

## **APRIL 3, 2017 FIRST MONTHLY MEETING**

Honey Brook Borough Council held their April 3, 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; and Marion Perez, Borough Clerk.

President Curtis announced that Council met in Executive Session regarding a personnel performance evaluation as well as discussions with the Solicitor regarding the Barkman Landfill litigation.

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

Mr. Halvorsen made a motion, seconded by Mr. Mimm, to accept the minutes of the March 20, 2017 meeting as presented. The motion passed with Ms. Jenzano abstaining stating that she did not attend the March 20 meeting.

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

Treasurer requested one additional bill be considered for approval: invoice from Val DiLuigi in the amount of \$90 for first quarter website updating.

Mr. Ott made a motion, seconded by Ms. Jenzano, to authorize payment of bills as presented as well as the bill from Val DiLuigi in the amount of \$90. The motion passed unanimously.

### ***Public Presentations***

Reuben Schonebaum, 910 Maple Street – Dr. Schonebaum congratulated Councilman Florio on his birthday. Dr. Schonebaum inquired about the follow up with Eagle Disposal's collection during the March snow event. President Curtis advised that Eagle stated that they took whatever trash was out. Attempts had been made to reach the Borough prior to the forecasted storm. Measures are now in place with an additional emergency contact. Treasurer confirmed that the Borough was not charged by CCSWA for any tonnage that week.

Bill Ford – Mr. Ford reported on behalf of the Honey Brook Fire Company that there were 40 calls in March, of which 6 were in the Borough. There was \$0 loss in the Borough.

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

Honey Brook Community Church – Awaiting developer's agreement, revised plan, and escrow posting.

MS4 – Mr. Falencki reported that he is developing application documents. County meeting scheduled for April 12, 2017.

Floodplain Ordinance – Awaiting draft ordinance.

Walnut Hill Escrow Release Request – Mr. Falencki provided a recommendation letter to Council to Mr. Frame's escrow release. He noted that the ADA handicap ramp at the south-east corner of Walnut Street and Park Street has been replaced and the 18-month warranty has expired. The remaining sidewalk escrow balance of \$4,247.10 includes property 12-4-3.1 and 12-4-3.2, construction contingency and inspection. The two properties may never be constructed. Therefore, the remaining sidewalk escrow could be released if Council determines that if and when the two properties are proposed to be built on, that sidewalks be installed at that time. Council discussed options with the Solicitor regarding ensuring that this would be done in the future. After discussion, Ms. Jenzano made a motion to release the escrow upon proper legal recording that sidewalks would be constructed in the future. Mr. Ott seconded the motion. The motion passed unanimously. Mr. Rosciolo inquired what would happen if the Solicitor was unable to have anything recorded.

Upcoming Grant Applications – Borough Council reviewed the upcoming grant application opportunities to include the Chester County Revitalization Grant Application and the Multi-Modal Grant. Council reviewed the various sidewalk scope of work. Mr. Falencki reviewed the timeframe and requirements in order to file for the Revitalization Grant which is due in April following Council's next meeting. After discussion, Ms. Jenzano made a motion to submit a grant application under the Revitalization Grant Program for the Supplee Road sidewalk project and to submit the Maple Street and Chestnut Street sidewalk project under the Multi Modal grant application program. The motion passed unanimously.

James Street Project – Mr. Falencki reported that the project is out to bid with bid opening at Council's May 1 meeting.

Traffic Signal – Mr. Ford reported that during the recent annual preventative maintenance inspection by Signal Service, it was noted that the timing does not match the state permit. Mr. Ford, Mr. Falencki and Chief Ely will address.

At this time, Mr. Falencki departed the meeting.

***Solicitor's Report***

Ms. Venzie reported that with regards to the wireless communication ordinance, she would need to see where that fits in the zoning rewrite. She also reported that she will review the rental registration ordinance to assist in making this ordinance stronger.

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

No report

***President's Report***

No report

***Mayor's Report***

Mayor Mulhall provided information on the "Chesco Alert" and "readychesco.org" programs offered by the Chester County Emergency Services.

***Treasurer's Report***

Treasurer provided the monthly year to date vs budget comparison.

***Tax Collector's Report***

March's deposits have not been received by the County to date.

***Police Chief's Report***

The monthly report was distributed.

***Public Works Report***

The monthly Public Works report was distributed. Council was reminded that street sweeping will be done on April 24. The post office roof work will also soon be beginning.

***Planning Commission***

No report

***Code/Zoning***

Mr. Campbell stated that two permits were issued in March. Mr. Campbell advised that he would not be at Council's May 1 meeting.

### ***Committee Reports***

Park & Recreation – Ms. Jenzano reported that Public Works is coordinating the bocce mix being delivered and the park port-a-potty.

Code & Ordinance – Mr. Florio distributed minutes from the last committee meeting.

Finance – Finance Committee is scheduled to meet on April 12.

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

Police – No report.

Council of Governments – Mr. Florio stated that he was unable to attend the last COG meeting. NIMS training is being scheduled the third week in April.

125<sup>th</sup> Anniversary Committee – Donations are coming in. Council was asked to considering purchasing the “challenge coins” that would be sold or given as a commemorative gift. Approximate cost is \$7.75. Discussions about offering businesses the opportunity to purchase sponsorship on a banner.

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

Newsletter – Ms. Jenzano advised that John Tully did not submit the newsletter on time last week. Hometown Press will attempt to expedite, but it did not get out on schedule.

### ***New Business***

None

### ***Public Presentation***

None

There being no further business to discuss, the meeting was properly adjourned at 8:24 p.m.

Janis A. Rambo  
Borough Secretary