

**Honey Brook Township
Board of Supervisors
February 10, 2016 Regular Meeting Minutes**

Call the Meeting to Order

The meeting was called to order with the pledge to the flag at 7:05 pm by Chairman Travis Stacey. Also present were Supervisors John McHugh and Tracey Olsen, Township Engineer Michael Reinert, Solicitor Christopher Hartman and Township Manager Steve Landes.

Announcements

Travis Stacey made the following two announcements:

1. In accordance with Resolution 2-2012, you are informed that Scott Stilson of Vincent Drive is videotaping tonight's meeting; and
2. The Board of Supervisors met in Executive Session immediately before tonight's meeting to discuss potential litigation.

Consent Agenda

1. Approve the Board of Supervisors Minutes of the January 4, 2016 Reorganization and Regular Business Meeting.
2. Accept the Planning Commission Minutes of December 10, 2015 and January 28, 2016
3. Accept the Parks and Recreation Committee Minutes of January 21, 2016
4. Accept the December 2015 and January 2016 Financial Report.
5. Accept the December 2015 and January 2016 Zoning and Building Report submitted by Technicon.
6. Accept the December 2015 and January 2016 PA State Police Report

John McHugh made a motion, seconded by Tracy Olsen to approve the entire Consent Agenda items 1 through 6. All in favor. Motion carried.

Departmental Reports

1. Don Johnson, Public Works Director reported that the public works staff each worked 38 hours of overtime on January 23 & 24 to clear snow from winter storm Jonas. The entire week following the storm was spent completely opening streets, clearing drifting snow and salting & cindering.
2. Steven Landes, Township Manager
 - Introduced Jackie Smith, a Honey Brook Township resident, who has been working since the beginning of the year for the Township's Treasurer Peter Barsz to perform the regular financial accounting duties.
 - Reported that John Theilacker of the Brandywine Conservancy is working to schedule the first meeting of the joint zoning update committee on a date agreeable to the Borough and Township representatives.
 - Reported that the Brandywine Conservancy has been contracted to help perform the Township's seven year review of the Township's Agricultural Security Area program. The last time this program was reviewed was in 2002 because the Township elected to make no changes in 2009. Steve will request that the Land Preservation Committee act as the Agricultural Security Area review committee for this project.

- Reported that Kristy Deischer- Eddy, who was unable to attend tonight's meeting because of a family commitment, provided the Board with a written report. Highlights from the report include a reminder that the Township is seeking articles from community groups interested in promoting their programs in the April issue of the Township News and that the Community Map was mailed to residents and copies were delivered to Tel Hai for distribution. Extra copies of this publication are available at the Honey Brook Library and here at the Township building.

3. Land Preservation Committee

John McHugh reported that the Land Preservation Committee elected Shane Hadden as their Committee Chair for 2016 during their January 19th meeting that is held immediately before the Farmers Breakfast. The Farmers Breakfast, which included three informative presentations, was very well attended.

John McHugh also stated that the loan for farm preservation will be retired later this year.

4. Parks and Recreation Committee

Therese Mauchline reported that the Parks and Recreation Committee met in January and again elected Lee Heller as the Chair. She provided a review of the January meeting and thanked John McHugh for his attendance.

Therese outlined a new Senior Fitness program that the Committee would like to offer in the Township Building. The program will be conducted by Jen Bauer, a fitness instructor and Honey Brook resident, who has volunteered her services. Steve Landes reported that he met with Jen Bauer and believes that the program will offer a quality service to the residents. He will move forward with Jen, Therese and Lee Heller to get the program started.

Therese recommended that the Supervisors appoint Jen Bauer to fill the remaining vacancy to the Parks and Recreation Committee. While Jen will not be able to attend the Committee's meeting because of a work conflict she will be able to participate in other ways.

Therese reported that the Committee requests that the Township purchase a portable AED that could be made available at the Senior Fitness program as well at other Committee activities. The Supervisors asked the Manager to work with the Committee regarding this request.

5. Planning Commission

Commission member Bob Witters reported that the Planning Commission has spent considerable effort working on and making recommendation for several items included on this evening's agenda most notably the Riehl Land development and ordinance amendments.

Open Forum

Travis Stacey asked if anyone wanted to be heard during the open forum. No one came forward.

New Business

1. John McHugh made a motion, seconded by Tracy Olsen to approve the payment of all invoices prepared by the Treasurer. All in favor. Motion carried.
2. Tracy Olsen made a motion, seconded by John McHugh to enter into an agreement with Mr. Jacob and Mrs. Mary Ann Kauffman to permit them to consolidate two lots and obtain a building permit for a new residence prior to removing two mobile homes on the property. Under discussion Chris Hartman stated that the terms of the agreement guarantee that the property will be in compliance with Township regulations before Mr. and Mrs. Kauffman move into their new home. All in favor. Motion carried.

