

February 13, 2013

The regular meeting of the Honey Brook Township Board of Supervisors was called to order at 6:40 p.m. Supervisors Joe Fenstermacher, John McHugh, and Lew Wertley were present, as was Township Administrator Antoinette Antonini and Township Engineer Michael Reinert.

Consent agenda.

Minutes of the January 7 re-organization and regular meetings; minutes of January 30 workshop. Motion by Lew Wertley, seconded by John McHugh, to approve the minutes of the January re-organization meeting and regular meeting. All in favor. Motion carries.

John McHugh noted a couple of corrections to the January 7 regular meeting minutes: the Open Forum speaker was Jim Herr, not Jim Herb. Also, Dick Reeder, not Bob Reeder.

John McHugh noted that the reserve fund is over the \$350,000. Where does the rest go once it reaches that point? Toni Antonini advised that it gets moved to the Capital Reserve Fund.

Joe Fenstermacher asked about the payment to H.A. Thompson noted as a 1st installment-what is that for? Toni Antonini advised it is for workman’s compensation. H.A. Thompson is the agent.

Joe Fenstermacher also inquired about the bill for Turner. Don Johnson-Dir. Public Works, explained it was for repairs/service to the 2004 GMC 2500 diesel pickup truck.

Lew Wertley made a motion, seconded by John McHugh, to accept the bills/receipts & treasurer’s report. All in favor; motion carries.

Treasurer’s Report as of January 31, 2013

2013-
Jan

Assets--Gen Fund	\$926,955.95	General Fund Receipts	\$125,256.76
Assets--Cap Reserve	\$985,263.47	General Fund Expenditures	\$104,735.39
Assets--Op Reserve	\$350,617.74		
Assets--State Fund	\$215,180.11	Cap Reserve Receipts	\$26,014.92
Assets--Land Pres	\$1,246,348.76	Cap Reserve Expenditures	\$0.00
Total Assets	\$3,724,366.03		
		Op Reserve Receipts	\$59.55
		Op Reserve Expenditures	\$0.00
		State Fund Receipts	\$36.89
		State Fund Expenditures	\$2,581.79
Liabilities--Gen Fund	\$115,244.62		

Assets in Restricted Account	
Gen Fund--Recreation	\$59,713.81
Gen Fund--Hlth Reimb	\$2,081.25
Land Pres Fund	\$1,246,348.76

Liabilities--Cap Reserve	\$1,031,910.00	Land Preservation Receipts	\$40,866.93
Liabilites--Op Reserve	\$617.74	Land Preservation Expenditures	\$2.07
Liabilities--State Fund	\$108,024.83		
Liabilities--Land Pres	\$1,177,524.43	Sinking Fund (Loan)	
Total Liabilities	\$2,433,321.62	Assets	\$17,305
		Liabilities	\$4,103,972
Equity--Gen Fund	\$811,711.33		
Equity--Cap Reserve	-\$46,646.53	Land Preservation (Loan)	
Equity--Op Reserve	\$350,000.00	Assets	\$0.00
Equity--State Fund	\$107,155.28	Liabilities	\$1,340,255.81
Equity--Land Pres	\$68,824.33		
Total Equity	\$1,291,044.41	Suplee Turnback (State)	
		Assets	\$18.52
		Expenditures	\$0.00
Less Restricted Acct	\$1,308,143.82		
Working Capital	-\$17,099.41		

Departmental Reports.

Dir. Public Works-- Don Johnson: the roads crew has been out a lot lately with several weather events. They are having problem with people parking on the streets, making it difficult for the township trucks to get through to treat the roads and/or plow snow. He noted that letters have been sent twice regarding vehicles blocking the way and it was posted in the Township Newsletter. Township needs to go with the next step per Township ordinance and have cars towed if vehicles are parked in the street during snow events.

Lew Wertley asked if there was an ordinance on the books that dealt with vehicles during snow events. Toni Antonini advised yes, part 9.

John McHugh stated that if the township has an ordinance, we need to enforce it. Joe Fenstermacher stated that he agreed.

Agreement on enforcing ordinance regarding removal of vehicle if parked on the street during snow event.

Announcements.

Joe Fenstermacher announced that Joe Guiseppe, judge of elections, had passed away.

John McHugh announced that the Park & Recreation Committee will be a complete 5-person committee once the last appointments are made & it will be working on activities for Spring 2013.

In accordance with Resolution 2-2012, it was announced that the meeting was being filmed by Scott Stilson of 275 Vincent Drive.

Open Forum.

Bob Witters, Tel Hai, said he would be interested in helping with the comprehensive plan.

John McHugh stated the township would advertise the need for help on a task force/committee for a few meetings with regard to the Comp Plan Update.

Toni Antonini asked if the Board wanted a Task Force with the Comp Plan. It is not needed for an update.

John McHugh mentioned the possibility of working with Honey Brook Borough on a Joint Comp Plan. If so, we would need to work with them by looking at documents and making recommendations.

Lew Wertley stated that if we didn't need the task force, then let's just have interested people help the Planning Commission.

Bob Witters, Tel Hai, stated that once a committee was put together, he'd be glad to help. He noted he doesn't want to be in charge of putting together a commission.

John McHugh stated that it would be a good time to get input from a committee.

Joe Fenstermacher asked if there could be a workshop session for the supervisors dedicated to the comp plan. Then we could invite the community to review the plan with the supervisors and make a recommendation to the Planning Commission?

Bob Witters, stated that there needed to be a clearly defined process in place to get this done. He added that he hoped the Board would get a cross-section of the township population. Toni Antonini mentioned that there is a clearly defined process and timeline.

Business.

Approve/not approve Resolution 1-2013 Fee Schedule.

Joe Fenstermacher inquired as to whether there were any changes in the fees since last year.

Toni Antonini stated there was a change for zoning hearing applications. Previously, the application fee for both zoning and conditional use hearings was \$500. When reviewing the costs of zoning hearings, they amounted to \$9000+ for just the solicitor of the Zoning

Hearing Board for 2012. There are other expenses associated also, advertising, recording, posting, etc. Only \$4000 was brought in by the application fees. In polling other townships, the typical fee was \$1200-\$1500 for zoning hearings. Changing our zoning hearing application fee to \$1000 would be closer to what the other townships charge.

Joe Fenstermacher asked what the township would need to do to be covered.

Toni Antonini stated that the costs include advertising, solicitor fees, and court reporter fees, etc.

Joe Fenstermacher asked Toni Antonini if she had an idea of what it would take to break even.

Mike Reinert, Township Engineer, stated that each case varies. In some cases, for example, a technical review may be necessary from the Township consultants, which adds to the costs. However, not all cases involve additional review or consulting.

Joe Fenstermacher stated that the proposed 2013 zoning hearing application fee doubles over 2012's fee. Mike Reinert stated that there hadn't been an increase in hearing application fees since he has served the Township in 11 years.

Terry Schmidt, Mount Pleasant Road, asked if the present \$500 application fee was refunded when a variance was approved. Mike Reinert stated no, that is not the case.

Joe Fenstermacher stated that the topic was discussed previously regarding Conditional Use hearings, and at first, it was thought that \$500 might be too much. But at second blush, the proposed \$500 is right in line for a Conditional Use hearing.

Toni Antonini answered that, yes, although we have the conditional use hearing before the Board of Supervisors and not Zoning Hearing Board, we still have solicitor fees to cover, advertising and any possible reviews.

Lew Wertley made a motion, seconded by John McHugh, to approve Resolution 1-2013, Fee Schedule. All in favor; motion carries.

Appoint/not appoint David Patton Honey Brook Community Library Board.

Lew Wertley made a motion, seconded by John McHugh, to appoint David Patton to the Honey Brook Community Library Board of Trustees. All in favor; motion carries.

Appoint/not appoint Rob McMinimee to Park & Recreation Committee.

Lew Wertley made a motion, seconded by John McHugh, to appoint Rob McMinimee, to the Park & Recreation Board. All in favor; motion carries.

Appoint/not appoint Wm. Alex Rahn, Jr. to Vacancy Board.

Lew Wertley made a motion, seconded by John McHugh, to appoint William Alex Rahn, Jr. to the Vacancy Board. All in favor; motion carries.

Bob Witters, Tel Hai, asked if Mr. Rahn's being chair of the local Republican committee presented a conflict of interest.

John McHugh stated that the Board doesn't know what the party is of the person being replaced.

