

**Honey Brook Township
Board of Supervisors
June 8, 2016 Regular Meeting Approved Minutes**

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 Tracy Olsen; Solicitor Chris Hartman; attorney Beth Auman, also with the Solicitor's Office; Township Manager Steve Landes; and Township Engineer Michael Reinert.

Announcements

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

Public Hearings

1. Solicitor Chris Hartman opened the Conditional Use Hearing for the application of Aaron King, 297 Old Pequea Lane (Tax Parcel Number 22-6-6.8) to operate a kennel at 7:03 pm. The hearing was recorded by a court reporter.

A number of neighboring residents attended the meeting to offer comments and state their concerns about Mr. King's operation. Four of the adjoining property owners became parties to the hearing.

Chris Hartman closed the public hearing at 8:22 pm. He stated that the Board could elect to deliberate in public, recess to an Executive Session to deliberate, or to defer making a decision until the next Regular Board meeting on July 13, 2016.

The Board agreed to defer their decision until the next Regular Board meeting.

2. Chris Hartman opened the Conditional Use Hearing for the application by Benjamin K. & Sadie K. Stoltzfus, 251 Gooseberry Ln. (TPN 22-11-25.1) to operate a kennel at 8:23 p.m. The hearing was recorded by a court reporter.

Some neighboring residents attended to offer comments and state their concerns. Chris Hartman closed the public hearing at 9:14 pm. He stated that the Board could elect to deliberate in public, recess to an Executive Session to deliberate, or to defer making a decision until the next Regular Board meeting on July 13, 2016.

Travis Stacey made a motion, seconded by John McHugh, to recommend accepting the Planning Commission's recommendation that the conditional use not be granted to Benjamin K. & Sadie K. Stoltzfus at 251 Gooseberry Ln. All in favor. Motion carried.

Chris Hartman advised Mr. Stoltzfus of his rights to appeal the decision & what the consequences of having more than five dogs would mean.

Chris Hartman thanked those present for being courteous and respectful of one another during the proceedings.

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Board of Supervisors
June 8, 2016 Regular Meeting Approved Minutes**

Open Forum.

Joe Carmen, Director of Operations for the Elverson-Honey Brook EMS stated that he was visiting all municipalities in their service area to introduce himself and meet the elected officials. Joe reported that the EMS provides monthly reports to the Township. He stated that the EMS covers 13 municipalities from two stations, one in Honey Brook Borough and the other in Elverson. He reported that there were 74 call for service in Honey Brook Township during May, accounting for 71.15% of calls out of the Honey Brook station. Seven calls to the Township were covered by the Elverson station because the Honey Brook station staff was already out on another call. He thanked the Board for their support and invited the Supervisors to contact him if there are questions or concerns about the EMS service.

Departmental Reports

1. Don Johnson, Public Works Director: Don stated that the Roads crew should finish cleaning out ditches this week. Next, they will patch roads to prepare for the seal coating, to be done mid-to-late July, and paint lines. After that, they hope to begin the Park Road project.
2. Kristy Deischer-Eddy, Administrative Assistant: Kristy stated that 14 children had signed up for the half-day camp thus far, with average of 5-10 children per week of the six offered. Four children in each age group had signed up for tennis so far.

A recent project to resolve subdivision lot line anomalies is underway in the office. The County has not always noted the new lot lines on their maps of some recorded projects. Some have resolved themselves, some need to be worked on, but many of the lot line changes have a simple solution. With the help of Jen McConnell, a new procedure will be instituted for any lot line changes that come in through the office to be sure the map lines are implemented in a timelier fashion.

The Supervisors permitted Kristy Deischer-Eddy to leave the meeting at 9:30 pm. Because of the late hour.

3. Steven Landes, Township Manager reported:
 - The Zoning Update Task Force recently met on June 1st and the majority of the meeting was to refine a draft of the proposed Intermunicipal Agreement that will govern the review and approval process for future zoning changes proposed by either the Township or Borough. Once the proposal is finalized it will be presented to both the Borough and Township for review and if acceptable approval at a public meeting. The next meeting of the Task Force is on July 20th.
 - A revised version of the ordinance governing Junkyards was recently distributed for comment. Once all comments are address, the amended ordinance will be presented for Board action.
 - A draft parks rules and regulations ordinance was prepared and submitted to the Solicitor for review. This action was prompted when I went to look at the ordinance to determine what change was needed to accommodate the Parks and Recreation Committee's requested rule change governing dogs and learned there was no ordinance. The draft ordinance will be reviewed by the Parks and Recreation Committee prior to it being submitted for Board action.

**Honey Brook Township
Board of Supervisors
June 8, 2016 Regular Meeting Approved Minutes**

- A new Floodplain Management Ordinance must be enacted by the Township later this year because FEMA has prepared a new Flood Insurance Rate Map. Technicon will prepare the draft for review and by FEMA, Solicitor and the Township before it is submitted for Board action.
- 4. Land Preservation Committee (LPC): Steve Landes reported that the LPC reviewed the list of Agricultural Security Area (ASA) parcels, the recommended additions, and the recommended deletions as prepared by Brandywine Conservancy. A recommendation was made to the Board to approve the changes as presented.
- 5. Park and Recreation Committee (P&R): Steve Landes stated that the Sweet Water Bike Tour for September 24th has been canceled.

He noted that later in the meeting the Board is asked to accept a proposal submitted by the Brandywine Conservancy to conduct a Trail Study. Funding to the 12 month plus undertaking will be provided by the Conservancy from a grant that they have available for this type of work. The proposal was reviewed by the Parks and Recreation Committee and the Manager who both recommended that the Board approve the proposal.

