

Honey Brook Township Board of Supervisors  
Regular Meeting Minutes June 10, 2015

June 10, 2015

The Board of Supervisors regular meeting was called to order by Supervisor Tracy Olsen at 7:01 pm. Supervisors John McHugh and Travis Stacey were also present, as was interim Township Manager Steve Landes and Township Engineer Mike Reinert.

In accordance with Resolution 2-2012, it was announced that Scott Stilson, Vincent Drive, was recording the meeting.

**Consent Agenda**—Minutes of May 13th regular meeting and June 4th workshop/bills and receipts.

*John McHugh made a motion, seconded by Travis Stacey, to accept the consent agenda. All in favor; motion carried.*

**Departmental Reports**

**Roads:** Don Johnson stated that the Township needs to place an advertisement for seasonal help since one of the Roads Crew is on medical leave, meaning there are only three full-time Roads Crew members at present.

John McHugh asked Don Johnson what he recommended for ad placement.

Don Johnson stated that the *Daily Local News* would be fine.

Tracy Olsen stated that there should be some sort of formal job description in order to advertise the position.

**Administration:** Tracy Olsen introduced Steve Landes, recently retired from Muhlenberg Township, who is here as interim manager.

Steve Landes stated that he has just started and worked with Toni at the end of last week as well as the Supervisors, staff, and engineering firm to get up to speed.

**Land Preservation:** Chairman Chipp Jones was not present. John McHugh asked if there were any applications up for consideration.

Steve Landes stated that there are a couple applications that need to be sent to the County. Signatures need to be collected before sending them on. A meeting with the Brandywine Conservancy is scheduled for next week.

**Park and Recreation:** Secretary Therese Mauchline listed the following items of concern:

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- 1) Fencing needs to be stretch again according to safety officer from the Twin Valley Little League.
- 2) The garage door on the snack shed needs fixing again; Toni was looking into being motorized.
- 3) Field 3 has hole in it that needs to be examined again. Lee Heller and Don Trent were there for the inspection.
- 4) The batting cage needs repairs also.
- 5) There is a problem with the tot lot by the tennis courts. There is a gully under some of the equipment. Should there be padding onto cement & then mulch?

A suggestion has been made to have an Automated External Defibrillator (AED) at Umble Park.

Books have been replaced in Little Free Library already. The Born Learning Trail event on May 2 was wonderful.

Pickleball going strong.

Seedlings will be going in at the raised bed garden.

John McHugh asked if the hose (for the raised bed garden at the Township building) needed to be replaced.

Therese Mauchline stated that it is leaking where it meets the wall.

Lee Heller is helping at the garden on Tuesdays. Someone is needed for Mondays to help water/weed/harvest. Produce is donated to Steeple to People, the Honey Brook Food Pantry, and the Chester County Food Bank.

**Planning Commission:**

Chair Susan Lacy stated that there was no meeting the last two months. The most recent thing completed was the Updated Comprehensive Plan which is up for approval next month.

John McHugh stated that July 7th is the joint meeting with the Borough regarding the comp plan.

Mike Reinert stated that there will be some business on this month's agenda—a sketch plan and a preliminary plan on Westbrook Drive.

**Board of Supervisors**

John McHugh stated that that Toni's work for the Township over the years is much appreciated.

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Tracy Olsen stated she seconded John's thoughts and stated that Toni put her heart into her work, as a Township resident as well as Manager.

**Open Forum**

**Donna Horvath, Honey Brook Community Partnership and Glenn Emery, Park & Recreation Committee – Harmony Day Bike Ride Committee**

Glen Emery stated that last year he thought it would be nice to have a community bike ride, and four months later he was on the Park & Recreation Committee. Lee Heller, co-chair suggested contacting Donna Horvath, who is an incredible networker & founding member of Honey Brook Community Partnership (HBCP).

Bike Ride committee members have had five meetings so far and the resulting power point presentation was shown. This concept is being co-sponsored by the Honey Brook Park & Rec Committee and the HBCP.

Glenn Emery stated that fliers were handed out at the Pedal to Preserve ride in New Holland. He stated that he rides the Honey Brook Township roads a lot and noted that there are a lot of beautiful sights. The 30-mile route for this ride starts at Umble Park & winds thru Isabella a bit into West Nantmeal, winding along the Brandywine River. There is a one-mile ride for families here on Suplee. The 5-mile ride goes from Umble Park to Chestnut Tree Road & back.

On the 30-mile ride, there is 2000' of climb but it is not too difficult.

There will be a cue sheet for the turns to navigate.

The to-do list for the ride's preparation was posted. These items include logistics, marketing (Donna). The entry fee will be \$1/mile, with proceeds going to the Honey Brook Food Pantry. The most important item is the liabilities & responsibilities for the Township.

Reasons for having the bike ride were listed. One reason is that the Comprehensive Plan Update mentions building trails. Such a ride would stimulate interest in supporting trails.

The list of needs includes the use of Umble Park for pavilion, parking, facilities. Liability Insurance Coverage OR a donation to help defray costs is requested of the Board. Glenn Emery stated that he has made inquiries of insurance agents & will meet with someone who's organized a similar event before.

