

JANUARY 9, 2017

FIRST MONTHLY MEETING

Honey Brook Borough Council held their January 9, 2017 public meeting at Borough Hall and all members answered Roll Call. Also in attendance were Kimberly Venzie, Borough Solicitor; Bill Ford, Public Works Superintendent; Anthony Campbell, Zoning/Building/Zoning Officer; and Marion Perez, Borough Clerk.

2017 Organization Matters

Monthly Meeting Dates for 2017 – Mr. Halvorsen made a motion, seconded by Mr. Mimm, to set the monthly meetings as the first and third Mondays of each month at 7:00 p.m. at Borough Hall with the exception of July when the meetings shall be held on July 10 and 24 and the first meeting in September will be held on Tuesday, September 5. The motion passed unanimously.

Committee Meetings – Ms. Curtis noted that the next meeting of the 125th Anniversary Committee of the Fire Company and Honey Brook Borough will be held on January 24, 2017 at 7:00 p.m.

The meeting schedule for 2017 was set as follows:

Code/Ordinance: January 17, February 7, March 7, April 4, May 9
June 6, July 11, August 8, September 12, October 3, November 7, and December 5
All meetings at 7:00 p.m. at Borough Hall

Finance: April 13, July 13, October 5, 12, 19, 26 & November 1 at 6:30 p.m. at Borough Hall

Park & Recreation: Second Monday of each month at 7:00 p.m. at Borough Hall

Police: Third Wednesday of each Month at 6:30 p.m. at the Borough Annex Building

Public Works: Prior to the second monthly meeting of each month at 6:30 p.m. at Borough Hall

Personnel: As needed

The committee meeting schedule was approved on motion by Mr. Ott and seconded by Mr. Halvorsen. The motion passed unanimously.

Bank Depository – Mr. Ott made a motion, seconded by Ms. Jenzano, to utilize DNB First as the Borough's depository. The motion passed unanimously.

Public Notices – Mr. Halvorsen made a motion, seconded by Ms. Jenzano, to utilize *Daily Local News* as the Borough’s medium for public notices. The motion passed unanimously.

Zoning Hearing Board Appointment – Mr. Halvorsen made a motion, seconded by Mr. Ott, to reappoint Theodore D. Ford to a three-year term on the zoning hearing board. The motion passed unanimously.

Planning Commission – It was noted that Thomas Richards did not seek reappointment to the Planning Commission. At this time, an appointment was tabled.

NCCMA – Mr. Halvorsen made a motion, seconded by Mr. Mimm, to reappoint Mr. William Ford III to a four-year term on the Northwestern Chester County Municipal Authority. The motion passed unanimously.

HBBA – Mr. Ott made a motion, seconded by Mr. Mimm, to reappoint Edward Max to a four-year term on the Honey Brook Borough Authority. The motion passed unanimously.

2017 Emergency Services Resolution – Mr. Ott made a motion, seconded by Mr. Mimm, to adopt Resolution 2017-01, a Resolution designating emergency response for the Borough of Honey Brook. The motion passed unanimously.

Approval of Previous Minutes

Mr. Halvorsen made a motion, seconded by Mr. Florio, to accept the minutes of the December 19, 2016 meeting as presented. The motion passed unanimously.

Payment of Bills

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

Public Presentations

John Robb, President, Honey Brook Fire Company – Chief Robb gave the year-end report and introduced Dustin Nierentz, President of the Fire Company. They both expressed their interest to work with the Borough throughout the year.

Engineer’s Report

Mr. Falencki’s monthly report was distributed.

Solicitor's Report

Ms. Venzie stated that she has been working with the Ordinance Committee during the past year. She also suggested that the Borough look at possible adoption of a mini cell tower ordinance. She requested to be kept in the loop for the zoning ordinance review.

Communications

Notice of an upcoming zoning hearing was distributed for the application of Kristopher Phillips for a variance for the property located at 411 James Street. The applicant would like to erect two single detached dwellings instead of two twin homes.

The next round of the County's Vision Partnership Program (VPP) grant program was announced. The Borough would not be eligible as they are working on the zoning ordinance which is being funded under the VPP program.

President's Report

No report

Mayor's Report

Mayor Mulhall reported that the last update of the historic resources was last done in 1982. The Planning Commission will review.

Treasurer's Report

Treasurer advised that a year-to-date comparison for the year 2016 will be distributed at the next meeting. Year-end bank statements are just starting to be received.

Tax Collector's Report

Chester County Treasurer's Office reported that they collected \$333.67 in December and \$48.20 in January as of January 6.

Police Chief's Report

Mayor Mulhall stated that the Chief was on an all-day call and that he would eMail out the monthly report when received.

Public Works Report

Mr. Ford reported that 30 tons of salt has been used to date this winter.

Planning Commission

The Commission vacancy will be put on the website.

Code/Zoning

Mr. Campbell reported that there were no permits issued in December. He noted that he is working on year-end paperwork. He advised that the permit application for the Honey Brook Community Church was not approved within the timeframe submitted due to several deficiencies.

Committee Reports

Park & Recreation – No report

Code & Ordinance – Mr. Florio stated that the fence ordinance and possible fee schedule resolution revisions will be discussed at the next meeting.

Finance – No report

Personnel – No report

Police – No report.

Old/Pending Business

Trees – Mr. Ford stated that he is waiting for a date from the contractor to the tree removal at Borough Hall as previously approved.

Trash – It was reported that Eagle Disposal has been noticed picking up private subscription customers' trash on the designated Borough collection date which is a violation of the contract. Secretary was requested to send a reminder letter to Eagle Disposal.

New Business

Western Chester County UCC Appeals Board Fee Schedule – The WCCUCC Appeals Board fee schedule was presented to Council. Ms. Jenzano made a motion, seconded by Mr. Halvorsen, to adopt the fees set by the WCC UCC Appeals Board. The motion passed unanimously.

2016 Audit Engagement Letter – A copy of the engagement letter with Kimmel Lorah to perform the 2016 annual DCED audit was distributed to Council. Mr. Florio made a motion, seconded by Mr. Halvorsen, to authorize the Borough Secretary to sign on behalf of the Borough. The motion passed unanimously.

Western Chester County Council of Governments (COG) – Mr. Ott made a motion, seconded by Mr. Halvorsen, to join the Western Chester County COG. The motion passed unanimously. Mr. Mimm made a motion, seconded by Mr. Ott, to appoint Richard Florio as the Borough’s representative to the COG. The motion passed unanimously.

Public Presentation

None

There being no further business to discuss, the meeting was properly adjourned at 7:50 p.m.

Janis A. Rambo
Borough Secretary