

HONEY BROOK TOWNSHIP
Board of Supervisors December 3, 2015 Workshop Approved Minutes

Call to Order

The Board of Supervisors workshop meeting was called to order by the Chair Tracy Olsen at 7:00 pm. Supervisors John McHugh and Travis Stacey were absent. Also present was Township Engineer Mike Reinert and Manager Steve Landes.

Fred Ebert, Ebert Engineering

1. Fred Ebert provided a status update for each chapter on the Act 537 Plan. There was a of the waste water treatment plant sizing based on historic flow and projected future flow information. The Supervisors requested that Mr. Ebert prepare estimated costs for two different plant capacity scenarios.

Michael Reinert, Technicon

2. Informed the Supervisors that Brandywine Preserve has completed all of the necessary improvements in order for the Township to accept dedication of the public improvements including the streets. Mike noted that financial security will be posted for 18 months from the time the Township accepts dedication to insure the repair of any defect or failure of the improvements. There will also be additional security maintained to guarantee the development of a meadow required for storm water control. The meadow will be completed in the Spring.
3. Mike Reinert noted that there have recently been complaints received that resulted from property owners not living up to the terms and conditions of variances granted by the Zoning Hearing Board. He suggested that the Supervisors consider approving a new annual inspection program for properties that have been granted variances in the last 2 to 5 years to ensure compliance. Following discussion the Board requested information about the number of inspections and the cost for such a program.
4. Mike Reinert summarized the tree clearing on Jesse Fisher's property at 425 Gooseberry that was done without a permit and is not in compliance with the Township's regulations. The Board discussed the issue and directed Technicon to issue a notice of violation and to prepare a plan to bring Mr. Fisher into compliance.

Steve Landes

5. The new Complaint Handling Procedure was presented to the Supervisors for discussion. It was noted that the procedure had been reviewed by Technicon and staff and is ready for approval and implementation. Following discussion the Board authorized the procedure to be implemented.
6. The Supervisors reviewed the draft December 9, 2015 Meeting Agenda.
7. The Supervisors discussed how often they'd like the new Solicitor to attend their meetings other than when there was a significant issue on the agenda that may require legal input. The Supervisors decided to have the Solicitor present at the January and February meetings and then as needed after that.
8. Steve Landes reported that he has started discussion with Tel Hai about renewing the agreement that expired for payments made in lieu of taxes. Currently Tel Hai is of the opinion that a new agreement was not necessary because there is a formula in place to calculate future contributions. The Supervisors noted that they were under the impression from Tel Hai that a new agreement would be negotiated and instructed the Manager to review this matter with the Solicitor.

9. The Supervisors 2016 Meeting Schedule was finalized as follows:
 - Reorganization – Monday, January 4th.
 - No other January Meetings.
 - Regular Business meeting will continue to be held on the second Wednesday of each month February through December with the workshop held on the Thursday before the regular meeting.
10. Everyone was reminded that Travis Stacey will be sworn into office together with elected official from other area municipalities on Saturday, January 2, 2016 at 10:30 am by Judge Cabry. Everyone is invited to attend.
11. Steve Landes pointed out some areas of the fee schedule where the Township is not recovering its costs. Following discussion the Board instructed the Manager to present information at future workshop for discussion.
12. Steve Landes reported that no additional proposal have been received from contractors who are interest in providing contract snow plowing services for the Mountain View area of the Township. It was noted that at least one additional proposal should be received to satisfy State requirements.

The Board of Supervisors then convened an Executive Session to discuss personnel issues.

The Board reconvened the meeting after the Executive Session and there being no additional discussion the meeting was adjourned.

Respectfully submitted,

Steven C. Landes
Township Manager / Secretary