

Honey Brook Township  
Board of Supervisors  
October 11, 2017 Regular Meeting Approved Minutes

The meeting was called to order at 7:02 pm by Chairman John McHugh. Also present were Township Supervisors Tracy Olsen and Travis Stacey, Township Manager Steve Landes, Township Engineer Mike Reinert, and Township Solicitor Chris Hartman.

Announcements

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

Consent Agenda: Travis Stacey made a motion, seconded by Tracy Olsen, to approve the following consent agenda:

1. Approve the Board of Supervisors Minutes of the September 7 Workshop and the September 13 Regular Business Meeting.
2. Accept the Planning Commission Minutes of September 28, 2017
3. Accept the Trail Committee Minutes of September 14, 2017
4. Accept the Parks and Recreation Board Minutes of September 21, 2017
5. Accept the September 2017 Township Manager's Report
6. Accept the September 2017 Financial Report.
7. Accept the September 2017 Zoning and Building Report submitted by Technicon.
8. Accept the September 2017 PA State Police Report.

All in favor. Motion carried.

Departmental Reports

1. Don Johnson, Director of Public Works: Don Johnson stated that the line painting has been done on the roads. Work is going on at the Park getting ready for the plantings later this week. We've also worked on the parking lot at Dampman Road for storage of materials.

John McHugh asked how the park looked. Don Johnson stated that there has been some turfing, but no major damage. Some graffiti has been cleaned up also. John McHugh stated that he had talked to Steve about putting up cameras.

2. Kristy Deischer-Eddy, Administrative Assistant: the Honey Brook Community Partnership is conducting a toiletries drive for the Honey Brook Food Pantry. Food stamps don't cover things like toothpaste and shampoo, and these are the types of things that the people who use the Food Pantry need. The collection will be between October 18 and November 8, and the Township will once again serve as a collection point. People are welcome to drop off donations and we'll be sure they get to the Food Pantry.
3. Steven Landes, Township Manager: Introduced Kris Bry here, our new part-time employee at the office. She's observing this aspect of Kristy's job tonight in the event she needs to fill in at some time in the future. Also, Don has a new employee, Vincent Lark, who started about a week and a half ago filling another vacancy.

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The Zoning Task Force will reconvene on November 15. Brandywine Conservancy will have a draft Zoning Ordinance for both the Borough and the Township for review.

The Park & Rec Committee is installing a conservation garden in James Umble Park this Saturday, October 14 at 10:00 am. If anyone is interested they can come out and help out.

4. Land Preservation Committee: Steve reported that the Committee met on September 23. They recommended that the Board of Supervisors approve several properties for the preservation program. Members of the Brandywine Conservancy also began the update to the Land Preservation Plan by reviewing a number of maps in the existing plan.
5. Park and Recreation Committee: Kristy Deischer-Eddy stated that the Committee has had a vacancy for some months, and an agenda item tonight is the recommendation to have that vacancy filled.
6. Planning Commission: Mike Reinert stated that for this month's meeting, there is a small land development plan arising from a variance—the Ware property. We're also looking at a minor subdivision plan and a conditional use hearing application for a campground.

#### Open Forum

Library Presentation by Jennifer Spade, Director: Jennifer provided the Supervisors with an overview of the library's programs and services. We are a very small library but we do a circulation of a medium-sized library with a staff of five. Almost 76,800 items circulated in 2016. She also introduced Sarah who is a new Board member.

The Library appreciates the Township's generous support which helps to maintain and expand services to the community. The library is hoping to expand its facility on the property and will form a development committee to raise the needed funds.

#### Public Hearing

Conditional use application submitted by John K. & Barbara K. Kauffman / Elmer & Rebecca Kauffman to operate a kennel at 1373 Beaver Dam Road. The meeting was turned over to Solicitor Chris Hartman at 7:18 pm. The hearing was reopened and the proceedings duly recorded by a court reporter.

Travis Stacey made a motion, seconded by Tracy Olsen, to approve the application. The hearing was closed at 7:38 pm.

#### New Business

1. Chester L. & Rebecca Jane Stoltzfus Final Minor Plan. The applicant was present. Mike Reinert stated that this is a plan to annex some land to an existing lot. The PC recommends the following waivers and conditional final plan approval.

