

**Honey Brook Township
Board of Supervisors
September 14, 2016 Regular Meeting, 7:00 pm**

The meeting was called to order by Vice Chair John McHugh at 7:11 pm with the pledge to the flag. Also present were Chair Travis Stacey and Tracy Olsen, Member, as well as Township Manager Steve Landes, Township Engineer Michael Reinert, and Township Solicitor Christopher Hartman.

Keith Herber and Seth Tieder of the State Police (PSP) were present. Officer Herber went through the crime statistics report from August. He stated that a High-Visibility PSP Team has been formed to deter crime, and they will be doing patrols through Honey Brook Township.

John McHugh asked if there had been an increase in crime in the summer months.

Keith Herber stated that, typically, there's more traffic on the roads in the summer, so incidents do tend to increase.

Tracy Olsen stated that she has noticed the increased presence in the Township and thanked both officers.

John McHugh asked if there would be any visibility [of the High-Visibility PSP Team] on Icedale Road.

Officer Herber stated absolutely.

Benuel Kauffman, Compass Road, asked if there were patrols on Route 10. He stated there are speeding motorcycles there near King Road.

Officer Herber stated that's the kind of information that the PSP needs. If any residents have areas of concern, please contact the barracks.

John McHugh stated that where roads intersect with Route 10, the visibility is often difficult due to the height of the corn at this time of year.

Recognition

The Supervisors presented a Certificate of Appreciation to Sandy Griffin for her generous efforts to benefit the Honey Brook community.

Announcements

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

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Travis Stacey announced that the Board of Supervisors met in executive session prior to tonight's meeting to discuss potential litigation. He then turned the meeting over to Solicitor Chris Hartman.

Public Hearing

1. Conditional Use Hearing 2016-6 was resumed from the August 9, 2016 meeting at 7:21 pm. The application was presented by Benuel Kauffman to permit Samuel L. Kauffman and Ruth Kauffman to use the property at 2398 Compass Road as a kennel.

The proceedings were recorded by a court reporter.

Chris Hartman recommended approval of the kennel because, after receipt of the requested-for materials from the last meeting, the application meets all the Township's requirements.

John McHugh made a motion, seconded by Tracy Olsen, to approve the conditional use application. All in favor. Motion carried. The hearing was closed at 7:24 pm.

Consent Agenda

1. Approve the Board of Supervisors Minutes for the August 10, 2016 Regular Business Meeting.
2. Accept the August 2016 Manager's Report
3. Accept the August 2016 Financial Report.
4. Accept the May 17, 2016 Land Preservation Committee Minutes
5. Accept the August 25, 2016 Planning Commission Minutes
6. Accept the August 2016 Zoning and Building Report submitted by Technicon.
7. Accept the August 2016 PA State Police Report

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

Departmental Reports

1. Don Johnson, Public Works Director, stated that the lines were painted on the roads and a separate company was hired to paint lines at the park & also here at the Township Building. We might get started on the Park Road project this year or we might need to wait until next year. We are still cutting some brush & doing a little patching and sealing of cracks. Pretty soon will need to get the equipment ready for the winter.

Tracy Olsen asked what was happening with the drainage project at the creek at Beaver Dam Road.

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Don Johnson stated that we are not allowed to touch that project until October.

Mike Reinert stated that that was a condition of the DEP permit, because the stream is stocked with trout so the work is only permitted between October & March.

2. Kristy Deischer-Eddy, Administrative Assistant, stated that work is continuing on getting all recorded subdivision plans in line with the mapping at the County level.

The newsletter is going to print shortly with an eye toward a mid- to late-October release.

3. Steven Landes, Township Manager, stated that budget preparation season is upon us. He and the Treasurer are putting together information for the budget. There will be information given in October, November, and the approval will be in December.

The newsletter being put together; deadline for items was September 12.

We are getting prices together for the stormwater work on Park Road. That may or may not take place this year. PP&L will be moving two poles for us at no cost to the Township.

One of the business items tonight is to update the Right-To-Know policy for the Township. A number of changes been made to the law since the last resolution in 2002.

There is another Resolution to consider, about the Township being part of a pilot program to improve water quality under our MS4 permit requirements. I've reviewed the scope of work with Jen McConnell. We think it's a good opportunity for the Township. It requires Jen's input & the benefits will outweigh the annual \$1,000 investment over two years.

Lastly, the 904 grant recycling application is due the end of the month. It will be submitted prior to the deadline.

4. Land Preservation Committee: nobody from the LPC was present. Steve Landes stated that the meeting is next Tuesday, and the committee will be looking at new preservation applications totaling nearly 400 acres for the conservation easement program. The applications will be presented at that meeting.

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5. Parks and Recreation Committee: nobody from the Committee was present.

Kristy Deischer-Eddy stated that the Committee will review the Summer Youth Programs, which more than paid for themselves this year. They will also review the survey results received thus far, a couple of dozen responses.

John McHugh asked about the fitness class.

Kristy stated that it meets the first and third Wednesdays of the month at 11 am and it is well-attended every week.

Tracy Olsen asked what the survey was about.

Steve Landes stated that the park and recreation survey was designed to learn the community's opinion about conditions at James A. Umble Memorial Park; the need for a new community park to serve the eastern part of the Township and what facilities are preferred; and what new recreation activities should be offered in the Township.

6. Planning Commission: Terry Schmidt from the Planning Commission was present. Mike Reinert stated that there was another Zoning Update Task Force meeting on the 21st. At the regular Planning Commission meeting this month, there will be three SALDO applications to review including Honey Brook Community Church (22-7-72), Tel Hai redevelopment on Cherry Drive (22-10-10.1), and the CCSWA (22-3-10). There will also be a conditional use application to review.

John McHugh asked if there was anything more to share about the standards for plan drawings that must be submitted with applications when engineering drawings are not required.

Steve Landes stated that that would be discussed at the October Supervisors Workshop meeting.

Open Forum

None.

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 carries.

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2. Motion to (adopt / not adopt) Resolution 2016-19 that authorizes the Township's participation in the Christina Watersheds Partnership Pilot Collaboration Program for the next two years.

Steve Landes introduced Bob Struble from the Brandywine Red Clay Alliance and SeungAh Byun, Senior Planner for Water Resources from Brandywine Conservancy (BC). SeungAh stated that the Brandywine Red Clay Alliance received a grant from the National Fish & Wildlife Service for three pilot projects in the Christina basin focused on three different landscapes. The Township has been one of 30 municipalities in the CTIP program to improve water quality for many years which is why participation in the project is offered to the Township. The three pilot projects are:

- 1) Agricultural (Honey Brook Township & Honey Brook Borough)
- 2) Suburban (the White Clay watershed)
- 3) Urban (Coatesville)

Brandywine Conservancy will act as coordinator for project. Participation in the program requires the Township to contribute \$1,000 per year for two years of the program.

John McHugh stated that we also have a third watershed, the Pequea Creek, asking if the project would include that area.

Kristy Deischer-Eddy mentioned that the watershed map is posted on the website. The Pequea Creek watershed ultimately drains into the Chesapeake Bay, while the Christina empties into the Delaware River and ultimately the Delaware Bay.

Travis Stacey made a motion, seconded by Tracy Olsen, to adopt Resolution 2016-19, that commits the Township's participation in the Christina Watersheds Partnership Pilot Collaboration Program for the next two years. All in favor. Motion carried.

3. John McHugh made a motion, seconded by Tracy Olsen, to adopt Resolution 2016-18 updating the Township's Right to Know Policy. All in favor. Motion carries.
4. Motion to approve / not approve Resolution 2016-20 that reaffirms that the Township accepted the road [Whitehorse Drive] in the Whitehorse Glen a.k.a. Brandywine Preserve subdivision (Tax Parcel Number 22-3-61) for dedication.

