

Honey Brook Township
Board of Supervisors Workshop Minutes
Thursday, October 5, 2017

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

1. Brandywine Terrace

Ernie Dettry attended the meeting to report that most of the units have been repaired to resolve deficiencies identified in the Technicon inspection. In addition to repairs, new propane heating units were installed in each unit by a company specializing in mobile homes. Following discussion, Ernie will coordinate re-inspections of all the units with Technicon to confirm that all items are completed.

2. The Board of Supervisors reviewed and discussed the October 11, 2017 draft meeting agenda.

3. 2018 Budget Preparation

Steve Landes reported that Jackie Smith and he were finalizing a draft budget for all funds that reflects the same level of service to the community. Some noteworthy projects included in the draft budget include:

- a. Implementation of recommendations from the 2015 comprehensive plan including the Zoning Update currently being prepared by the Task Force and Brandywine Conservancy; completion of the Act 537 Plan; TDR Program Update; Land Conservation Plan Update; Official Map Update; Comprehensive Recreation, Parks, Trails and Open Space Plan (1st ever); construct a sidewalk to connect Umble Park with a new sidewalk the Borough install from Horseshoe Pike to the Church property;
- b. Capital projects: Don will complete work on Park Road; put the top surface on the portion of Morgantown Road that was reconstructed this year; and build a shed in the Public Works yard to get backhoe buckets and snow plows out of the weather. Also, the contract to repair Mill Road Bridge.
- c. Purchase of equipment; Don will replace a pickup truck. One desktop computer.

The Supervisors discussed these and other potential expenditures. Steve Landes stated that the draft 2018 Budget for all Funds will be reviewed at the November workshop meeting. The Treasurer will provide a PowerPoint presentation of the proposed 2018 Budget at the November regular meeting. After the PowerPoint and before the Supervisors must vote to advertise a preliminary budget, Steve noted that he will provide some general budget highlights.

4. Elverson – Honey Brook Area EMS

Steve Jones attended the meeting to discuss the needs of the EMS and answer questions that the Supervisor have. The Board and Steve discussed the EMS request for a \$65,000 contribution in 2018. The contribution this year is \$5,000. A copy of the September 11 letter from the EMS requesting the contribution is attached.

The Board also asked Steve how much other municipalities contributed this year over their pledged contribution to assist with the purchase of a new ambulance. Steve did not have the answer but would get back to the Board.

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5. Kennel Task Force Update

John McHugh provided a brief update regarding the Kennel Task Force meetings and pointed out that the task form members will be named at a future meeting. The Task Force is responsible to make recommendations to the Board of Supervisors at the regular December meeting regarding changes to the Kennel requirements.

During discussion, Travis Stacey and Tracy Olsen stated that they didn't think that Lew Wertley should continue as moderator because a number of the attendees have objected. Tracy Olsen moved to remove Lew Wertley as the Task Force moderator, seconded by Travis Stacey and approved.

6. Melvin Stoltzfus, 973 Twin County Road Kennel

Steve Landes reported that Mr. Stoltzfus requests that the requirement to apply for a Conditional Use to operate a kennel be waived until he moves his operation somewhere else which will occur by September 1, 2018. Following discussion, the Board agreed to allow an extension of time to submit a conditional use application until the beginning of June 2018 for either the new or existing kennel site. The alternative to applying at that time is to close the kennel.

7. Draft Zoning Ordinance Amendments

Steve Landes reported that amendments are being prepared by the Solicitor and Engineer to address sections of the Zoning Code that will not be part of the review by the Zoning Task Force. The Supervisors will receive a copy of the amendment for review once a draft is complete.

8. Monthly meeting packets

The Manager question whether the Supervisors were satisfied with the amount of backup documentation for items on the agenda for the regular meetings and if the delivery of much of the information the night of the meeting was acceptable. The Supervisors replied that the current practice is satisfactory.

Adjourn: There being no additional business to be brought before the Board of Supervisors the meeting was adjourned at 9:25 p.m.

Respectfully submitted,

Steven C. Landes, Township Manager / Secretary