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- a. Tracy Olsen made a motion, seconded by Travis Stacey, to grant a partial waiver from Sections 22-621 to not require the full boundaries of Lot 2 and the residual tract (TPN 22-7-62/22-7-50.1) to be monumented and only require pins for the new property lines being created. All in favor. Motion carried.
- b. Travis Stacey made a motion, seconded by Tracy Olsen, to grant conditional final plan approval provided the applicant satisfies all comments in the Township Engineer's review letter dated September 28, 2017 and any issues identified in the Chester County Planning Commission review. All in favor. Motion carried.
2. Tracy Olsen made a motion, seconded by Travis Stacey, to approve the payment of all invoices prepared by the Treasurer. All in favor. Motion carried.
3. Travis Stacey made a motion, seconded by Tracy Olsen, to appoint Christine Luke, Deer Run Drive, to an unexpired term on the Parks and Recreation Board ending December 31, 2021. All in favor. Motion carried.
4. Travis Stacey made a motion, seconded by Tracy Olsen, to enact Ordinance 191-2017 that authorizes the Township to enter into an Intermunicipal Agreement with West Nantmeal Township, the Northwestern Chester County Municipal Authority, and Hamell - O'Donnell regarding sewage service. All in favor. Motion carried.
5. Tracy Olsen made a motion, seconded by Travis Stacey, to authorize the Solicitor to advertise a public hearing for the Board of Supervisors November 8, 2017 meeting at 7 pm for the conditional use application submitted by Troy Stacey to operate a campground at 300 Gooseberry Lane. All in favor. Motion carried.
6. Travis Stacey made a motion, seconded by Tracy Olsen, to approve three (3) financial security releases recommended by Technicon:
  - a. Richard Wilson Subdivision Plan, Talbotville/Buchanan/Suplee in the amount of \$9,007.50.
  - b. Arlin Nice Stormwater Management Plan 1720 Reservoir Road in the amount of \$13,750.00, payable to Ben Stoltzfus 1302 Cedar Avenue, East Earl, PA 17519.
  - c. Solomon Zook, 167 Rock Road Stormwater Management Plan in the amount of \$16,397.50.All in favor. Motion carried.
7. Travis Stacey made a motion, seconded by Tracy Olsen, to enter into a lease agreement with the Northwestern Chester County Municipal Authority to use a portion of their property to store material and supplies for the Township Public Works Department. All in favor. Motion carried.

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Open Forum

Kennel task force: John McHugh stated that there is a committee of 11 or 12. A meeting is scheduled on Wednesday, October 18. Steve Landes stated that these are advertised public meetings.

John McHugh reported that Amos Kauffman has offered to be a facilitator for the meetings.

Terry Schmidt asked if a dog kennel has to be a secondary business on a property? Chris Hartman read the section of the ordinance, which states that a kennel can be a second principal use if the current principal use on a property is residential and/or agricultural. John McHugh announced that the Veterans Honor Roll rededication ceremony will be November 5<sup>th</sup>.

Election Day: Kristy Deischer-Eddy stated that the window will be closed to walk-up traffic on November 7 but that staff will be available by phone.

Adjourn

Travis Stacey made a motion, seconded by Tracy Olsen, to adjourn the meeting. All in favor. Meeting adjourned at 7:50 pm.

Respectfully submitted,

Steven C. Landes  
Township Manager / Secretary

Upcoming Meetings: *Meetings are held in the Honey Brook Township Municipal Building. Dates and times are subject to change.*

Oct 12	Parks and Recreation Trail Committee Meeting (7:30 pm)
Oct 14	Trail Committee Garden Planting at Umble Park (10 am) <b>Volunteers Welcome!</b>
Oct 18	Kennel Task Force meeting (7:00 pm)
Oct 19	Parks and Recreation Board Meeting (7:30 pm)
Oct 26	Planning Commission Meeting (7:00 pm)
Nov 2	Board of Supervisors Workshop Meeting (7:00 pm)
Nov 8	Board of Supervisors Regular Business Meeting (7:00 pm)
Nov 15	Zoning Task Force Update Committee (7:00 pm)