

## **JANUARY 18, 2016 SECOND MONTHLY MEETING**

The second monthly meeting of Honey Brook Borough Council was held at Borough Hall and all members answered Roll Call except Mr. Ott. Also in attendance were Kimberly Venzie, Borough Solicitor; Denise Zatrutz, Borough Clerk; Anthony Campbell, Zoning/Code/Building Official; and Bill Ford, Public Works Superintendent.

### ***Approval of Previous Minutes***

Mr. Halvorsen made a motion to approve the minutes of the January 4, 2016 Reorganization and Regular Monthly Meeting. Ms. Jenzano seconded the motion. The motion passed unanimously.

### ***Payment of Bills***

Mr. Florio made a motion, seconded by Mr. Mimm, to pay bills as presented. The motion passed unanimously.

### ***Public Presentations***

None

### ***Solicitor's Report***

Ms. Venzie referred Council to a memorandum in their meeting packet from her regarding a legal opinion on compensation of the elected officials with regards to the Borough's compensation ordinance which was the result of questions forwarded to her regarding if Council should be paid when they do not attend a meeting.

Ms. Venzie stated that she is reviewing of the proposed recreational wood burning ordinance.

### ***Secretary/Treasurer's Report***

A copy of Kimmel Lorah's Engagement Letter for auditing services was distributed to Council. Mr. Halvorsen made a motion, seconded by Mr. Florio, to authorize the Treasurer to sign the Engagement Letter. The motion passed unanimously.

Secretary advised that the Borough had received invoices from Commonwealth Code for inspections and plan reviews for 2014 and 2015 which had never been billed to the Borough. She confirmed verification of all but one invoice. The one unverified invoice was for an electrical inspection which would have been done as third party and the Borough did not receive payment. Mr. Florio made a motion, seconded by Ms. Jenzano, to authorize payment to Commonwealth Code for the outstanding invoices in the amount of \$2,014. The motion passed unanimously.

The year-end report from the Chester County Treasurer was received for the December receipts.

## ***President's Report***

President Curtis assigned Committees for 2016.

<b><i>Public Works</i></b> Bill Ford Chris Ott Jim Mimm Ron Rosciolo	<b><i>Finance</i></b> Jessica Curtis (Chair) Jeanne Jenzano Matt Halvorsen	<b><i>Code &amp; Ordinance</i></b> Rich Florio (Chair) Anthony Campbell Jessica Whichard Reuben Schonebaum Matt Halvorsen
<b><i>Police</i></b> Jeanne Jenzano (Chair) Mayor Mulhall Chief Ely Chris Ott Jessica Curtis	<b><i>Personnel</i></b> Rich Florio (Chair) Jeanne Jenzano Jessica Curtis	<b><i>Park &amp; Recreation</i></b> Jeanne Jenzano (Chair) Maggie Prichrad

Committees were asked to provide their yearly meeting schedule to the Secretary in order to advertise.

Ms. Curtis inquired regarding the format for the second meeting of the month which would focus on old and new business. Council concurred to see how the format works.

## ***Mayor's Report***

Mayor reported that the battery backup in the police server was replaced. He also noted that the Chief is getting pricing for Vascar for the Durgango.

## ***Old Business***

Zoning Task Force – The Committee will include the Planning Commission and Anthony Campbell.

Energy Proposal – An updated proposal was received from Direct Energy which quoted a price of \$0.07390/kWh for 31 months commencing June 2016. Mr. Halvorsen made a motion, seconded by Mr. Mimm, approving the proposal to proceed to lock in the new rate effective June 2016 as outlined in Direct Energy's proposal. The motion passed with Mr. Rosciolo voting nay.

Garage Insulation – Mr. Ford reported that he is still waiting for quotes.

Borough Hall Air Conditioning – Mr. Ford reported that he is still waiting for quotes.

Traffic Light – Mr. Ford reported that with the little snowfall that occurred on January 12, the cameras did not work on the traffic light which triggers the tripping cycle. This has occurred in

the past. Signal Service will provide the Borough with a key to the box to allow Borough personnel to adjust accordingly to prevent this ongoing problem.

RU2 Fast Sign – Ms. Jenzano stated that she wanted to clarify a remark that was made at the last meeting whereby it was stated that Council had set a schedule for the sign by Resolution. She stated that was never set by a Resolution. The recent use was discussed. Mayor noted that it was set at the Borough Line a few months ago. Mr. Florio noted that it should be used on streets that have been identified as problem areas.

Borough Manager – Mr. Florio noted that a decision to proceed to hire a Borough Manager was tabled last year and he wanted to determine if the new Council wanted to proceed to hire a part-time manager. Mr. Florio made a motion, seconded by Mr. Rosciolo, to proceed to hire a part-time Borough Manager. Mr. Florio, Mr. Rosciolo and Ms. Curtis voted aye. Mr. Mimm, Mr. Halvorsen and Ms. Jenzano voted nay. Mayor Mulhall chose not to break the tie and defer the vote back to when there is full Council present. Ms. Jenzano noted that this salary is not included in the 2016 budget.

Vacancy Board Chair – Ms. Venzie stated that she was questioned after the last meeting regarding the appointment of Bill Ford as Vacancy Board Chairman and any potential conflict of interest. She said that in reviewing the Code, she could not find anything that states an employee of a municipality cannot serve as Vacancy Board Chair; however, she said that this position could put him in an awkward position should he be needed in this capacity. Mr. Ford stated that he would like to think about the appointment.

### ***New Business***

None

### ***Public Presentations***

Charles Zirkel, 679 Maple Street – Mr. Zirkel commented that he believed the new meeting format for Council meetings should work well and encouraged everyone to work together.

There being no further business to discuss, the meeting was properly adjourned at 7:40 p.m.

Janis A. Rambo, Borough Secretary