Next Sunday the French & Pickering Creek Trust's Iron Tour ride will be coming through the Township. The participation is up to 1,800 people after running for 13 years.

John McHugh stated that the route for the event would need to be coordinated with the Fire Company and EMS. He stated there is likely a type of special-events policy for insurance. He is glad to see this event coming about.

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Tracy Olsen and Travis Stacey also thanked Glenn Emery for his presentation.

Steve Landes stated he will have meeting with the insurance broker next week.

John McHugh stated that the Board had discussed a wellness program for Township employees. There have been two employee heart attacks in past two years. They met with a personal trainer & nutritionist. The Board would like to help promote good health for Township employees.

A female audience member stated that the (Lord's) Pantry in Downingtown was broken into and asked if anyone was keeping an eye on ours here.

John McHugh thanked the resident for bringing that to the Board's attention.

Travis Stacey stated that the Board would bring it to the attention of the State Police.

A female audience member asked if it was true that Toni Antonini had been fired.

John McHugh stated that that was a personnel issue.

Lee Heller stated she has been on the Park & Recreation Committee for three years. She stated that she knows nothing about local government but wanted to say that there was no question too big or small for Toni to help her and the Committee. She stated that she is shocked and stunned. We need to either take a step back and look at the by-laws or maybe we need to try again. Lee Heller stated that she is here on Toni's behalf and cannot say enough good things about her. She is personable and she bent over backwards to help. Lee Heller stated she is disappointed and would do anything to reinstate Toni.

Tracy Olsen thanked Lee Heller for her nice comments about Toni.

A male audience member stated that he would like some more data about the bike ride. There's a lot of foot traffic on Harmony Day; kids crossing the street and darting into traffic. The Borough has been asked about liability there. He stated he is a Borough resident so he is not sure if the traffic after the bike ride had been addressed or not. There is a lot of extra traffic on roads at that time.

Tracy Olsen stated that the ride seems to take place on the back roads. There are a lot of yard sales on the main roads so there may not be a conflict.

John McHugh stated that there would need to be a way to keep pedestrians safe.

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The audience member stated that he is not against the ride, just that there will be a lot of people, many of whom tend to be all over the place.

John McHugh stated that there is concern with the post-event traffic too.

Tracy Olsen asked for Therese to mention it to the Park & Rec Committee.

The male audience member stated that the Police and Fire Department already have a heavy load on that day.

Bob Witters, Tel Hai, stated that it's pretty well known that Toni has been "let go," in her own words. The details around it are a mystery since the e-mail went out to let us know. He stated that he thought there would be some official response to her saying she'd been let go. He stated that he doesn't know what bothers him most, that she'd been let go or that we don't know why. He stated he is concerned about the process of communicating to the public and doesn't know if there's any information forthcoming. He stated that he had asked Tracy Olsen for permission to ask four questions. He stated that she gave permission but stated she cannot answer them.

- Did the Board discuss the problem with John Good (solicitor) for the action they were about to take?
- Did the Board receive a legal opinion?
- Was the Board advised to not talk about the decision?
- Did the Board of Supervisors give any official announcement of Toni's departure?

Leslie Siebert stated that everyone knew the answers. It's "no" to all of them.

Bob Witters stated that he thinks that some people may have been communicated with but he doesn't know. At some point we will get the details that we need to know, but leaving us in a vacuum lets our imagination run wild. For instance, we all know Toni had some health problems. We need to know if any of those has to do with the decision. Good to meet you, Steve.

Tracy Olsen stated that the Board knew what steps to take. We did consult with the solicitor and we have been advised not to discuss it.

Bob Witters stated that little things like that are helpful.

John McHugh stated that something could be posted on the website, announcing Steve as the point of contact rather than Toni.

Bob Witters asked Steve Landes if he was working five days a week.

Steve Landes stated for now, yes. Until I'm comfortable.

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John McHugh stated that the Board needs to assess the administrative needs going forward.

Terry Schmidt asked when the decision was made to let her go. Was it at the morning (last Board) meeting?

Tracy Olsen stated no. The Board members had a mandatory emergency management meeting that night. The decision did not have to do with the change in meeting time.

A female audience member asked about a business being run out of Baron Hill Storage.

Mike Reinert asked for an address.

The resident stated it is at the top of hill on South Birdell Road.

Mike Reinert stated that if it is what he thinks that is, it was investigated over the last several years. That lot is part of a subdivision that was granted Zoning Hearing Board relief to run their business. That would not be reviewed unless there is a formal complaint. Since a formal complaint has not been filed, there is currently nothing to process.

The resident stated that there are campers, recreational vehicles, and boats there.

Mike Reinert stated that the most recent complaint was filed when there was a different Board.

The resident stated that the variance she read is for storage, not a business.

Travis Stacey asked the resident how long she lived at that location.

The resident stated 15 years.

John McHugh stated that the road there is torn up, and people have told him the traffic has torn up the roads. We should add this item to Old Business for next month.

