

**Honey Brook Township
Board of Supervisors
Organization and Regular Business Agenda
Monday, January 7, 2019**

Call to Order – 7 pm

Pledge to the Flag

Announcements

Board of Supervisors Election of Officers (1-year term, expiring 12/31/18)

1. Chair
2. Vice-Chair

Vacancy Board Chair

Motion to appoint a Vacancy Board Chair to a 1-year term.

Open Forum

Consent Agenda for Appointments (1-year term expiring 12/31/18 except where noted)

1. Resolution to appoint Barbacane, Thornton and Company LLC as the Auditor
2. Chester County Tax Collection Committee Representative – Tracy Olsen
3. Chester County Tax Collection Committee Alternate – Steven Landes
4. Code Official (Building, Property Maintenance, etc.) - Technicon Enterprises, Inc.
5. Earned Income Tax Collector - Keystone Collections Group
6. Emergency Management Coordinator - Robert Esposito, Jr.
7. Emergency Management Coordinator Deputy - Bill Ford
8. Engineer - Technicon Enterprises, Inc.
9. Flood Plain Administrator – Jennifer Van Dyke, Technicon Enterprises, Inc.
10. Land Preservation Committee – John Stoltzfus to a 5-year term, expiring 12/31/23
11. Manager - Steven C. Landes
12. Northwestern Chester County Municipal Authority – Bill Kennedy, 1408 Cambridge Road to a 3-year term expiring 12/31/21
13. Parks and Recreation Board – Kevin Wynant to a 4-year term expiring 12/31/22
14. Pension Plan Chief Administrative Officer - Steven C. Landes
15. Planning Commission – Reappoint Susan Lacy to a 4-year term, expiring 12/31/22
16. Real Estate Tax Collector - Chester County Treasurer
17. Recycling Program Coordinator - Steven Landes
18. Right-to-Know (Open Records) Officer - Kristy Deischer-Eddy
19. Secretary – Steven Landes
20. Solicitor - Christopher Hartman, Hartman Valeriano Magovern & Lutz
21. Treasurer - Peter Barsz, Barsz Gowie Amon & Fultz
22. Voting Delegate to County & State Conventions - Board of Supervisors Chairperson or designee
23. Western Chester County Council of Government - John McHugh
24. Western Chester County Council of Government alternate - Tracy Olsen
25. Western Chester County Regional Uniform Commercial Code Board of Appeals – Eric Fuhrmann, Technicon Enterprises
26. Resolution to reappoint David Rodgers, member and Darlene Olear, alternate to a 3-year term on the Zoning Hearing Board expiring 12/31/21
27. Zoning Officer - Technicon Enterprises, Inc.

**Honey Brook Township
Board of Supervisors
Organization and Regular Business Agenda
Monday, January 7, 2019**

Consent Agenda for Other Township Business

1. Establish 2019 Meeting dates & times:
 - a. Board of Supervisors workshop - Thurs. before the 2nd Wed. each month Feb. to Dec.
 - b. Board of Supervisors regular - 2nd Wed. each month Feb. to Dec.
 - c. Land Preservation Committee - Jan. 15 at 8 AM and then the 3rd Tues. of Mar., July, Sept. & Nov. and May 28 at 7 p.m.
 - d. Planning Commission - 4th Thurs. each month Jan. to Oct., and Nov 14 & Dec 12
 - e. Parks and Recreation Board – Jan 10 at 7 p.m. and then the 3rd Thurs. each month Feb to Oct at 7:30PM
 - f. Trail Study Committee – 2nd Thurs. each month Jan to Nov.
 - g. Comprehensive Rec. Plan Study Committee – Jan. 17 at 6:30 PM

All meetings begin at 7 PM prevailing time unless noted above. All meetings are held in the Honey Brook Township Building, 500 Suplee Road, Honey Brook, PA.

2. Resolution designating emergency service providers for Honey Brook Township.
3. Authorize Supervisors, Engineer and Manager to attend PSATS Conventions and workshops at the Township's expense.
4. Authorize Staff and Planning Commission, Zoning Hearing Board, Land Preservation Committee and Park & Recreation Board members to attend training as approved by the Manager at the Township's expense.
5. Approve the Board of Supervisors Minutes of the December 6, 2018 workshop and the December 12, 2018 regular meeting.
6. Accept the Planning Commission Minutes of the December 13, 2018 meeting.
7. Accept the December 2018 Zoning and Building Report submitted by Technicon.
8. Accept the December 2018 Township Manager's Report
9. Accept the December 2018 Financial Report
10. Accept the December 2018 PA State Police Report

Public Hearing

1. Conditional use application submitted by Amos and Elizabeth Kauffman to permit construction of a play area in the Zone 2 Riparian Buffer.

Department Reports

1. Don Johnson, Public Works Director
2. Kristy Deischer-Eddy, Administrative Assistant
3. Steven Landes, Township Manager
4. Planning Commission
5. Land Preservation Committee

New Business

1. Motion to (authorize / not authorize) the payment of all invoices due prior to the February 13th Board meeting as prepared by the Treasurer and approved by the Manager.
2. Motion to schedule a public hearing at 7 p.m. during the February 13, 2019 Supervisors meeting for a proposed zoning ordinance amendment and direct the Solicitor to advertise the hearing as required by the Municipalities Planning Code.

**Honey Brook Township
Board of Supervisors
Organization and Regular Business Agenda
Monday, January 7, 2019**

3. Motion to direct the Solicitor to advertise that the proposed zoning ordinance amendment may be enacted at the Supervisors meeting on February 13, 2019.
4. Motion to (approve / not approve) an agreement with the Twin Valley Fire Company for emergency and fire protection services in 2019.
5. Motion to (authorize/ not authorize) the Township Manager to prepare specifications and receive bids or COSTARS quotes for the Public Works Department's annual material and supply requirements and then deliver award recommendations to the Board.
6. Motion to approve the Pleasant View Welding request to withdraw its project submission.
7. Motion to (approve / not approve) a partial waiver from Section 20-106.4 of the Honey Brook Township Stormwater Ordinance to allow the property at 809 Cupola to utilize the simplified method for stormwater management rather than submit a fully engineered stormwater plan for the proposed barn.
8. Motion to (approve / not approve) three (3) financial security releases recommended by Technicon:
 - a. Maria Wright / Robert Flint, 84 Miller Lane in the amount of \$7,175.00 for a Stormwater Management Plan site improvement.
 - b. Levi Kauffman, 665 Mill Road in the amount of \$259.12 for site improvements.
 - c. Levi Kauffman, 665 Mill Road Stormwater Management Plan in the amount of \$7,334.00 for site improvements.
9. Other New Business

Old Business

Open Forum

Adjourn

Upcoming 2019 Meetings: *Dates are subject to change*

January 10	Trail Study Committee and the Parks and Recreation Board (7:00 pm)
January 15	Land Preservation Committee (8:00 am)
January 15	Farmers Breakfast (9:00 am) – All residents are invited. Call 610 273-3970 for your reservation.
January 17	Recreation Comprehensive Plan Study Committee (6:30 pm)
January 24	Planning Commission (7:00 pm)
February 7	Board of Supervisors Workshop (7:00 pm)
February 13	Board of Supervisors (7:00 pm)
February 14	Trail Study Committee (7:00 pm)