

**ELK TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
June 6, 2022**

The Board of Supervisors June 6, 2022, meeting convened at 7:00 PM at the 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

Resolution No. 2022-07 Adopting the Emergency Operations Plan for Elk Township

On a motion made by Albert Jezyk, seconded by Milt Rudy, the Board adopted Resolution No. 2022-07 Adoption of the Emergency Operations Plan for Elk Township. The vote was unanimous.

Bid Proposals for Roadwork Equipment Rental; Snow Plowing/Ice Removal Services Equipment Rental; Aggregate Materials; Blacktop Mixes; and Liquid Asphalt

On a motion made by Albert Jezyk, seconded by Milt Rudy, the Board awarded the following bid contracts (one bid proposal received for each category):

Roadwork Equipment Rental – Harlan Construction Company
Snow Plowing/Ice Removal – Carter & Sons Lawncare, Inc.
Aggregate Materials – Allan Myers, L.P.
Blacktop Mixes – New Enterprise Stone & Lime Company., Inc.
No bid proposals received for Liquid Asphalt.

The vote was unanimous.

MS4 Waiver & Permit Application

On a motion made by Albert Jezyk, seconded by Milt Rudy, the Board agreed to submit the MS4 Waiver and Permit Application and \$2,500.00 application fee to the Pennsylvania Department of Environmental Protection. The vote was unanimous.

Martin Six Associates LP Property Acquisition (DCNR & County Grants) – Survey Proposals, Designation of Environmental Consultant for Phase 1 Environmental Site Assessment; Designation of Appraiser for Technical Review of Original Appraisal; Designation of Title Company for Title Insurance Policy; Authorization for Township Solicitor to Prepare Agreement of Sale and Deed Transfer to State

Albert Jezyk announced that the County has awarded up to \$327,172.00 to the Township for the acquisition and preservation of the Martin Six Associates property. DCNR requires a minimum of three (3) survey quotes/proposals and the Township received four (4) quotes/proposals (Concord Land Planners & Surveyors \$13,500; Crossan-Raimato, Inc. \$25,500; Land Grant Surveyors \$32,500; Howell Kline PLS \$38,800). The Board discussed whether it wants concrete monuments or pins and decided on pins.

On a motion made by Albert Jezyk, seconded by Milt Rudy, the Board awarded the survey contract to Concord Land Planners & Surveyors for \$13,500. The vote was unanimous.

On a motion made by Albert Jezyk, seconded by Milt Rudy, the Board agreed to have a Phase 1 Environmental Site Assessment done and designated ePhase 1 as the environmental consultant (\$2,750). The vote was unanimous.

On a motion made by Albert Jezyk, seconded by Milt Rudy, the Board designated Jacob Bohem as the appraiser to perform the technical review of the original appraisal (\$600 estimate). The vote was unanimous.

On a motion made by Albert Jezyk, seconded by Milt Rudy, the Board designated Ken West of Manito Abstract as the title company to provide the title insurance policy (\$7,171.88 all inclusive). The vote was unanimous.

On a motion made by Albert Jezyk, seconded by Milt Rudy, the Board authorized the Township Solicitor to prepare the legal documents including the Agreement of Sale and Deed Transfer from the Township to the State. The vote was unanimous.

Milt Rudy suggested adding information about the property to the Township website and include why we are doing it, how it is being paid for, etc.

AECOM Letter dated 5/10/22 Re: John S. & Miriam L. Stoltzfus Stormwater Management Plan (review of SWM plan submission)

Albert Jezyk stated that the Township Engineer has reviewed the John and Miriam Stoltzfus stormwater management plan and there are numerous review comments to be addressed.

YHA Companies Letter dated 5/24/22 Re: Byrd Site Development (revised stormwater management plan and report submitted for review)

Albert Jezyk stated that YHA Companies has submitted a revised stormwater management plan and report for the Byrd site development. The revised plan and report have been forwarded to the Township Engineer for review.

PEMA Letter dated 5/17/22 (PEMA's endorsement for appointment of Milt Rudy as EMC)

Albert Jezyk explained that PEMA has acknowledged the Township's recommendation to appoint Milt Rudy as Emergency Management Coordinator and sent its endorsement to Governor Tom Wolf's office for action (official appointment by the Governor).

Ehrlich's Inspection of the Township Building

Albert Jezyk explained that Ehrlich recently inspected the Township Building for termites/pests and the Board will follow-up on this.

STAFF REPORTS

Secretary's Report

On a motion made by Albert Jezyk, seconded by Milt Rudy, the May 2, 2022, Board of Supervisors Meeting Minutes were approved. The vote was unanimous.

Treasurer's Report

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

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

Tax Collector

May 2022: \$6,738.89

Planning Commission

May Minutes: No new business.

Historic Commission

Mary Gruber reported on the status of the agricultural heritage center, the Big Elk addition, and the Mason-Dixon Arc Corner Heritage Plan. There will be a presentation at the Cider Barn on June 24th at 4:00 PM.

Zoning Hearing Board

No activity.

Building/Zoning Report

No report.

Open Space Committee

No report.

Trails Report

Estate Walters reported that Chris Weaver mowed trails and installed cameras on the Barren Road trail.

Roadmaster

Roadmaster Estate Walters reported that he picked up and took trash to the dump; picked up a sectional couch dumped on Hickory Hill Road; got a call about a tree on Camp Bonsul Road and had Snyder and Sons cut as much as they could plus five or six more dead trees; during the storm, he and Chris cut up a big cherry tree from Hickory Hill Road; the next morning, Snyder and Sons removed a tree leaning onto Glen Hope Road; Brian cut up a tree from Old Forge Road; he asked Dave Harlan to patch holes on Hickory Hill Road; he got a call asking for paving of Old Forge Road; he called the State about potholes on their roads; he noticed a couple of spots forming in the paving across the Hickory Hill covered bridge and asked Dave to check it out.

Emergency Management Coordinator

Milt Rudy reported that the radio from FreCOM is completely installed and tested, and the handsets have been given to the Supervisors. We have additional handsets that can be distributed as needed.

Oxford Area Recreation Authority (OARA)

June Report: OARA held a dedication ceremony for the new Soldier's Cross monument; the ceremony included a prayer, taps, 21 gun salute, and ringing of the helmet by gold star families in memory of military members lost in service; thanks to West Nottingham Township and Elk Township for their generous donations helping make this possible; OARA continues towards development of the natural playground; OARA board is taking a look at how they operate and how they can prepare most effectively for the future; still need Elk Township to appoint a board member to replace Scott Fetterolf.

OLD BUSINESS

Sterling Violation Notice

Estate Walters reported that Mr. Sterling has not filed an appeal and Scott has set up a meeting with Mr, Sterling.

Township Building Painting

Albert Jezyk reported that more painting needs to be done on the Township building.

NEW BUSINESS

Township Rental House

Albert Jezyk reported that the outside spigot needs to be replaced and that he replaced the control box and capacitor on the pump, but it needs a filter.

PUBLIC COMMENT

No public comments.

Meeting Adjourned at 8:15 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer