

## **OCTOBER 1, 2018 FIRST REGULAR MONTHLY MEETING**

The October 1, 2018 first 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; Bill Ford, Public Works Superintendent; Anthony Campbell, Code/Zoning/Building Officer; Chief Pat Ely; and Tricia Swinty, Borough Clerk.

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

Mr. Halvorsen made a motion, seconded by Mr. Florio, to approve the minutes of the September 17, meeting. The motion passed unanimously.

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

Ms. Whichard made a motion, seconded by Mr. Ott to approve bills for payment as presented. The motion passed unanimously.

### ***Public Presentations***

Mr. Allen Beiler, Jake Bailey, and Mike Fisher were present on behalf of the Honey Brook Fire Company and reviewed the equipment replacement plan. They thanked the Borough for their continued financial support to the fire company which is estimated at \$11.45 per capita. They noted that they also presented to Honey Brook Township. They also reviewed the training required per firefighter and the gear that must be replaced and associated costs. They noted that five sets of gear costs \$10,000.

Dr. Marsha Kirshner, 4660 Horseshoe Pike, presented Council with the current noise control ordinance and asked Council to consider additional criteria be added.

Beth Truesdale Ventrone, 410 Chestnut Street, inquired about a building permit that was issued years ago and trying to get a copy of it and if it was still valid. Mr. Campbell advised this was a permit that was issued by Yerkes which would not be in the electronic file that has now been established by the Borough. He stated that if the work that they wish to do to their home falls under maintenance, they may not need a permit to do the work. Ms. Ventrone also had questions regarding a fence that their neighbor put up which Mr. Campbell stated he would answer her concerns.

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

*Suplee Road Grant* – Mr. Falencki stated that he had the Change Order in the amount of \$25,104.00 which was approved at the last meeting prepared for the Council President to sign.

*PennDOT Signage* – Mr. Falencki reported that he received an eMail from PennDOT regarding signage and striping that they are planning and inquiring if the Borough will take responsibility

after they do the work. He said that he and Mr. Ford have reviewed and have some concerns with some of the work. Direction was given by Council to request revised plans for the next meeting before Council will take any action.

At this time, Mr. Falencki departed the meeting.

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

No report

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

Secretary reported that the 2018 police pension state aid in the amount of \$9,368.77 was received. The 2018 payment to PMRS as well as the additional \$10,000 allocation that was approved was part of the bills that were approved this evening.

Secretary reported that the 2018 fireman's relief association allocation was received in the amount of \$8,757.80. This amount was approved this evening with payment of bills for distribution to the Honey Brook Fire Company Fireman's' Relief Association.

The 2019 estimate for liquid fuels allocation was received in the amount of \$47,560.30. The 2019 turnback allocation will be \$1,680.00.

The application and review correspondence for the *Edge of Brook Farm Subdivision* was distributed to Council.

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

Ms. Curtis noted that the Finance Committee will be meeting on October 10 and reminded Council that 2019 budget information is now due to the Treasurer.

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

None

### ***Monthly Reports***

Treasurer's Report – The monthly Profit/Loss comparison to Budget was distributed.

Tax Collector – Monthly report has not been received from the County for September collections.

Police – Chief Ely submitted the monthly report. He also advised that he has found a refurbished vending machine that he would like to purchase for \$1,595, plus \$248 for delivery. He would then like any proceeds for the machine be donated into the Police Activity Fund. He noted that there would be a 120-day warranty on the machine and that the purchase would come from the

donation funds. Ms. Jenzano made a motion to approve the purchase, including delivery, in the amount of \$1,843.00. Mr. Ott seconded the motion. The motion passed unanimously. Ms. Curtis thanked Chief Ely for his efforts taking goods to North Carolina. Chief provided a report of his trip and the activity. It was asked, if possible, if some of the pictures that was posted on his personal Facebook page could be added to the Borough's website.

Public Works – The monthly report was distributed. It was noted that vandalism at the park pavilion and library box were addressed.

Planning Commission – It was noted that the *Edge of the Brook* plans were sent back for correction.

Codes/Zoning/Building – Mr. Campbell noted that the building code has been updated and that the Borough should have a set of the most recent books on hand at Borough Hall. Ms. Jenzano made a motion, seconded by Ms. Whichard, to purchase a set of the required building code books for Borough Code as required. The motion passed unanimously.

### ***Committee Reports***

Park & Recreation – Ms. Jenzano reported that there is one bocce tournament remaining. Some repairs in the park will be addressed before winter.

Code & Ordinance – Ms. Whichard noted that the monthly meeting will be canceled this week. She noted that the Noise Ordinance will be reviewed.

Finance – Finance Committee will meet on October 10 and budget meetings will begin on October 17.

Public Works – The new plow will be installed on the truck. Mr. Ford asked Council to consider hiring Glen Morgan as a part-time laborer. Mr. Ott made a motion, seconded by Mr. Mimm, to hire Glen Morgan as a part-time laborer, contingent upon a satisfactory background check, at a rate of \$16.00 per hour to begin with a 90-day probationary period. The motion passed unanimously.

Police – No report.

COG – Mr. Florio gave a report on the most recent COG meeting.

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

Superfund Site – Solicitor has reached out to the EPA requesting documentation regarding the Borough's responsibility and confirmation how the Borough is named in this case.

Solid Waste Bid – Tabulation of the solid waste bids were reviewed. Question arose regarding if the Borough chose the option with the 64-gallon totes, if a resident had a damaged/stolen/missing tote, who is responsible to replace and if there would an additional cost

to the Borough for the container. Mr. Ott made a motion to table award of the trash contract. Mr. Florio seconded the motion. The motion passed unanimously.

Military Banners – Mr. Ford reported that he needed to submit the list of pole numbers to PP&L and fill out a form in order to request permission to hang banners from their poles.

Office Coverage – It was previously noted that Ms. Swinty would not be in the office on October 12 and that Mr. Ford would coverage; however, his schedule would not permit him to be in that day. Ms. Curtis stated that she could cover the front office on October 12.

*Military Banners* - Mr. Mimm had emailed Council members the banner samples which will be provided by MilitaryTributeBanners.org. Council chose Banner #1 and Back #2, Mr. Mimm will get the sample banner. Mr. Ford has been trying to contact PP&L for permission to post the banners to their poles.

### ***New Business***

Carpet Cleaning – Mr. Ford stated that the had a quote from Stanley Steamer to clean the carpet at Borough hall at a price of \$434 including stain guard. Ms. Whichard made a motion to have the Borough Hall carpets cleans at a cost of \$434.00. Ms. Jenzano seconded the motion. The motion passed unanimously.

Chief Ely asked that a quote to clean the police office carpets be obtained.

Real Estate Tax for Fire Company – It was noted that the Borough could establish a real estate tax for fire company contribution.

Laptop for Public Works – A quote from Custom Computer was obtained for a laptop for public works. Ms. Jenzano made a motion to purchase a laptop from Custom Computer in the amount of \$1,149.00 for public works. Mr. Florio seconded the motion. The motion passed unanimously.

### ***Public Presentations***

None

There being no further business, the meeting was properly adjourned at 8:26 p.m.

Janis A. Rambo  
Borough Secretary