

**ELK TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
May 2, 2022**

The Board of Supervisors May 2, 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

Lieutenant Daniel Steele, PA State Police Avondale Barracks

Lieutenant Daniel Steele of the PA State Police Avondale Barracks provided an overview of activity and stats for Elk Township. Lieutenant Steele feels that Elk Township is beautiful and one of quietest Townships served by the State Police. The Lieutenant reminded the Board to post speed limit signs where required which helps with enforcement.

Albert Jezyk thanked Lieutenant Steele and the State Police for their service.

Executive Session w/Attorney Vince Pompo on 5/2/22

Albert Jezyk announced that the Board held an Executive Session with Attorney Vince Pompo to discuss the Armstrong cable franchise agreement. Attorney Pompo will revise the draft agreement and continue negotiations with Armstrong.

Armstrong Amended and Restated Franchise Agreement

No discussion or action on at this agenda item.

Resolution No. 2022-06 Support for American Recovery Plan Grant Application to Chester County to House "Medic 94"

On a motion made by Estace Walters, seconded by Milt Rudy, the Board adopted Resolution No. 2022-06 Support for American Recovery Plan Grant Application to Chester County to House "Medic 94" (grant applicant). The vote was unanimous.

Invitation to Bid and Specifications for Roadwork Equipment Rental, Snow Plowing/Ice Removal Services Equipment Rental, Aggregate Materials, Blacktop Mixes, and Liquid Asphalt

The Board reviewed the invitation to bid and specs for the roadwork equipment rental and roadwork materials. The invitation to bid will be placed in the May 4th and 11th editions of the Chester County Press with the bid opening and awarding on Monday, June 7th.

John & Miriam Stoltzfus Application for Stormwater Management; Proposed Recreation Area (2,000 sq. ft.) & Proposed Pavilion (1,200 sq. ft.); Tax Parcel 70-3-15; 1005 Barren Road, Oxford PA

An application for stormwater management has been submitted by John and Miriam Stoltzfus for a proposed recreation area and pavilion. The application for stormwater management submission has been forwarded to the Township Engineer for review.

Agreement for Professional Review Services between John S. and Miriam L. Stoltzfus and Elk Township (review of the Application for Stormwater Management)

On a motion made by Estace Walters, seconded by Milt Rudy, the Board agreed to sign the Agreement for Professional Review Services between John S. and Miriam L. Stoltzfus and Elk Township. The motion was unanimous.

Oxford Area Senior Center Letter dated 4/11/22 Re: Local American Rescue Plan Act (ARPA) Funding

Albert Jezyk referred to Oxford Area Senior Center's letter requesting that the Board consider allocating American Rescue Plan funds to the center so that it can address the demand for services. The Board will keep this request in mind when allocating American Rescue Plan funds.

Penn DOT Letter dated 4/12/22 Acknowledging Receipt of Deposit Information to Township's Liquid Fuels Tax Fund (\$11,920.01); No Further Action by Township Required

Albert Jezyk referred to Penn DOT's letter acknowledging receipt of the \$11,902.01 deposit information to the Liquid Fuels Tax Fund. No further action by the Township is required.

Township Solicitor R. Samuel McMichael Letter dated 4/8/22 Re: Merger of McMichael, Heiney, Sebastian, LLC & Lamb McErlane PC

Albert Jezyk referred to Township Solicitor Sam McMichael's letter regarding the merger of McMichael, Heiney Sebastian, LLC and Lamb McErlane PC. Attorney McMichael will still provide the same personal services with the added assurance for future services. The firm is hosting an open house/reception on April 27th and has invited the Board to attend.

Milt Rudy attended the open house/reception and was impressed to learn that there are 45+ attorneys in the firm.

Manor Township's Request for VHF Frequency to be Adjacent to Elk Township's VHF frequency; Draft Statement of TDMA Concurrence

Acting Emergency Operations Coordinator Milt Rudy explained that Manor Township is requesting a VHF frequency adjacent to Elk's VHF frequency. Milt talked with Chuck Freese and Chuck does not think that there will be any interference. Milt suggested that the Board agree to the request without any contingencies. Milt will then do a test when Elk's frequency is set up and if any interference, will follow-up with Manor Township.

Milt also explained that Chuck Freese and Chip will program the radios and set up the base station.

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board agreed to Manor Township's request for a VHF frequency adjacent to Elk Township's VHF frequency and authorized Milt Rudy to sign the Statement of TDMA Concurrence. The vote was unanimous.

Enforcement Notice dated 4/5/22 to William T. Sterling and Curtisha Hicks Re: Tax Parcel 70-2-24, R-2 Residential District, Violation of Section 1501

Albert Jezyk stated that the Enforcement Notice to William T. Sterling and Curtisha Hicks has been served and mailed. The notice includes the various ordinance violations, what must be done, what actions may be taken by the Township, and the right to appeal.

Zelenkofske Axelrod LLC Letter dated 4/20/22 Proposal to Provide Technical Assistance and Advise on Policies, Procedures and Accountability for American Rescue Act Funding

Albert Jezyk referred to Zelenkofske Axelrod LLC's proposal for providing technical assistance and advice on the American Rescue Act funding. Zelenkofske Axelrod LLC is a PSATS premier partner offering a discount for this type of assistance. The Board decided not to take action on the proposal at this time.

Request for Appointment of Municipal Emergency Management Coordinator Milton H. Rudy (subject to approval of the County, PEMA, and the Governor of the Commonwealth of PA)

On a motion made by Albert Jezyk, seconded by Estace Walters, the Board agreed to recommend and request that Milton H. Rudy be appointed as the Emergency Management Coordinator for Elk Township. Milt Rudy abstained from the vote.

STAFF REPORTS

Secretary's Report

On a motion made by Estace Walters, seconded by Albert Jezyk, the April 4, 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 May were approved. The vote was unanimous.

Tax Collector

April 2022: \$7,232.81

Planning Commission

April Minutes: No new business.

Zoning Hearing Board

Zoning hearing scheduled for April 18, 2022, was cancelled at the request of Renato DeDominicis.

Building/Zoning Report

No report.

Open Space Committee

Estace Walters reported that John Goodall from the Brandywine Conservancy asked if the Township would be interested in purchasing development rights for the Yoder farm with the County holding the easement and paying all associated costs.

Albert Jezyk suggested that the Board meet with John Goodall. The Township Secretary will schedule a meeting with John Goodall.

Trails Report

No report.

Roadmaster

Roadmaster Estace Walters reported that he got a call requesting paving of Old Forge Road and that the clean-up day was cancelled.

Emergency Management Coordinator

Nothing further to report.

Oxford Area Recreation Authority (OARA)

May Report: Food truck event cancelled; OARA will hold dedication and ceremony for the Soldier's Cross Memorial on Saturday, May 28th at 2:00 p.m. beginning at the V.F.W. Post 475J; all supervisors, councilmembers, and members of the public are invited to attend.

OLD BUSINESS

Township Building Painting

Albert Jezyk stated that Dave Bell will wash and paint the aluminum siding on the Township building.

NEW BUSINESS

No new business.

PUBLIC COMMENT

No public comments.

Meeting Adjourned at 8:15 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer