

March 12, 2014

The regular meeting of the Honey Brook Township Board of Supervisors was called to order at 7:04 p.m. Supervisors John McHugh, Joe Fenstermacher, and Tracy Olsen were present, as was Township Administrator Toni Antonini and Township Engineer Michael Reinert.

In the interest of time, John McHugh turned the meeting over to Corporal Mattson from the Embreeville State Police Barracks to give a report. He introduced himself as new to Embreeville after serving in other capacities for the State Police. The Embreeville Barracks cover zones 16 (Honey Brook Township) & 17 in the northwestern part of Chester County. After entertaining a few questions from the public, John McHugh thanked Corporal Mattson for attending.

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

Consent Agenda.

Minutes of February 12th regular meeting; bills/receipts; treasurer’s report.

Joe Fenstermacher made a motion, seconded by Tracy Olsen, to approve the consent agenda. All in favor; motion carries.

Treasurer’s Report as of February 28, 2014

Assets--Gen Fund	\$1,443,957.00	General Fund Receipts	\$120,874.48
Assets--Cap Reserve	\$984,072.00	General Fund Expenditures	\$56,794.19
Assets--Op Reserve	\$350,127.00	Cap Reserve Receipts	\$25,959.40
Assets--State Fund	\$205,437.00	Cap Reserve Expenditures	\$0.00
Assets--Land Pres-EIT	\$236,472.00	Op Reserve Receipts	\$40.29
Assets--Land Pres Fund	\$924,464.00	Op Reserve Expenditures	\$0.00
total Land Pres	\$1,160,936.00	State Fund Receipts	\$24.22
Total Assets	\$4,144,529.00	State Fund Expenditures	\$3,740.14
Assets in Restricted Account		Land Pres Fund Receipts	\$94,745.63
Gen Fund--Recreation	\$51,576.00	Land Pres Fund Expenditures	\$27,888.19
Gen Fund--Hlth Reimb	\$3,025.10	Sinking Fund (Loan)	
Land Pres Fund	\$1,160,936.00	Assets	\$17,335
Liabilities--Gen Fund	\$184,505.00	Liabilities	\$4,209,976
Liabilities--Cap Reserve	\$1,056,610.00		
Liabilites--Op Reserve	\$0.00		
Liabilities--State Fund	\$145,538.00		
Liabilities--Land Pres	\$1,435,569.00		
Total Liabilities	\$2,822,222.00		

Equity--Gen Fund	\$1,259,452.00		
Equity--Cap Reserve	-\$72,538.00		
Equity--Op Reserve	\$350,127.00		
Equity--State Fund	\$59,899.00		
Equity--Land Pres	-\$274,633.00		
Total Equity	\$1,322,307.00		
Less Restricted			
Acct	\$1,215,537.10		
Working Capital	\$106,769.90		
		Land Preservation (Loan)	
		Assets	
		Liabilities	\$1,340,255.81

Departmental Reports.

Park & Recreation—Therese Mauchline gave a report from the February meeting. The Board for 2014 is the same as last year. They talked over ideas for a 225th celebration and hope to be doing something in August. They talked about the list of veterans and about assembling care packages for active duty personnel twice a year. Tomorrow night is a meeting about the raised garden bed. The committee is also discussing a collection of canned goods and toiletries for the Chester County Food Bank. The committee is looking to get someone to start volleyball games. A big item in the past year was establishing more walking trails, so that will be a focus of the committee as well.

Therese Mauchline stated that on the agenda for tomorrow night’s meeting is a form to commit to the duties of the raised garden bed. The Chester County Food Bank wants to know contact people, has a survey they want filled out, and want to ensure that each garden is contributing to the right people. Last year, all the donated produce was given to Steeple to People.

Toni Antonini stated there is a requirement of the CCFB to have a signed Memo of Understanding that needs to be signed & back by March 20.

Roads-- Don Johnson stated that once the rest of the snow melts, the Roads department will sweep the roads in developments and begin to repair yards damaged over the winter. He met with a rep from Long Fence for the backstop area to be repaired and requested a quote. The line painting for the Park parking spaces will be done once weather improves, and the Township building’s parking lot lines will be done at the same time.

Don Johnson stated that his comp time is up to 130 hours for the winter. He stated since he would not be able to take it all off and still perform duties for the township, he asked if the Board would consider paying him for half of that time. John McHugh stated that the Board would review this request. John noted that the Roads Department had done a tremendous job this winter.

He also stated that he has noticed people are still planting in the Right of way so information regarding that will need to be put up on website so the word gets out. Kristy Deischer-Eddy stated that a Roads page for the Township website was in the works for announcements of that nature.

Administration—Toni Antonini advised that the Township needs to advertise for bids for road materials. There is also an upcoming Recycling Ordinance that needs to be adopted before the end of

year, enabling the Township to be reimbursed under Act 101 Section 904 Performance Grant Program. The Township is already eligible for \$11,000.

Toni Antonini asked if the Board would take action on approving advertisement for bids.

Joe Fenstermacher made a motion, seconded by Tracy Olsen, to authorize advertising bids for materials. All in favor; motion carries.

Bob Witters asked if Toni was the grant writer for the township. Toni Antonini stated yes with external assistance as necessary. John McHugh asked how many grants the Township was looking at applying for this year. Toni Antonini stated three and two were already awarded. General discussion was held regarding grants with no further action.

Land Preservation – Chipp Jones stated that the next meeting is next Tuesday. John McHugh stated if there was anything any committee wanted posted on the website, they should contact the Administration Office.

Announcements.

