

AUGUST 21, 2017 SECOND MONTHLY MEETING

The second monthly meeting of Honey Brook Borough Council was held at Borough Hall and all members answered Roll Call except Ms. Jenzano. Also in attendance were Christopher Falencki, Borough Engineer and Bill Ford, Public Works Superintendent.

Approval of Previous Minutes

Mr. Florio noted that the presentation that will be made at the second meeting in September is the Munilogic Application. Mr. Florio made a motion, seconded by Mr. Halvorsen, to approve the minutes from the August 7, 2017 meeting. The motion passed unanimously.

Payment of Bills

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

Public Presentations

None

Engineer's Report

West James Street Rehab Project – Consideration to approve Change Order #2 in the amount of \$823 – Mr. Ott made a motion to approve Change Order #2 in the amount of \$823 related to a water service line that needed to be fixed and relocated away from inlet box CB2. Mr. Mimm seconded the motion. The motion passed unanimously.

West James Street Rehab Project – Consideration to approve Change Order #3 for a decrease in the contract amount of \$1,638.95 – To reconcile final quantities, Mr. Mimm made a motion, seconded by Mr. Halvorsen, to authorize Change Order #3, a decrease in the contract amount of \$1,638.95. The motion passed unanimously.

West James Street Rehab Project – Consideration to approve final completion and authorize Council President to sign the final completion form – Based on the Borough Engineer's recommendation, Mr. Ott made a motion, seconded by Mr. Mimm, to approved the final completion of the West James Street Rehab Project and to authorize the Council President to sign the final completion form. The motion passed unanimously.

West James Street Rehab Project – Consideration to approve application for Payment #1/Final – Based on the Borough Engineer's recommendation, Mr. Florio made a motion, seconded by Mr. Halvorsen, to authorize payment in the amount of \$88,001.50 contingent upon final payroll certifications and required contract close out documents and the authorization to sign and submit the required payment application and payroll certifications to the PA Department of Community

& Economic for release of the funds and payment to the contractor. The motion passed unanimously.

West James Street Rehab Project – Notification letter regarding Closeout Documents – A copy of a letter to the contractor outlining items required for close out and for warranties was distributed to Council.

Authorization to Obtain Signatures as Needed – Mr. Falencki requested Council’s approval to obtain any signatures as necessary in order to file paperwork to the Commonwealth. Mr. Ott made a motion, seconded by Mr. Mimm, to authorize signatures from the Council President, Vice President, Mayor or Secretary as needed to file paperwork with the Commonwealth relative to the closeout and contractor payment. The motion passed unanimously.

Resolution for Participation in the National Flood Insurance Program – A Resolution was presented for consideration which would allow the participation in the national flood insurance program. Mr. Halvorsen made a motion to adopt Resolution 2017-05, a resolution to apply to participate in the national flood insurance program. Mr. Ott seconded the motion. The motion passed unanimously.

Mr. Falencki noted that the ordinance to participate with Honey Brook Township for MS4 Intergovernmental Agreement will be presented at the September 5, 2017, meeting for consideration. He also noted that the Shenberger land development plan that was presented at the Planning Commission meeting did not show any road improvements.

At this time, Mr. Falencki departed the meeting.

Secretary’s Report/Communications

Correspondence was distributed from HiHo Work Space inviting Council to their ribbon cutting ceremony on August 30, 2017 from 4:30 – 6:30 p.m.

Letter was distributed from the Honey Brook Community Partnership regarding participation in their welcome bag program. Requirement to participate is a \$25 per year fee and 250 small items that would go into the bag. Council did not feel that participation would be a fit for the Borough.

A progress report from the Brandywine Conservancy was distributed which outlined the status of the Zoning Rewrite.

President’s Report

No report

Mayor’s Report

Mayor Mulhall noted that he recently participated in the ribbon cutting for J Dog Junk Hauling.

Old/Pending Business

Fee Schedule – A resolution was presented for consideration which would adopt a new fee schedule. The only change to the fee schedule was the fee for a fence and wall in the amount of \$35. Mr. Florio advised that the Code and Ordinance Committee reviewed the fence fee and felt the fee should be between \$30 and \$40 and therefore the \$35 fee would be recommended. As such, Mr. Florio made a motion to adopt Resolution 2017-06, a Resolution amending the Honey Brook Borough Fee Schedule. Mr. Halvorsen seconded the motion. The motion passed

New Business

Discussion regarding yard sale permit fee for 2017 Harmony Day – Mr. Florio made a motion, seconded by Mr. Halvorsen, to waive the yard sale fee for 2017 Harmony Day. The motion passed unanimously.

2018 Budget Calendar – The proposed 2018 budget calendar was distributed to Council for review.

Water Complaint – Mr. Florio noted that a resident had contacted him regarding brown water. It was noted that the Water Authority meets the first Tuesday of each month. Their next meeting would be September 5. It was suggested that the resident would either contact the Borough Authority office or attend the next meeting of the Authority.

Copier Quotes – A comparison of copiers with features and pricing was distributed to Council for review and possible inclusion in the 2018 budget.

Public Presentation

None

There being no further business, the meeting was properly adjourned at 7:30 p.m.

Janis A. Rambo
Borough Secretary