Lew Wertley stated that appointments aren't made by him. His job is to maintain a pool of people. If someone is interested in serving, they submit resume to the Administrator. They aren't being filtered by him.

Appoint/not appoint Gary McEwen Planning Commission.

Pete Collins, Tel Hai, asked if Gary McEwen was a real estate developer. If so, wouldn't that be a conflict of interest?

Lew Wertley stated that, yes, he was a developer.

Mike Reinert stated that Gary McEwen can and should recuse himself from voting on applications in which he is financially or otherwise involved.

John McHugh made a motion, seconded by Lew Wertley, to appoint Gary McEwen to the Planning Commission. All in favor; motion carries.

Appoint/not appoint Susan Lacy to Land Preservation Committee.

Lew Wertley made a motion, seconded by John McHugh, to appoint Susan Lacy to the Land Preservation Committee. All in favor; motion carries.

Caernarvon Authority seven (7) hydrants in Mountainview Development.

Bob Weaver of the Caernarvon Authority stated that they had a problem in their area with a hydrant that was hit two years ago. They went to Caernarvon Township to have them fix it, but they said since it was not in their township, they would not fix it. Caernarvon Authority paid out \$3000 for its repair, not realizing it's located in Honey Brook Township. Since then, we've gotten 5 new hydrants in the area that we flush & maintain. Caernarvon Township won't reimburse us, and now we have a problem with a hydrant in front of RPC Bramlage-Wiko. What we're asking for is a \$100 per year reimbursement per hydrant by Honey Brook Township from which we would draw whenever there is a problem with those 7 hydrants. Caernarvon Authority would like to make the same agreement with Honey Brook Township that Caernarvon has with them for their hydrants. For \$100 per hydrant (7 hydrants) per year, that account would be there to cover cost of repair & maintenance.

Joe Fenstermacher stated that basically this would be insurance coverage on the hydrants.

Bob Weaver stated yes. Caernarvon Authority doesn't think it's fair for Caernarvon Township residents to pay for Honey Brook Township hydrants.

Toni Antonini stated that it would be the same as with the Honey Brook Borough Authority, \$100 per hydrant.

Joe Fenstermacher asked Don Johnson if that was a formal agreement.

Don Johnson stated that he thought so.

Joe Fenstermacher asked what criteria established the \$100.00?

Bob Weaver said he contacted Mike Shuler at the Honey Brook Borough Water Authority and discovered this is what they do.

Bob Weaver asked Toni Antonini if the Township could draft an agreement and send it to the Caernarvon Authority; it could then be discussed at their next board meeting, the first Wednesday of the month (March 7, 2013).

Pete Collins, asked if one of the hydrants needs repair in Honey Brook Township, who pays for that?

Bob Weaver stated that is what this agreement is being requested for. Honey Brook Township would, from the account set up with the \$700 per year.

Joe Fenstermacher thanked Bob Weaver and Bob Rhodes for their presentation.

Authorize/not authorize in-house zoning/codes officer (first & third Tuesdays of the month).

Lew Wertley made a motion, seconded by John McHugh, to authorize the zoning/codes officer to be in-house on the first and third Tuesdays of the month.

Joe Fenstermacher asked if, before the vote, there was anything that Toni Antonini wanted to say about the motion.

Toni Antonini stated that quite a few of the residents have stated positive remarks and are looking forward to having someone here from noon-4:00 pm on those days.

All in favor; motion carries.

Final Open Forum.

Bob Witters, given to understand that Pat Meehan will be having office space here.

Toni Antonini stated that a representative is here at the Township administration building every Thursday in the meeting room from 9 am-2 pm. It's a satellite office.

John McHugh noted that the amount listed for uncommitted funds in the January 4 & 15 Land Preservation Committee meeting minutes should not reflect as “uncommitted”.

Toni Antonini advised that she will note. The Land Preservation Committee meeting minutes are in draft form.

Upcoming Meetings:

February 21st—Park and Recreation Committee (7:00 pm)

February 28th – Planning Commission Regular Meeting (7:00 pm)

March 13th – Board of Supervisors Regular Meeting (6:30 pm)

Motion by John McHugh, seconded by Lew Wertley, to adjourn the meeting. All in favor. The meeting adjourned at 7:29 pm.

Respectfully submitted,

Kristy J. Deischer-Eddy
Recording Secretary