

**MAY 1, 2017**  
**FIRST MONTHLY MEETING**

Honey Brook Borough Council held their May 1, 2017 public meeting at Borough Hall and all members answered Roll Call except Mr. Florio. Also in attendance were Kimberly Venzie, Borough Solicitor; Christopher Falencki, Borough Engineer; Bill Ford, Public Works Superintendent; and Marion Perez, Borough Clerk.

***Approval of Previous Minutes***

Mr. Mimm made a motion, seconded by Ms. Jenzano, to accept the minutes of the April 17, 2017 meeting. The motion passed unanimously.

***Payment of Bills***

Mr. Halvorsen made a motion, seconded by Mr. Mimm, to pay bills as presented with the exception of the invoice from Cozen and O'Connor. The motion passed unanimously.

***Public Presentations***

Ruth Shaeffer, 1049 Spruce Street - Ms. Shaeffer inquired if Council had followed up on her question regarding if the green Borough trash bags had to be tied. Jessica Whicard, of the Code and Ordinance Committee, stated that the ordinance does state that the trash must be “secured” which would apply to all trash being collected.

Ms. Shaeffer also reported that neighbors on Park Street director visitors to park on Spruce Street. It was noted that there are no “NO PARKING” signs on Spruce Street. Mr. Ford stated that he believes he needs easements to put signs in people’s yards. Council stated that locations of where signs need to be placed need to be determined and then request permission to place signs.

***Engineer’s Report***

Opening of Bids – West James Street Project

Mr. Falencki opened the bids submitted by the due date and time. Tabulation is as follows:

CMS, LLC PO Box 1063 Reading, PA 19067	Bid - \$160,776.50 Alt - \$162,330.25
H&K Group 2052 Lucon Road Skippack, PA 19474	Bid - \$185,631.50 Alt - \$209,175.00

D. Malloy Inc. 1060 Boot Road Downingtown, PA 19335	Bid - \$131,922.25 Alt - n/a
Ronnie C. Folk Paving PO Box 268 Shoemakersville, PA 19555	Bid - \$86,697.45 Alt - n/a

Mr. Mimm made a motion, seconded by Ms. Jenzano, to accept the bids and authorize the Borough Engineer to evaluate the bids for recommendation to Council.

MS4 – Mr. Falencki reported that he is attending a meeting on Wednesday. He noted that an agreement with Honey Brook Township may be needed for any work we do in the Township which we will be receiving credit.

Chester County Revitalization Grant Program - Mr. Falencki stated that the grant application was submitted for Suplee Road Sidewalk Project. He thanked everyone who was able to obtain letters of support. He noted that he would need the same type of letters for Chestnut Street and Maple Street for the multimodal grant application.

Mr. Rosciolo stated that Spruce Street is in very poor condition. Mr. Ford stated that he had obtained a quote from Pickering Valley Contractors in the amount of \$36,748.64 to mill and place three inches of 19 mm superpave material. After discussion, Mr. Rosciolo made a motion authorizing Mr. Ford to obtain two more quotes for consideration. Mr. Mimm seconded the motion. The motion passed unanimously.

At this time, Mr. Falencki left the meeting.

***Solicitor’s Report***

Ms. Venzie stated that she would look into the recent invoice from Cozen and O’Connor. She stated that the industrial group wants the municipal group to come to a settlement.

***Secretary’s Report/Communications***

None

***President’s Report***

None

***Mayor’s Report***

None

***Treasurer’s Report***

Year to date budget versus actual comparison report was distributed.

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

Real estate taxes collected for April were \$2,611.47.

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

Mayor Mulhall noted that the suspected bank robber had been arrested. The monthly report was distributed.

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

The monthly Public Works report was distributed. Mr. Ford stated that the white truck would be having work done to the plow. The Post Office roof has been replaced with the rain spout only needing to be installed.

### ***Planning Commission***

Mr. Mulhall reported that the Planning Commission continues to work on the zoning rewrite – but that the end is in sight!

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

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

The monthly report was distributed listing the permits that have been issued year to date. Mr. Campbell's report also noted that rental inspections are continuing and property maintenance has begun.

### ***Committee Reports***

Park & Recreation – Ms. Jenzano reported that the basketball backboards will be replaced and that the Public Works department cut out a new flower bed to plant perennials. All concerts have been booked for 2017.

Code & Ordinance – There was no meeting in April.

Finance – There was no meeting in April. Next quarterly meeting will be held in July.

Public Works – Mr. Ott stated that the load of salt from East Brandywine Township has not been confirmed.

Personnel – No report.

Police – No report.

Council of Governments – No report.

125<sup>th</sup> Anniversary Committee – The Borough was requested to purchase the anniversary coins for the celebration in lieu of any type of cash deposit. The coins will be given to Borough representatives and life members of the fire company. Ms. Jenzano noted that a request from the Methodist Church was received to rent the pavilion on the day of the Anniversary Celebration. She inquired if any events were to be scheduled in the park where the pavilion would be needed. It was noted that the Methodist Church's request for pavilion use would not interfere with the planned anniversary activities.

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

Post Office Roof – Mr. Ford reported that all work has been done except for the rain spout installation. Mr. Mimm made a motion, seconded by Mr. Halvorsen, to release payment to King Family Roofing for the work following all work being completed. The motion passed unanimously.

Anniversary Coin Purchase – Mr. Mimm made a motion, seconded by Mr. Halvorsen, to purchase the 125<sup>th</sup> Anniversary Coins at a purchase price of \$1,012.50. The motion passed with Mr. Ott abstaining noting that he is a life member of the fire company.

### ***New Business***

Computer Virus – It was reported that the Borough Clerk's computer had a ransomware virus. Custom Computer was able to use the Carbonite back up and restore the computer. Ms. Perez obtained information from Custom Computer and Quarter Note Systems for their recommendations going forward. Custom Computer suggested the purchase of a server, or possibly sharing one with the Borough Authority, and using their PA Back Up Services at a cost of \$134 a month to include Trend Micro Worry-Free Business Anti-virus software. Also to be included was a dedicated firewall. Hardware, software, and labor costs would be \$7,513.85 plus the monthly back up costs. QNS proposed a support contract to actively monitor the two computers at a cost of \$295 a month and the purchase of additional anti-virus software.

Jessica Whichard advised that a ransomware virus is typically activated through an eMail link that is opened. She said education is the best prevention to ensure that eMails from an unreliable or suspicious source is not opened. She did recommend two free additional anti-virus software that could be downloaded as well to enhance the Windows Defender that is currently being utilized.

Tree Replacement – Council discussed the replacement tree for the north side of the building near the ramp entrance. Two possible choices were a zelkova or river birch.

***Public Presentation***

None

There being no further business to discuss, the meeting was properly adjourned at 8:16 p.m.

Janis A. Rambo  
Borough Secretary