

## **MARCH 6, 2017 FIRST MONTHLY MEETING**

Honey Brook Borough Council held their March 6, 2017 public meeting at Borough Hall and all members answered Roll Call. Also in attendance were Kimberly Venzie, Borough Solicitor; Christopher Falencki, Borough Engineer; Bill Ford, Public Works Superintendent; Anthony Campbell, Zoning/Building/Zoning Officer; Chief Patrick Ely; and Marion Perez, Borough Clerk.

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

Mr. Halvorsen made a motion, seconded by Ms. Jenzano, to accept the minutes of the February 20, 2017 meeting as presented. The motion passed unanimously.

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

Mr. Ott made a motion, seconded by Mr. Mimm, to authorize payment of bills as presented. The motion passed unanimously.

### ***Public Presentations***

None

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

Honey Brook Community Church – Mr. Falencki reported that the cost estimate has been approved and that he had received the Developer's Agreement from the Solicitor.

MS4 – Mr. Falencki provided an update. He noted that the mapping has been completed and has been submitted to the County. He estimated about 500 lf of stream bank protection and is look at alternative of installing inlet filters.

James Street Project – Mr. Falencki reported that the bids are about ready to be bid out. Mr. Halvorsen requested that the Public Works Committee review the bid package/specifications prior to advertising.

Sidewalk Assessment – Mr. Falencki suggested that sidewalks should be assessed with costs in order to be ready for the next round of revitalization grant round or Multimodal. It was noted that we had received an eMail last this afternoon from Senator Rafferty that the Commonwealth Financing Authority is accepting grant applications until July 31, 2017 for their Multimodal Transportation Fund.

At this time, Mr. Falencki departed the meeting.

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

Ms. Venzie reported that she is waiting on the release date for the floodplain ordinance. She noted that adoption needs to be done by September.

She reported that she has a conference call scheduled regarding the Barkman Landfill case. Ms. Venzie stated that she is working on a cell tower ordinance for Council's consideration.

### ***Secretary's Report/Correspondence***

CFA Multimodal Grant Announcement – Secretary distributed the eMail from Senator Rafferty that Mr. Falencki reported on earlier.

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

No report

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

No report

### ***Treasurer's Report***

Treasurer reported that the State Liquid Fuels allocation and turnback allocation was received and deposited into the state fund. The P&L Budget vs Actual report was distributed.

### ***Tax Collector's Report***

Real estate taxes collected through February were \$26,563.19.

### ***Police Chief's Report***

The monthly report was distributed. Chief Ely reported that new vests will be purchased with donation funds received by C.C.S.W.A.

### ***Public Works Report***

The monthly Public Works report was distributed. Mr. Ott reported that the Borough will be purchasing salt from East Brandywine Township at the state contract rate.

### ***Planning Commission***

Mr. Mulhall reported that the Planning Commission continues to work on the Zoning Rewrite as part of the Task Force. Recent meetings have been reviewing the commercial sections.

Mr. Mulhall stated that the Zoning Task Force is now meeting every other week.

### ***Code/Zoning***

Mr. Campbell reported on the recent zoning hearing for 411 James Street which permitted the applicant to erect two single detached dwellings instead of two twin homes. He noted that the applicant will still need to go through subdivision and land development, but will be obtaining a demolition permit to take down the current structure.

Mr. Campbell reported on the recent L&I audit and noted that two permits were issued in February which are awaiting pick up.

### ***Committee Reports***

Park & Recreation – No report.

Code & Ordinance – Mr. Florio noted that the Committee did not meet in February. He stated that Ms. Whichard is reviewing the current ordinances to see which ones need to be redone.

Finance – No report

Personnel – Mr. Florio reported that evaluations are being worked on.

Police – No report.

Council of Governments – Mr. Florio stated that he attended his first meeting on February 22. He noted that Honey Brook Township Supervisor John McHugh was elected President of the COG. He noted that the COG will be offering NIMS training at the County's EMS Center. It was requested to include the volunteer fire company members who require training if possible.

125<sup>th</sup> Anniversary Committee – Committee members reported that they are on schedule. The next meeting will be held on March 27, 2017 at 7:00 p.m. A drawing of the mug that will be sold was shown.

### ***Old/Pending Business***

None

## ***New Business***

Fire Police Insurance Coverage – Mr. Ford reviewed that the fire police when working at special events fall under the leadership of the Borough Police. He stated that he believes, for insurance purposes, the municipality needs to acknowledge and document. Mr. Mimm made a motion, seconded by Mr. Halvorsen, that the Honey Brook Fire Company Police are under the Borough Police Department guidance when supporting special events. The motion passed unanimously.

Newsletter – Ms. Jenzano stated that a draft newsletter will be forwarded to Council by midweek and requested that any comments be sent back as soon as possible as she would like to get the newsletter to the publisher.

Wireless Cell Tower Ordinance – Ms. Venzie stated that this could be included in the zoning rewrite. Dr. Schonebaum stated that the Committee is waiting for the information from her office.

Rental Ordinance – Mr. Campbell requested that Council consider revising the current ordinance, with regards to tenant reporting, to “put more teeth” in it, perhaps with a stronger penalty section. Chief Ely stated that his department uses the tenant list frequently.

Mr. Campbell also that there was discussion last year regarding fence installation with regards to permit and fee which should be clarified. There was also a question regarding people who put grass trimmings into the street. Mr. Campbell felt that this could fall under “illegal dumping”.

Monthly Fire Company Report – The Fire Company reported that there were 27 incidents in the month of February, of which 3 were in the Borough with no monetary loss. Five members of the fire company will be traveling to inspect the new fire truck which is in production.

## ***Public Presentation***

Reuben Schonebaum, 910 Maple Street – Dr. Schonebaum inquired if an ordinance is required regarding basin maintenance. It was noted that if a homeowner has responsibility, it is generally noted on the deed or subdivision plans.

There being no further business to discuss, the meeting was properly adjourned at 7:52 p.m.

Janis A. Rambo  
Borough Secretary