual activities. The library is looking for locations for children's pop-up lending libraries and volunteers to build the lending libraries.

TOJO Mushrooms/Kaolin RE Holdings Corporation Peat Moss Building Relocation Exhibit; AECOM Memorandum dated 6/1/21

Dave Kegerize and Joe Scalise of Kaolin RE Holdings Corporation provided an overview of the field change request to relocate the peat moss building. Dave explained that the reason for the relocation is to avoid possible cross contamination and that Kaolin RE Holdings Corporation is requesting permission for the field change after which it will address the Township Engineers review comments. The Board agreed to follow-up with the Township Solicitor and Township Engineer on this issue.

Stormwater Site Plan and Operations & Management Plan" dated 11/12/19 Last Revised 5/3/21 for The Land Conservancy for Southern Chester County (Parking Lot Construction); Draft Stormwater Management Operations & Management Agreement; AECOM Correspondence dated 5/25/21; Register Associates, Inc. Correspondence dated 5/3/21

Albert Jezyk stated that the Township Engineer has no objections to a conditional approval of the Stormwater Site Plan and Operations & Management Plan" dated 11/12/19 Last Revised 5/3/21 for The Land Conservancy for Southern Chester County (Parking Lot Construction).

On a motion made by Albert Jezyk, seconded by Milt Rudy, the Board approved Stormwater Site Plan and Operations & Management Plan" dated 11/12/19 Last Revised 5/3/21 for The Land Conservancy for Southern Chester County (Parking Lot Construction) conditioned upon execution and recordation of the stormwater operations and management agreement as required by Section 402.F.2 of the Stormwater Management Ordinance. The vote was unanimous.

On a motion made by Albert Jezyk, seconded by Milt Rudy, the Board agreed to sign the "Stormwater Best Management Practices (BMPs) and Conveyance Operation and Management Agreement" for The Land Conservancy for Southern Chester County

conditioned upon the Township Solicitor's and Township Engineer's review of the agreement. The vote was unanimous.

American Rescue Plan Funding - DCED Single Application for Assistance w/Attachments; Authorized Representative (Township Secretary Terri Kukoda); U.S. Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds; NEU's Self-Certification of Budget Amount; Federal Accounting and Transparency Act Sub-recipient Data Sheet; Assurance of Compliance with Civil Rights Requirements

Albert Jezyk stated that the Township Secretary has completed and submitted DCED's Single Application for Assistance for the American Rescue Plan Funding. The total funding is \$178,775.02 which will be in two installments of \$98,387.51 in July 2021 and July 2022.

On a motion made by Albert Jezyk, seconded by Estace Walters, the Board authorized the Township Secretary Terri Kukoda to be the authorized representative for the American Rescue Plan Funding application. The vote was unanimous.

Board of Supervisors July Meeting

The Board's July meeting will be on Monday, July 12th at 7:00 PM.

Brandywine Conservancy Presentation on the Developable/Preservation Opportunity Analysis (July BOS Meeting)

Albert Jezyk stated that the Brandywine Conservancy will present the developable/preservation opportunity analysis at the Board of Supervisors July 12th meeting.

Invitation to Bid for 2021-2022 Roadwork Equipment Rental w/Operator, Snow Plowing/Ice Removal Services Equipment Rental w/Operator, Aggregate Materials, Blacktop Mixes, Liquid Asphalt

The Board agreed to proceed with advertising the Invitation to Bid for the 2021-2022 Roadwork Equipment Rental w/Operator, Snow Plowing/Ice Removal Services Equipment Rental w/Operator, Aggregate Materials, Blacktop Mixes, Liquid Asphalt. The bid opening and awarding of contracts will take place on July 12th.

STAFF REPORTS

Secretary's Report

On a motion made by Estace Walters, seconded by Milt Rudy, the Board of Supervisors May 3, 2021 Meeting Minutes were approved. The vote was unanimous.

Treasurer's Report

On a motion made by Albert Jezyk, seconded by Estace Walters, the Bills to be Paid for June were approved except for Roadmaster. The vote was unanimous.

On a motion made by Albert Jezyk, seconded by Milt Rudy, the bill to be paid for Roadmaster was approved. Estace Walters abstained from the vote.

Tax Collector

May 2021: \$6,755.14

Planning Commission

May Minutes: No new business.

Zoning Hearing Board

No action.

Zoning/Building Report April 2021

No report.

Roadmaster

Roadmaster Estace Walters reported that he cleaned up a couple of tires; shut down Camp Bonsul Road due to a tree off the road; had to shut down Hickory Hill Road due to tree across wires; and Chris mowed the Township and trail.

Trails Report

Estace Walters stated that Pal Durborow looked at the trails and there were three trees down in the Barrens.

Emergency Management Coordinator

Deputy Emergency Management Coordinator Milt Rudy reported that there has been no activity for the Oxford Regional Emergency Management.

Albert Jezyk stated that the Township is still looking for an Emergency Management Coordinator. Milt stated that the two (2) candidates have both declined.

Oxford Area Recreation Authority

May Report: park is open; board members and volunteers helped repair tire tracks; park fields are more popular this year; second trash pick-up may be needed each week; municipalities might receive CARES funds and may wish to consider helping the Authority if possible; OARA always makes a point to use funds carefully; looking at funding for improvements to Oaks Rd parcel; have applied for a 2020 Dockstader Foundation grant.

Open Space Committee

No activity.

OLD BUSINESS**Township Owned House**

Milt Rudy stated that the tenant is working with the County for rent assistance and the Township might receive three (3) months in advance.

Transportation Management Association of Chester County (TMACC)

Estace Walters stated that TMACC met and is looking at options to get traffic out of Oxford, and that TMACC got a grant for the Herr's intersection in Nottingham.

Enforcement Notice 1204 Old Forge Road

Estate Walters stated the Township has received a response from Mr. Sterling to the enforcement notice.

**Agreement of Sale and Funding Agreement for Purchase of Conservation Easement
(County's Challenge Grant Program)**

PUBLIC COMMENT

Donna Ellingsen stated that there was a write-in candidate for Auditor in the primary election.

Meeting Adjourned at 8:20 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer