

HONEY BROOK TOWNSHIP
Board of Supervisors Workshop
Minutes of August 7, 2017

Call to Order: John McHugh called the Honey Brook Township Board of Supervisors workshop meeting to order at 7:00 p.m. Also attending were Supervisors Travis Stacey and Tracy Olsen; Christopher Hartman, Solicitor; Steve Landes, Township Manager; and Mike Reinert, Township Engineer.

1. Executive Session: The Board suspended the workshop to meet in executive session. The workshop meeting was reconvened at 8:50 p.m. by John McHugh who reported that the Executive Session was conducted to discuss pending Conditional Use applications and potential litigation regarding enforcement of sewer regulations.
2. The Manager reported that the Northwestern Chester County Municipal Authority has requested that the Township cease issuing permits to property owners with monies past due to the Authority until such time as the past due amounts are paid.

Chris Hartman stated that he has reviewed the applicable PA law and agrees with the Authority Solicitor that this is within the Township's authority. He recommended that if the Supervisors want to initiate such a policy, that a Resolution be adopted.

Following discussion, the Supervisors directed the Solicitor to prepare a Resolution authorizing such action for consideration by the Board at the September meeting.

3. Mike Reinert provided the Board with an overview of the Municipal Separate Storm Sewer System (MS4) Pollution Reduction / Total Maximum Daily Load Plan that will be submitted to PA DEP as an application to renew our 5-year storm water permit. Mike noted that the Township will conduct a public hearing that has been advertised for Wednesday's meeting to receive comments about the permit application. The public hearing will begin a required 30-day comment period. The application submission deadline is September 16th.
4. August 9, 2017 Supervisors agenda: The draft agenda for the Board's regular August meeting was distributed and discussed.
5. The Manager reported that the Whitehorse Glen developer offered to dedicate a 50' wide easement to the Township which is shown on the approved land development plan. The Manager stated that there are no notes on the approved plan to indicate this area was to be offered for dedicated and that both he and Mike Reinert see no reason to accept dedication and the responsibility to maintain this area.

Following discussion, the Board stated that they are not in favor of accepting dedication and suggested that the developer dedicate the property to the Home Owners Association like the other common ground in the development.

6. Kennels
The Manager reported Abner Stoltzfus, 88 Mount Pleasant Rd voluntarily closed his kennel rather than file an application for conditional use. Mr. Stoltzfus submitted a copy of his closure report from the PA Department of Agriculture to confirm the closure.

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The Solicitor reported that he is preparing a Zoning Ordinance amendment that will remove the requirement for a kennel operator to receive conditional use approval and instead allow the use through a permitting process. Kennels will continue to be permitted allowed in the same zoning districts where they are now allowed provided they meet the current standards including setbacks, parcel size, etc. If the owner does not meet the ordinance standards, then they can file a variance application for a hearing before the zoning hearing board. A draft ordinance amendment will be distributed to the Board for review and discussion prior to any action.

7. Administrative Assistant Hiring: The Manager reported that the application deadline is this Friday August 11th. Interviews will be held the end of August and an employment offer extended in early September. There have been about 100 applications received to date.
8. Elverson – Honey Brook Area EMS: The Supervisors discussed the request for a one-time contribution this year to purchase an ambulance. Following discussion, this matter was tabled until a future workshop.
9. Act 172 of 2016 tax credits for volunteer EMS and Fire Personnel: Travis Stacey reported that he discussed this program with Chief Robb, Honey Brook Fire Company. Chief Robb is not interested in the program because of the added administrative burden it places on Fire Company personnel for the small tax credit volunteers will receive. Due to the Chief's opposition to the program, the Supervisors closed this discussion.
10. James Umble Park Vandalism: The Manager reported that the PA State Police notified him that two juveniles will receive a citation for the recent vandalism at the Park that included destruction of the Ray Means sign and graffiti. The Township has requested that the individuals involved be required to make restitution for the sign.
11. Harmony Day: The Manager reported that a 10 x 10' space was reserved for the Supervisors to participate in this event scheduled on Saturday, September 16th from 10:00 am to 3:00 pm on the Honey Brook Fire Company grounds.
12. 1610 AM radio station: The Supervisors discussed whether to contribute time and money to install equipment on one of the Township buildings to boost the Radio 1610 AM signal. This station operated by a Honey Brook Township resident on Beaver Dam Road provides free announcements for the Township but unfortunately the coverage area is limited. Following discussion, this matter was tabled until a future workshop.
13. MuniLogic Software: The Manager reported that there isn't any progress to report regarding further evaluation of this software. The staff will complete an evaluation and discuss it with Technicon before a recommendation is made to the Supervisors.

Adjourn: There being no additional business to be brought before the Board of Supervisors the meeting was adjourned at 9:40 p.m.

Respectfully submitted,

Steven C. Landes, Township Manager / Secretary