3. Tracy Olsen made a motion, seconded by John McHugh to adopt a Resolution authorizing Travis Stacey to execute all documents necessary to register with PennDOT to utilize their electronic grant management system. Under discussion Steve Landes stated that PennDOT encourages municipalities to use their on-line reporting system instead of submitting paper reports. This action will enable the Township to use this option. All in favor. Motion carried.
4. Riehl Land LP
 - a. John McHugh made a motion, seconded by Tracy Olsen to grant all of the waivers requested by Riehl Land LP from the subdivision and land development ordinance and also the Stormwater ordinance as outlined in a Commonwealth Engineers, Inc. letter dated December 22, 2015. Under discussion Mike Reinert stated that the Planning Commission recommended granting these waivers during their meeting on January 28th. All in favor. Motion carried.
 - b. John McHugh made a motion, seconded by Tracy Olsen to grant Conditional Final Plan approval for the Riehl Land LP Land Development Plan provided the applicant satisfies all comments in the Township Engineer's review letter dated January 7, 2016. Under discussion Mike Reinert stated that the Planning Commission recommended granting this approval during their meeting on January 28th. All in favor. Motion carried.
5. John McHugh made a motion, seconded by Tracy Olsen to authorize Technicon to send the proposed amendment to the Subdivision and Land Development Ordinance and the proposed amendment to the Zoning Ordinance to the Chester County Planning Commission for Act 247 Review. Under discussion Chris Hartman stated that the PA Municipalities Planning Code requires that all amendments of the Subdivision and Land Development and Zoning Ordinances be sent to the County Planning Commission for review. The Planning Commission has 30 days to review the amendments and comment. All in favor. Motion carried.
6. John McHugh made a motion, seconded by Tracy Olsen to authorize the Solicitor to advertise a public hearing on the proposed amendment to the Subdivision and Land Development Ordinance and the amendment to the Zoning Ordinance to be held during the Board of Supervisors regularly scheduled April 13th meeting at 7PM. Under discussion Steve Landes stated that because of the public hearings, he has asked **the Solicitor to attend the April meeting**. All in favor. Motion carried.
7. John McHugh made a motion, seconded by Tracy Olsen to authorize the Solicitor to advertise the notice of proposed enactment for the proposed amendment to the Subdivision and Land Development Ordinance and the amendment to the Zoning Ordinance to be held during the Board of Supervisors April 13th meeting. Under discussion Steve Landes stated that if the ordinance amendments meet with the Board's approval and the advertisement is authorized, the Supervisors will have the option to enact the amendments after the public hearing is concluded. All in favor. Motion carried.
8. John McHugh made a motion, seconded by Tracy Olsen to authorize the Solicitor to advertise a notice of proposed enactment for an amendment to the Stormwater Ordinance during the Board of Supervisors March 9th regular meeting. All in favor. Motion carried.

9. Tracy Olsen made a motion, seconded by John McHugh to support the variance application of Mr. & Mrs. Steven Fisher to allow the construction of a heifer barn at 120 Stoltzfus Lane with less than the required 100' rear yard setback. Under discussion Mike Reinert noted that the Planning Commission recommended a position of "support" for the Fisher variance request related to rear yard setback. All in favor. Motion carried.

10. Tracy Olsen made a motion, seconded by John McHugh to approve two partial security releases recommended by Technicon for 58 Dampman Road:
 - a. Release of \$41,138.73 for the Faulkner Tract for site improvements
 - b. Release of \$38,987.14 for Lot 2 - Locust Drive for site improvements
 All in favor. Motion carried.

11. Other New Business

There was no other new business.

Old Business

There was no old business

Open Forum

Travis Stacey asked if anyone wanted to be heard during the open forum. No one came forward.

Upcoming Meetings

John McHugh reviewed the following list of upcoming meetings and noted that the dates are subject to change or cancellation.

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| February 11 | Planning Commission Workshop (7:00 pm) |
| February 18 | Parks and Recreation Committee (7:30 pm) |
| February 25 | Planning Commission (7:00 pm) |
| March 3 | Board of Supervisors Workshop (7:00 pm) |
| March 9 | Board of Supervisors (7:00 pm) |
| March 10 | Planning Commission Workshop (7:00 pm) |
| March 15 | Land Preservation Committee (7:00 pm) |

Adjournment

John McHugh made a motion, seconded by Tracy Olsen to adjourn. The meeting was adjourned at 7:32 PM.

Respectfully submitted,

Steven C. Landes
Township Manager / Secretary