

**Honey Brook Township Board of Supervisors
April 13, 2016 Regular Meeting – 7:00 PM**

The meeting was called to order by Chair Travis Stacey at 7:01 pm with the pledge to the flag. Also present were Supervisors John McHugh and Tracey Olsen, as well as Township Manager Steven Landes, Solicitor Chris Hartman, and Township Engineer Michael Reinert.

Announcements

Travis Stacey announced the following:

1. In accordance with Resolution 2-2012, it was announced that Scott Stilson of Vincent Drive is videotaping tonight's meeting.
2. The Board met in executive session prior to tonight's meeting to discuss possible litigation.

Presentation

John McHugh recognized members of the Honey Brook Library Board of Trustees who recently completed their term of service with a Certificate of Appreciation from the Board of Supervisors:

1. Francine Atkins
2. Chuck Bachman
3. Veanna Baxter
4. Heather Elam
5. Michael Greene
6. Barbara Monaghan
7. Dave Paton

Public Hearings

1. Conditional Use Hearing: Samuel and Ada Mae Kauffman to operate a kennel at 1571 Beaver Dam Road (Tax Parcel Number 22-10-6). The meeting was turned over to Chris Hartman, Solicitor, at 7:04 pm to conduct the hearing. Applicant Samuel Kauffman was present. A court reporter recorded the proceedings.

Following the hearing, John McHugh made a motion, seconded by Tracy Olsen, to approve the Conditional Use. All in favor. The hearing concluded at 7:29 pm.

Mr. Hartman reminded Mr. Kauffman of the need to apply for a Use & Occupancy certificate.

Steve Landes offered to send Mr. Kauffman the U&O permit application.

2. Proposed amendment to the Subdivision and Land Development Ordinance: Chris Hartman, Solicitor opened the public hearing at 7:31 pm with a summary of the proposed ordinance. There being no public comment the hearing closed at 7:33 pm.

Tracy Olsen made a motion, seconded by Travis Stacey, to enact Ordinance 180-2016. All in favor. Motion carried.

3. Proposed amendment to the Zoning Ordinance: The hearing was opened by Solicitor Chris Hartman at 7:33 pm. Dick Reeder asked for a summary of the amendment that was provided by Chris Hartman. There being no other comment the hearing was closed at 7:35 pm. .

Tracy Olsen made a motion, seconded by John McHugh, to enact Ordinance 181-2016. All in favor. Motion carried.

Consent Agenda

1. Approve the Board of Supervisors Minutes of the March 3 Workshop and the March 9, 2016 Regular Business Meeting.
2. Accept the March 2016 Financial Report.
3. Accept the March 17, 2016 Parks and Recreation Committee Minutes
4. Accept the March 24, 2016 Planning Commission Minutes
5. Accept the January 19, 2016 Land Preservation Committee Minutes
6. Accept the March 2016 Zoning and Building Report submitted by Technicon.
7. Accept the March 2016 PA Stat1e Police Report

Travis Stacey made a motion, seconded by Tracy Olsen, to approve the consent agenda. All in favor. Motion carried.

Departmental Reports

1. Public Works: Don Johnson was not present. Steve Landes stated that Mr. Johnson was excused due to there not being much on the agenda with respect to Public Works. The Roads crew is in the process of sweeping streets, cleaning out ditches and stormwater pipes, and other routine spring maintenance.
2. Steven Landes, Township Manager: The Federal Emergency Management Agency is reviewing applications for partial reimbursement for cleanup expenses from winter storm Jonas on Jan. 23-24.

The Zoning Ordinance update planning process is getting started. The first meeting will be April 20 in the Honey Brook Borough Hall.

The Agricultural Security Area (ASA) review is still in process. Most recently, letters were sent out to property owners already included in the security area asking them whether they'd like to remain or be removed from the area. Following a 30 day period, the list of properties remaining and changes will be sent to the Chester County Planning Commission, the Township Planning Commission and the Land Preservation Committee for review and to make proposed changes. After amending the proposed ASA based on comments received the final proposal will be presented to the Board of Supervisors at the July 13th regular meeting for a public hearing and possible Board's action. This review must be completed no later than September 1, 2016.

The next installment of Township News is being finalized and the hope is that everyone will enjoy the new format. The printing cost will be paid for by the newsletter advertisers. A Parks and Recreation Survey will be included in this publication that can be filled out and returned to the Township. An electronic survey will also be on the Township's website.

Technicon did an inspection of Brandywine Terrance mobile home park together with the interior of some units where permitted by the occupants. Chris Hartman, Mike Reinert and I will represent the Township at a meeting on Friday with the Court appointed Trustee and real estate agent to discuss the report. The property is listed for sale at \$1.3 million.

3. Land Preservation Committee: nobody was present. Steve Landes stated no applications would be reviewed until the 3rd or 4th quarter of the year.
4. Parks and Recreation Committee: Therese Mauchline stated that Umble Park has an AED. New Pickleball nets were up as of April 1. The Senior exercise class that is being conducted by Jen Bauer began on Aril 6 with 6 people registered.

The raised bed garden has been prepared for the season and the seeds and plants will be coming soon. There will be survey asking for people to help with the garden bed included both in the coming newsletter and on the website.

Tennis and summer day camps will be held June 21-July 26. Three people will be running the summer day camp with a maximum of 30 kids per week.

The Committee is still looking for someone to run basketball pick-up games like last year.

The Honey Brook Bike Ride benefiting the food pantry will be held on Sept. 24th with course of 5/25/50 miles to choose from. The program will begin and end at Tel Hai.