- 6. Planning Commission (PC): Mike Reinert and Bob Witters provided a summary of recent items the Commission have been working on. Mike also noted that the Board will have another busy meeting this month with two subdivision and land development applications plus the conditional use application for another kennel operation to discuss.

Consent Agenda

1. Approve the Board of Supervisors Minutes for the May 5 Workshop and the May 11, 2016 Regular Business Meeting.
2. Accept the May 2016 Financial Report.
3. Accept the March 15, 2016 Land Preservation Committee Minutes.
4. Accept the May 19, 2016 Parks and Recreation Committee Minutes.
5. Accept the May 26, 2016 Planning Commission Minutes.
6. Accept the May 2016 Zoning and Building Report submitted by Technicon.
7. Accept the May 2016 PA State Police Report.

John McHugh made a motion, seconded by Tracy Olsen, to approve the above consent agenda. All in favor. Motion carried.

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.

**Honey Brook Township
Board of Supervisors
June 8, 2016 Regular Meeting Approved Minutes**

2. Chester & Rebecca Stoltzfus Final Minor Subdivision Plan (22-4-76):
 - a. John McHugh made a motion, seconded by Tracy Olsen, to grant the waiver requested from Township Code Section 22-503.A.(3) related to scale of plans. All in favor. Motion carried.
 - b. Tracy Olsen made a motion, seconded by John McHugh, to grant Conditional Final Plan approval of the Chester & Rebecca Stoltzfus Final Minor Subdivision Plan provided the applicant satisfies all comments in the Township Engineer's review letter dated June 7, 2016. All in favor. Motion carried.
 - c. John McHugh made a motion, seconded by Tracy Olsen, to authorize Travis Stacey, Chairperson, to sign the non-building sewage planning waiver for the Chester & Rebecca Stoltzfus Final Minor Subdivision Plan after approval by the Chester County Health Department. All in favor. Motion carried.
3. Tracy Olsen made a motion, seconded by John McHugh, to adopt Resolution 2016-15 to accept the proposal of Brandywine Conservancy to prepare a conceptual trail plan for the Township. All in favor. Motion carried.
4. John McHugh made a motion, seconded by Tracy Olsen, to approve the following five (5) financial security actions recommended by Technicon:
 - a. Hoover Building Specialists on Horseshoe Pike (22-6-8): Release in the amount of \$12,827.87 conditioned on the posting of landscaping maintenance security in the amount of \$8,520.00.
 - b. Village Green, Phase 1 on Horseshoe Pike (22-8-86): Financial Release of \$9,465.00.
 - c. Village Green, Phase 2 on Horseshoe Pike (22-8-86): Financial Release of \$16,353.00.
 - d. Whitehorse Glen Subdivision (22-3-61): Final release in the amount of \$297,531.43.
 - e. Tel Hai – Establish security for Tel Hai Phase 4 West of Treeline Drive (22-10-10.1D) in the amount of \$181,621.33.
5. Tracy Olsen made a motion, seconded by John McHugh, to schedule a Public Hearing during the Supervisors meeting on July 13, 2016 at 7 p.m. for the Agricultural Security Area 7 Year Review. All in favor. Motion carried.
6. John McHugh made a motion, seconded by Tracy Olsen, to schedule a Conditional Use Hearing during the Supervisors meeting on July 13, 2016 at 7 p.m. for the application of Stephen K. Stoltzfus to operate a kennel at 375 Pleasantview Road (22-7-51.3). All in favor. Motion carried.
7. Tracy Olsen made a motion, seconded by John McHugh, to authorize the Township Manager to buy quantities of stone, anti-skid, and asphalt materials as needed by the Public Works Department in 2016 from PA COSTARS (Pennsylvania Co-Operative Sourcing to Achieve Reductions in Spending). All in favor. Motion carried.

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Open Forum.

Bob Witters, Dogwood Drive, asked what the status was of the Township's agreement with Tel Hai. The Manager replied that he is working with Attorney Aumon to clarify the financial requirements contained in several prior agreements and match that with the Township's records of monies received. This information will be reviewed with Tel Hai to solicit their input. A meeting with Tel Hai will be held in the coming weeks.

James Bullock, Icedale Road questioned how often the PA State Police patrol the Road and can they be there more often? The Manager noted that the State Police don't provide the Township with detailed reports that describe when and where their officer are when in the Township. The Township can request that the Police have a speed detail on the road but the where and when is up to the police.

Terry Schmidt, Mount Pleasant Road, questioned whether the Township needed to take any change in the tax rate for land preservation to the voters like had to be done to initiate the tax. John McHugh noted that a reduction does not need to be voted on by the residents.

A resident asked if someone could address the number of off-premises signs in the Township. It was noted that at one time Don Johnson used to pick them up and dispose of them. The Manager will discuss this with Don.

Upcoming Meetings: All meetings will be held in the Honey Brook Township Municipal Building. Dates are subject to change.

June 16	Parks and Recreation Committee at 7:30 p.m.
June 23	Planning Commission at 7:00 p.m.
July 7	Board of Supervisors Workshop at 7:00 p.m.
July 13	Board of Supervisors Meeting at 7:00 p.m.
July 19	Land Preservation Committee at 7:00 p.m.
July 20	Zoning Update Joint Task Force at 7:00 p.m.

Tracy Olsen made a motion, seconded by John McHugh to adjourn the meeting. All in favor. Meeting adjourned at 9:45 pm.

Respectfully submitted,

Kristy J. Deischer-Eddy, Recording Secretary