Steve Landes stated that this is another cleanup resolution like the one we did for Mountainview [Resolution 2016-xx].

Tracy Olsen made a motion, seconded by John McHugh, to approve Resolution 2016-20. All in favor. Motion carries.

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5. Motion to (oppose / take no position / support) the special exception and variance application submitted by PMI Investments to the Zoning Hearing Board regarding proposed improvements at Cupola Court mobile home park (TPNs 22-8-15 & 22-8-15.2).

The applicant was present. Mike Reinert stated that the owner plans to replace existing units with double-wide units. A Special Exception is needed for the double-wide trailers, and a Variance is needed for the redevelopment of the non-conforming use in existence. At the end of the day it will be an improvement to the property. The Planning Commission did review the application and recommends support.

Tracy Olsen made a motion, seconded by John McHugh to support this special exception and variance application submitted by PMI Investments to the Zoning Hearing Board. All in favor. Motion carries.

6. John McHugh made a motion, seconded by Travis Stacey, to schedule a public hearing at the Regular Board of Supervisors meeting on October 12, 2016 at 7:00 p.m. for the Conditional Use Application submitted by the Seldomridge Limited Partnership to utilize a portion of Village Square (22-7-73.1B) as a church. All in favor. Motion carries.
7. John McHugh made a motion, seconded by Tracy Olsen, to approve a final security release in the amount of \$2,482.50 for the Ike Fisher/DeckCraft Stormwater Management Plan. All in favor. Motion carries.
8. Other New Business
 - a. Tracy Olsen made a motion, seconded by John McHugh, to enter into an agreement with Public Finance Management to provide advice and other services as described in its engagement letter to assist the Township determine whether it is beneficial to refinance existing debt. All in favor. Motion carries.
 - b. John McHugh made a motion to instruct the Solicitor to prepare and advertise an ordinance for consideration at the November Board of Supervisors meeting to lower the Act 442 portion of the Earned Income Tax from .5% to .25% effective January 2017. There was no second, so the motion died.

The Board then held a lengthy discussion about the tax rate and the land preservation program's future goals. During discussion Chris Hartman suggested that the Board of Supervisors may benefit from meeting with the Land Preservation Committee to get a better understanding about the program and to share everyone's vision and discuss the future of the program.

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Following discussion, Travis Stacey made a motion that the full Board of Supervisors attend the regularly scheduled September 20th meeting of the Land Preservation Committee to discuss the program, seconded by Tracy Olsen. All in favor. Motion carries.

Steve Landes was directed to advertise this special joint meeting.

Old Business

1. Western Chester County Council of Governments (CoG): John McHugh reported that the CoG is now comprised of representatives from ten municipalities who meet on the fourth Wednesday of the month in Caln Township. The CoG is currently discussing several initiatives that are designed to save member municipalities money while addressing current issues including:
 - a. Regional emergency management system project
 - b. Ordinance amendment to address the installation of small cell towers.
 - c. IT cost sharing for software and a variety of services.

The next CoG meeting is September 28th.

Open Forum

None.

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

- Sept. 15 Park and Recreation Committee Meeting at 7:30 p.m.
- Sept. 19 Zoning Hearing Board at 7:30 p.m.
- Sept. 20 Land Preservation Committee at 7:00 p.m.
- Sept. 21 Zoning Update Joint Task Force at 7:00 p.m.
- Sept. 22 Planning Commission at 7:00 p.m.
- Oct 5 Zoning Update Joint Task Force at 7:00 p.m.
- Oct. 6 Board of Supervisors Workshop at 7:00 p.m.
- Oct. 12 Board of Supervisors Meeting at 7:00 p.m.

Travis Stacey made a motion, seconded by John McHugh, to adjourn the meeting. All in favor. Meeting adjourned at 8:26 pm.

Respectfully submitted,

Kristy Deischer-Eddy, Recording Secretary