**New Business**

**Poplar Realty (Tax Parcel Number 22-8-52)—Resolution 3-2015, Act 537 Plan Revision.**

Debbie Shulsky appeared on behalf of the applicant. She stated that this has been a long-time evolving issue. All items have been signed off on the Planning Module to send off to the (PA) Department of Environmental Protection (DEP).

Mike Reinert stated that this is the planned 128-lot subdivision at Grieson & Chestnut Tree Roads. One outstanding issue was this Planning Module. A lot of coordination is involved to extend public sewer service to that area. There was a concern about capacity. The Cupola

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Road pump was a concern of the Northwestern Chester County Municipal Authority (NWCCMA) on that front. Fred Ebert reviewed the Module and made recommendations. A revised Planning Module with increased capacity was submitted and approved by the Chester County Planning Commission (CCPC) & the Chester County Health Department (CCHD).

*John McHugh made a motion, seconded by Travis Stacey, to adopt Resolution 3-2015, Act 537 Plan Revision for Poplar Realty. All in favor; motion carried.*

**Appoint/not appoint Melissa Needles to Planning Commission (PC) to fill unexpired term.** John McHugh stated that a resume was submitted by Ms. Needles. There was agreement that she would be a good fit for the Planning Commission.

Bob Witters stated that he knows her through Shawn Murphy. She once lived on Morgantown Road & now lives in Village Greene. She works as zoning clerk in East Bradford Township.

Leslie Siebert, Planning Commission Secretary, asked if there was a procedure for appointing a PC member. This is the first she had seen this. Review by the committee first was always protocol on the Land Pres Committee.

John McHugh asked if the Planning Commission would like the opportunity to review her resume.

Tracy Olsen asked if it was the Board's decision ultimately or not.

Mike Reinert stated that it's entirely up to the Board.

The Board directed Administrative Assistant Kristy Deischer-Eddy to mail a copy of Melissa Needles' resume to the PC members.

**Grant/not grant James B. Stoltzfus (TPN 22-3-75.1 & 22-3-75.5)—waiver request.**

The engineer was there on behalf of the applicant. This is a proposal for parking & gazebo display at corner of Todd Rd & 322, the parcel with all the solar panels on it. Several years ago, a variance was granted to put gazebos & sheds on that property with 8 parking spaces for Brookside Structures. As the improvements are limited to a small area & walkway to view the gazebos, the applicant is requesting waiver of full stormwater requirements for the 5,000 square feet of impervious surface. The applicant submitted a waiver request & the Township Engineer reviewed the request and has a recommendation.

Mike Reinert stated that the request is in the applicant's file. The review of site conditions was done and the recommendation is not for the full waiver but for the simplified method in Chapter 20 for on-lot activity.

John McHugh asked whether the site could handle the impact of the request.

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Mike Reinert stated that he would not recommend this if the area could not handle the impact. The structure is already in place at that site.

*Travis Stacey made a motion, seconded by John McHugh, to grant the partial waiver request per the Technicon review letter. All in favor; motion carries.*

Bob Witters stated that he did not remember this appearing before the PC.

Mike Reinert stated that after the PC meeting was canceled, it was moved on to the Board by Toni so that the applicant did not have another month to approve. It was a technical issue but the normal review letter was done.

John McHugh asked if when that action is being taken, could Steve keep the PC in the loop.

Mike Reinert stated that he was under the impression that it would be relayed to the PC.

Bob Witters stated that it may have been, but he didn't recall it.

**Grant/not grant Landchester Properties (22-7-72)—Time extension request to October 15, 2015.**

*John McHugh made a motion, seconded by Travis Stacey, to grant Landchester Properties a time extension request to October 15, 2015.*

**Old Business.**

None.

**Final Open Forum.**

Terry Schmidt asked if the air conditioning could be on next month.

Kristy Deischer-Eddy stated that the air conditioning was turned on prior to the meeting but that it evidently did not kick on.

Kristy announced that the summer camp, basketball, and tennis signups were ongoing. As of today the minimum number of participants has been met for the first four weeks of camp. More participants are needed to sign up for basketball.

Terry Schmidt asked if it was a mutual agreement that Toni leave, if both parties agreed that it was a good thing, and was she happy with leaving.

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John McHugh stated that the meeting was conducted in a professional manner.

Terry Schmidt asked if it left the Township open to a lawsuit.

John McHugh stated that's why the Board talked to the solicitor.

Bob Witters asked why the website still showed Toni as Township Manager.

Tracy Olsen stated that there are a lot of details to take care of.

Bob Witters stated that it was curious that Toni continued to work after she was told she was let go.

John McHugh stated yes, it was.

**Upcoming Meetings:** *all dates subject to change*

June 17<sup>th</sup> - Planning Commission Workshop (7:30 pm)

June 18<sup>th</sup> - Park and Recreation Regular Meeting (7:30 pm)

June 25<sup>th</sup> - Planning Commission Regular Meeting (7:00 pm)

July 2<sup>nd</sup> - Board of Supervisors Workshop (7:00 pm)

July 7<sup>th</sup> - Joint meeting with Honey Brook Borough