One member of the committee is working on the skateboard park concept with the Borough.

5. Planning Commission: Mike Reinert stated they have a meeting on April 28 with just about one of every kind of application on the agenda. It is a busy month, with that plus the Zoning Update Task Force meeting.

Bob Witters, Dogwood Drive, stated that at the last meeting, for some applications nobody was there to explain their plan and answer questions. He questioned whether applicants could be required to attend.

Chris Hartman stated it is optional for the applicant to attend the Planning Commission meeting. It is in their interest, but they do not have to attend. The Planning Commission is not required to do independent research or go beyond the scope of what's submitted on their application.

Tracy asked if someone can have an engineer or other party represent the applicant and Chris Hartman stated yes.

Bob Witters whether a Planning Commission member could visit a property to gather additional information about an application. Chris Hartman stated that you would need the permission of the property owner.

Open Forum

1. Jerry Moore, Honey Brook Township Emergency Management Coordinator, announced that the Chester County Emergency Services had reached out to the National Weather Service (NWS) regarding their "Turn Around, Don't Drown" initiative. As part of the initiative, the NWS provided 50 signs nationwide and Honey Brook Township was awarded a sign.

Jerry asked the Supervisors to publicize the new sign that will be placed in the Icedale / Beaver Dam road area that regularly floods requiring rescues. If we can save one life from somebody obeying that sign, then it's well worth it.

Terry Schmidt asked if the Township could put up a temporary barrier such as a gate. Mike Reinert stated that such a barrier could be installed provided that it does not block access to anyone's home or business. The Board of Supervisors would also have to enact an ordinance authorizing the installation.

2. Bob Witters asked whether the liquid fuels revenue of \$278,000 in the budget is received in a lump sum or is there some other form of distribution and is this a use it, do we lose it program?

Steve Landes stated that the Commonwealth provides funds to townships each year based on mileage, supported by your gasoline tax. The Township receives the money in a lump sum which is placed in a separate bank account that may be carried over from year to year. These monies are annually used for road seal coating and line painting. This year there is a special project on Park Road that includes widening, installation of storm sewers and resurfacing. A portion of the money can be used for the purchase of Public Works capital equipment.

New Business

1. Tracy Olsen made a motion, seconded by John McHugh, to approve the payment of all invoices prepared by the Treasurer. All in favor. Motion carried.
2. Motion to (adopt / not adopt) Resolution 12-2016 that approves the Tel Hai tax-free financing.

Jay Wenger, Downingtown National Bank and Sue Verdegem Tel Hai Chief Financial Officer explained the need for the proposed resolution. Jay Wenger reported that a public hearing was held in the Lebanon County on April 6th and that the Lebanon Commissioners approved the refinancing.

John McHugh made a motion, seconded by Tracy Olsen, to adopt Resolution 12-2016 that approves Tel Hai tax free financing. All in favor. Motion carried.

3. John McHugh made a motion, seconded by Tracy Olsen, to adopt Resolution 13-2016 that authorizes the disposal of Township records as permitted by the PA Records Retention Act. All in favor. Motion carried.
4. Tracy Olsen made a motion, seconded by John McHugh, to authorize the Township Manager to sell a 2001 International 4900 truck equipped with a ten foot dump body, tool box, electric tarp, plow and spreader and a 2009 ALYAN water pump system and motors by using an electronic bidding site. All in favor. Motion carried.
5. Motion to schedule a Condition Use Hearing on Wednesday, May 11th at 7 p.m. for the 3041 Horseshoe Pike Plan (Tax Parcel Number 22-8-31) requesting approval as a planned village commercial center as described in the Zoning code under section 902.3.B.

Bob Witters asked what this hearing was concerning. Mike Reinert stated that this is one of the applications being discussed in the upcoming PC meeting.

John McHugh made a motion, seconded by Travis Stacey, to schedule the Conditional Use Hearing for Wednesday, May 11th at 7:00 pm. In favor: McHugh, Stacey. Abstaining: Olsen. Motion carried.

6. John McHugh made a motion, seconded by Tracy Olsen, to support the granting of three (3) variance requests made by Lawrence and Erin Beaver, 298 Vincent Drive (22-5-16.17) regarding impervious cover limitations, front yard setback and accessory shed placement in a front yard. All in favor. Motion carried.

Old Business

None.

Open Forum

None.

Upcoming Meetings: all meetings at Honey Brook Township Administration Building unless otherwise noted. Dates are subject to change.

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| April 20 | Honey Brook Borough and Township Zoning Update Taskforce at 7:00 p.m. in the Honey Brook Borough Hall, 73 Pequea Ave. |
| April 21 | Park and Recreation Committee at 7:30 pm |
| April 25 | Zoning Hearing Board at 7:30 pm |
| April 28 | Planning Commission at 7:00 pm |
| May 5 | Board of Supervisors Workshop at 7:00 pm |
| May 11 | Board of Supervisors at 7:00 pm |
| May 12 | Planning Commission Workshop (if needed) |
| May 16 | Zoning Hearing Board at 7:30 pm |
| May 17 | Land Preservation Committee at 7:00 pm |

John McHugh questioned why the Elverson/Honey Brook EMS report was included in the Board packs. Steve stated that it was for the Board's information.

There being no further business to be brought before the Board, Travis Stacey made a motion, seconded by John McHugh, to adjourn the meeting. All in favor. Meeting adjourned at 8:09 pm.

Respectfully submitted,

Kristy J. Deischer-Eddy
Recording Secretary