

JANUARY 4, 2016 FIRST REGULAR MONTHLY MEETING

The January 4, 2016, first monthly meeting of Honey Brook Borough Council was held at Borough Hall immediately following the annual Reorganization meeting and all members answered Roll Call. Also in attendance were Christopher Falencki, Borough Engineer; Bill Ford, Public Works Superintendent; Denise Zatrutz, Borough Clerk; and Patrick Ely, Chief of Police.

Approval of Previous Minutes

Ms. Jenzano made a motion, seconded by Mr. Florio, to approve the minutes of the December 21, 2015, meeting. The motion passed unanimously.

Payment of Bills

Mr. Halvorsen made a motion, seconded by Ms. Mimm, to approve bills for payment as presented. The motion passed unanimously.

Public Presentations

Christopher Beiler, Honey Brook Community Church – Mr. Beiler asked Council if they could provide relief regarding PennDOT requirements to move the existing cross walk in front of Honey Brook Gardens and 100 feet of sidewalk that must be replaced. Mr. Campbell advised that the 100 feet of concrete curb will need replaced. It was noted that the cross walk is being recommended by PennDOT to be relocated to the intersection of Supplee Road, which would not be on the Church's property. Mr. Falencki stated that a joint meeting with PennDOT is recommended regarding the relocation of the crosswalk.

Engineer's Report

Honey Brook Community Church – Awaiting final plan submission.

Streetscapes – Letter was sent to the contract regarding required repair work which will need to be completed by May 31, 2016.

CC DCD Revitalization Grant – Preparing design and bid documents.

Multimodal Grant – Application review complete and project was recommended. Awaiting possible decision in mid-January.

Chester County Vision Partnership Grant – Zoning Task Force committee needs to be established.

At this time, Mr. Falencki left the meeting.

Solicitor's Report

Not present due to a meeting conflict.

Secretary's Report/Communications

Department of Community Development – Letter was distributed and read from the Department notifying the Borough of an application by the owner of 3951 Horseshoe Pike for a rehabilitation loan. The Borough had no comments.

Server Issue – Secretary advised Council that the server had been experiencing problems over the last two weeks. The only program being utilized from the server was QuickBooks. QNS has moved the program onto the Secretary/Treasurer computer which is backed up to the cloud as well as on the backup at Borough Hall. The Secretary/Treasurer advised that no work is done by the Treasurer remotely nor by a Tax Collector and it was recommended not to take any action to fix or replace the server. Council concurred.

President's Report

President Curtis welcomed the new members to Council.

Mayor's Report

Mayor Mulhall also welcomed the new members to Council.

Monthly Reports

Treasurer's Report – Treasurer reported she is still receiving year end data and will distribute a year-end budget comparison at the next meeting.

Tax Collector's Report - The County was still accepting payment for 2015 up to December 31 and as such no report was available yet for December or year end.

Police Chief's Report – Monthly report was distributed to Council. Chief reported on the holiday toy and food drive and assistance to a family in need that had just relocated to the Borough. Mr. Rosciolo noted that the RU2Fast sign reports have not been provided recently. Chief advised that due to winter, the sign has not been out. Mr. Rosciolo stated that he believed the sign was to be deployed a certain amount of days as per an adopted resolution.

Public Works Report – Monthly report was distributed. Mr. Ford advised that the keyless entry on the front door is broke. Cost to repair would be between \$150 to \$175 plus a \$50 service call fee. Cost to provide security keys would be approximately \$10. Council concurred to have keys that cannot be duplicated cut. Mr. Ford asked about proceeding to get quotes for the garage insulation. Mr. Florio made a motion, seconded by Mr. Mimm, to proceed to obtain quotes for the garage insulation. The motion passed unanimously.

Mr. Ford also reported that he had one quote to provide new air conditioning units for Borough Hall. Council concurred to obtain additional quotes.

Planning Commission – No report.

Code/Building/Zoning Report – Mr. Campbell advised that two building permits were issued in December.

Committee Reports

Code/Ordinance – Mr. Florio reported that the dog crate was received from Mrs. Prichard. The recreational wood burning ordinance is currently being reviewed and drafted for Council's review for consideration to advertise.

Old/Pending Business

VPP Grant – Contract documents were received from the County for the joint Zoning Rewrite between the County and Honey Brook Borough and Honey Brook Township. Mr. Halvorsen made a motion, seconded by Mr. Florio, to authorize Council to execute the contracts. The motion passed unanimously.

Energy Proposal – Nothing additional received to date for Council's review.

SPCA Agreement – Mr. Florio made a motion, seconded by Mr. Halvorsen, to sign an Agreement with the Lancaster County SPCA for 2016. The motion passed unanimously. Mr. Florio made a motion, seconded by Mr. Ott, to authorize payment to the Lancaster County SPCA in the amount of \$300 representing the first half of 2016 payment as per the Agreement. The motion passed unanimously.

New Business

Multi-Jurisdictional Hazard Mitigation Plan – Mr. Halvorsen made a motion, seconded by Mr. Mimm, to adopt Resolution 2016-03, whereby adopting the Multi-Jurisdictional Hazard Mitigation Plan of Chester County. The motion passed unanimously.

Signal Service Contract – Mr. Mimm made a motion, seconded by Mr. Ott, to enter into a two-year traffic light preventative maintenance and service contract at a price of \$525 per year with Signal Service. The motion passed unanimously.

Unauthorized Trash Pick Ups – It was noticed that trash is being set out that is not in trash bags. Further, several places have totes that are being set out on the Borough collection day. Ms. Curtis advised that she would contact Eagle Disposal to remind them that they are not to pick up any private subscription customers trash or recycling on the Borough collection day. It was further suggested that a letter be drafted to send out to other haulers noting the requirements of the Borough's solid waste ordinance.

Public Presentations

Elizabeth Nixdorf – Mrs. Nixdorf also noted, with regards to trash collection, that the contract states that collection cannot start until 6:00 a.m. and that trucks have been seen collecting well before 6:00 a.m., as early as 4:00 a.m. Ms. Curtis advised that she would also remind Eagle Disposal of this contract item.

There being no further business, the meeting was properly adjourned at 8:35 p.m.

Janis A. Rambo
Borough Secretary