

## **SEPTEMBER 18, 2017 SECOND MONTHLY MEETING**

The second monthly meeting of Honey Brook Borough Council was held at Borough Hall and all members answered Roll Call. Also in attendance were Christopher Falencki, Borough Engineer, Kimberly Venzie, Borough Solicitor, Tricia Swinty, Borough Clerk, and Bill Ford, Public Works Superintendent. President Curtis noted that Council held an Executive Session at 6:30 p.m. to discuss the police chief contract.

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

Mr. Florio noted that it was Mr. Ford who made the comments about the easement requirement on Spruce Street at the September 5 meeting. Ms. Jenzano noted that Chief Ely was present at that meeting.

Mr. Halvorsen made a motion to approve the minutes. Mr. Ott seconded the motion. The motion passed unanimously.

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

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

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

Correspondence from Cozen and O'Connor was reviewed dated August 1. An invoice for \$80 was also received. Ms. Venzie stated that she would contact Cozen and O'Conner to discuss.

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

Mr. Falencki stated that he reviewed the Borough's file for Waynebrook Village and the plans. He noted that he was the design engineer for Waynebrook Village; he did not inspect or review the plans for the Borough. He noted that what was designed is not what is out there today. The swale and pipe is not in the original plans. Mr. Falencki stated that he would recuse himself from the study due to conflict of interest.

### ***Public Presentations***

Matt Gouber and Scott DeCristofaro of Carroll Engineering were present to give a presentation of their software package, Munilogic, a parcel based system for capturing activity such as complaints, zoning and permitting, tax payments, etc. System can be set up towards a municipalities' needs. It can be installed on your own server or web-based.

Jennifer Spade reviewed the Honey Brook Community Library's activities during the year noting the circulation was up 8%. She thanked Borough Council for their annual donation, snow removal, and participating in the Free Library program.

### ***Secretary's Report/Communications***

The monthly Treasurer's Report was distributed.

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

President Curtis thanked everyone who participated and attended the annual Harmony Day.

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

Mayor Mulhall advised that Council is invited to Honey Brook Township's rededication of their Veteran Memorial on November 5 at 12:00 noon.

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

Appointment of Emergency Management Coordinator – Mr. Florio made a motion, seconded by Mr. Halvorsen, to recommend for appointment of Emergency Management Coordinator Robert David Esposito, Jr. The motion passed unanimously.

Inspection Schedule – Mr. Florio stated that Mr. Campbell recommends that building rental inspections and trailer inspections be every two years.

Early Learning Center Complaint – Mr. Rosciolo asked the Borough Secretary if she received a complaint. Ms. Swinty advised that the complaint came in to the Borough Clerk office. Council discussed choosing an engineer to investigate as Mr. Falencki has recused himself. After discussion regarding obtaining proposals from engineers to perform the review, Ms. Curtis stated that she would contact Mr. Falencki for him to develop the scope and to reach out to Cedarville Engineering and HRG Engineers.

Newsletter – Ms. Jenzano reported that the draft was received today and will be distributed to Council for review.

### ***New Business***

2018 MMO – Secretary presented the 2018 Minimum Municipal Obligation for the 2018 Police Pension Plan. Ms. Jenzano made a motion, seconded by Mr. Florio, to accept the 2018 MMO as presented. The motion passed unanimously.

Mr. Ford stated that the Borough will be getting two portable radios by the end of the year from the County. These are being funded through a grant that the County received.

***Public Presentation***

None

There being no further business, the meeting was properly adjourned at 7:32 p.m.

Janis A. Rambo  
Borough Secretary