2014 Township Goals: John McHugh stated one of the top goals of the Board concerns is communication. A few avenues for improving communication are the website, town hall meetings & the newsletter. The Board is looking for other suggestions and hopes to get feedback on this at end of year. Other items being researched by the Board include reviewing the human resources manual, review of existing ordinances, and organizing more community activities.

Open Forum.

Terry Bruno—Western Chester County Council of Government (WCCCoG) President. Terry Bruno was in attendance on behalf of WCCCoG, which was formed officially in 2012. The WCCCoG is a non-profit organization comprised of representatives from 22 municipalities (Township & Boroughs) in the western portion of the County. The goal of the WCCCoG is to attempt to save municipalities money by working together to tackle issues in a more efficient way. The WCCCoG is an organized entity with established by-laws and legal counsel to assist them in effectively discussing issues for the benefit of the region. Ms. Bruno entertained general questions about the WCCCoG and noted that Honey Brook Township has been actively involved in the group.

Business.

Adopt/not adopt Resolution 2-2014; 225 Township Anniversary. A resolution 2-2014 was prepared to acknowledge that the Board of Supervisors of Honey Brook Township recognizes the creation of the municipality and wishes to recognize the 225th anniversary of its creation. Joe Fenstermacher made a motion, seconded by Tracy Olsen, to adopt Resolution 2-2014. All in favor; motion carries.

Adopt/not adopt Resolution 3-2014; TPN 22-4-4.1 Headwaters program. Toni Antonini stated that this topic was discussed and approved by the Board at the April 10th, 2013 meeting. This Resolution 3-2014 formalizes the previous approval. Joe Fenstermacher made a motion, seconded by Tracy Olsen, to

adopt Resolution 3-2014 approving Tax Parcel Number 22-4-4.1 for the headwaters program. All in favor; motion carries.

Approve/not approve Maureen Miller Lot line adjustment time extension request to May 30, 2014.

Joe Fenstermacher made a motion, seconded by Tracy Olsen, to approve the time extension request for Maureen Miller to May 30, 2014. All in favor; motion carries.

Approve/not approve Pleasantview Welding Land Development time extension to June 30, 2014.

Joe Fenstermacher made a motion, seconded by Tracy Olsen, to approve the time extension request for Pleasantview Welding Land Development to June 30, 2014. All in favor; motion carries.

Approve/not approve Landchester Properties Land Development time extension to July 22, 2014.

Joe Fenstermacher made a motion, seconded by Tracy Olsen, to approve the time extension request for Landchester Properties' Land Development to July 22, 2014. All in favor; motion carries.

Approve/not approve forwarding proposed accessory apartment zoning amendment draft to the Planning Commission (PC) for review/comment.

Joe Fenstermacher made a motion, seconded by Tracy Olsen, to approve forwarding the proposed accessory apartment zoning amendment draft to the PC for review/comment. All in favor; motion carries.

Approve/not approve forwarding proposed rural occupation zoning amendment draft to PC for review/comment.

Dick Reeder, Tel Hai, asked what was changing now if there was a revision to rural occupations just this past December. Joe Fenstermacher stated that as different things come up, we will meet with the parties involved and if they feel they have legitimate and logical reasons for a change, we will take a look at the Ordinance. Working with the solicitor, we'll propose an amendment and send the draft to the PC. What this amendment does is strengthen the ecological impact section—eliminating paint shops, anything using solvents, and so forth. Some additional questions followed which will be discussed further during the amendment process.

Joe Fenstermacher made a motion, seconded by Tracy Olsen, to approve forwarding the proposed rural occupation zoning amendment draft to the PC for review/comment. All in favor; motion carries.

Authorize/not authorize advertising proposed Act 167 draft amendments and forwarding to CCPC for review/comment.

Mike Reinert stated this was an amendment to the stormwater management requirements of Chapter 20 and was mandated by PADEP following the adoption of the County-wide Act 167 plan. Joe Fenstermacher made a motion, seconded by Tracy Olsen, to authorize advertising the proposed Act 167 draft amendments and forwarding to the CCPC for comment. All in favor; motion carries.

Authorize/not authorize advertising Conditional Use hearing for Cambridge Mennonite Church.

Joe Fenstermacher made a motion, seconded by Tracy Olsen, to authorize advertising the Conditional Use hearing for Cambridge Mennonite Church. All in favor; motion carries.

Authorize/not authorize participation in Chester County Food Banks Raised Garden Program 2014.

Joe Fenstermacher made a motion, seconded by Tracy Olsen, to authorize participation in the Chester County Food Banks Raised Garden Program. All in favor; motion carries.

Discuss possible appointment of new PC member. Joe stated that the Board had one applicant, Troy Stacey, and there was no negative feedback.

Joe Fenstermacher made a motion, seconded by Tracy Olsen, to appoint Troy Stacey to the Planning Commission. All in favor; motion carries.

Discuss Agenda Format. John McHugh stated that one thing not currently on our agenda is a carryover of old business. He stated he looked at other municipalities for their agendas and that they had that item on their agendas so that nothing would fall thorough. John McHugh stated that action on this item will be moved to next month for approval of the new template for agendas at the next meeting. There was general agreement among the Board to proceed.

Upcoming Meetings: All dates subject to change

March 13th– Planning Commission Workshop (7:00 pm)

March 18th –Land Preservation Meeting (6:30 pm)

March 20th – Parks & Recreation Meeting (7:00 pm)

March 27th – Planning Commission Regular Meeting (7:00 pm)

April 9th—Board of Supervisors Regular Meeting (7:00 pm)

Joe Fenstermacher made a motion to adjourn, seconded by Tracy Olsen, All in favor, motion carries. Meeting adjourned at 8:19 p.m.

Kristy Deischer-Eddy,
Recording Secretary