

## **MAY 16, 2016 SECOND MONTHLY MEETING**

The second monthly meeting of Honey Brook Borough Council was held at Borough Hall on May 16, 2016, and all members answered Roll Call. Also in attendance were Christopher Falencki, Borough Engineer; Marion Perez Borough Clerk; Anthony Campbell, Zoning/Building/Codes Officer; and Bill Ford, Public Works Superintendent.

### ***Opening of Bids***

As advertised, bids were opened for the White Birch Street Infrastructure Improvements Project. Mr. Falencki opened the bids as follows:

<b><i>Contractor</i></b>	<b><i>Bid Received</i></b>	<b><i>Total Extended Amount</i></b>
Flyway Excavating, Inc. 168 West Airport Road Lititz, PA 17543-7624	5/16/16 @ 11:26 a.m.	\$287,321.00
Fidelity Contracting, Inc. 742 North Manor Road Elverson, PA 19520	5/16/16 @ 11:40 a.m.	\$237,302.00
Landis C. Deck & Sons 316 New Schaefferstown Road Bernville, PA 19506	5/16/16 @ 8:57 a.m.	\$327,732.25
Forino Company 555 Mountain Home Road Sinking Spring, PA 19608		No Bid
Brubacher Excavating, Inc. 825 Reading Road Bowmansville, PA 17507		No Bid
Wexcon, Inc. 379 Tilden Road Mohrsville, PA 19541	5/16/16 @ 11:41 a.m.	\$313,030.00

Mr. Florio made a motion, seconded by Ms. Jenzano, to accept the bids for review. The motion passed unanimously.

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

Mr. Mimm made a motion, seconded by Mr. Halvorsen, to approve the minutes of the May 2, 2016, meeting. The motion passed unanimously.

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

It was noted that the invoice listed for 21<sup>st</sup> Century Media for legal advertising should be deleted. The Treasurer noted that further review of the invoice indicated that the bill was for Honey Brook Township legal advertising, nor the Borough.

Mr. Halvorsen made a motion, seconded by Mr. Mimm, to authorize the payment of bills as presented with the exception of the bill for 21<sup>st</sup> Century Media. The motion passed unanimously.

### ***Public Presentations***

Chris Rogers, 626 Water Street – Mr. Rogers reported that he is currently in a dispute with Keystone Collections regarding previous years' earned income tax. He and his wife did not believe that Honey Brook Borough had an EIT tax. He noted that he interpreted a publication from 2010 that the Borough did not collect a per capita tax to mean "personal earned income". He suggested that the Borough consider a mailing advising of tax rates.

### ***Engineer's Report***

Mr. Falencki reported that he received information regarding the FEMA flood plain maps which are currently being reviewed. He advised that the Borough could a) do nothing as the Borough does not have any identified flood regions; or b) voluntarily join the flood plain program which could assist homeowner's get flood insurance through a federal program. Mr. Florio made a motion, seconded by Mr. Ott, to authorize the Borough Engineer to obtain information from FEMA for Council in order to review the required ordinance which would be required for the Borough to participate. The motion passed unanimously.

Mr. Falencki also updated Council regarding the MS4 process and proposed work that would need to be started in order to meet the 2018 reporting requirement.

Following his report, Mr. Falencki left the meeting at 7:30 p.m.

### ***Old Business***

Personnel Handbook – Mr. Florio distributed a draft revised Personnel Handbook for Council and staff review.

### ***New Business***

Fee Schedule – Mr. Campbell distributed recommended changes to the Borough Fee Schedule. It was also recommended to consider raising the zoning hearing residential fee as the current fee may not cover the cost of advertising and hearing board members attendance fee. Consideration to adopt by Resolution will be placed on the June 6 agenda.

Consideration to purchase cork board – Ms. Perez requested permission to purchase a cork board to be hung outside the clerk's office to post upcoming events, business cards, etc. Mr. Mimm made a motion, seconded by Mr. Halvorsen, to authorize the purchase of a cork board for the office in an amount not to exceed \$50.00. The motion passed unanimously.

***Public Presentations***

None

There being no further business to discuss, the meeting was properly adjourned at 7:51 p.m.

Janis A. Rambo, Borough Secretary