

FEBRURY 5, 2018

FIRST MONTHLY MEETING

The first monthly meeting of Honey Brook Council was held at Borough Hall and all members answered Roll Call except Ms. Curtis. Also in attendance were Kimberly Venzie, Borough Solicitor; Bill Ford Public Works Superintendent; Chief Patrick Ely; and Tricia Swinty, Borough Clerk.

Meeting was called to order by Vice Chairwoman Jeanne Jenzano

Approval of Previous Minutes

Mr. Mimm made a motion to approve the minutes from the January 15, 2017 meeting. Mr. Florio seconded the motion. The motion passed unanimously.

Payment of Bills

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

Public Presentations

Ruth Shaeffer, 1049 Spruce Street, inquired about the green trash bags that are not being tied resulting in trash blowing around. Mr. Ott inquired if the material is recyclable which could be coming from the recycle containers. It was noted that when the trash contract is bid out later this year, the specifications could include that the hauler provide toter-type recycle containers with lids. Mr. Campbell reported that he took a look around last time this was mentioned and he would be willing to send a letter if he knows who is violating the ordinance. He stated that he is not scheduled in Honey Brook on Wednesday mornings. It was noted that a reminder will be included in the next newsletter about ensuring trash bags are tied. Ms. Swinty was asked to put a reminder on the website as well.

Engineer's Report

The monthly Engineer's Report was distributed to Council. Mr. Falencki was not in attendance.

Solicitor's Report

Ms. Venzie reported that she and Mr. Campbell meet prior to the meeting to review the rental ordinance.

Ms. Venzie distributed information on the Fire Insurance Escrow Act for Council's consideration. Council concurred for her to draft an ordinance to implement an escrow posting for severe fire damage.

Ms. Venzie reported that a letter was received from the Waynebrook Village HOA. They inquired if permit fees could be waived and who would they be working with in regards to the permit. Mr. Ott noted that he would like to see the bypass be filled with concrete. It was noted that they would be working with Mr. Falencki with regards to the stormwater permit and feels there is no conflict of interest for Mr. Falencki to be involved with the stormwater permit process. She further noted that she cannot see a permit fee being waived as there will be associated Borough costs involved.

Karen Kelly of White Drive inquired if the concrete was in the original recommendations. Jessica Whichard, President of the HOA, noted that they have received pricing from their contractor based on the requirements provided to them. Continued changes will affect their costs and inquired if there are any additional changes that will need to be made to the scope provided in the HOA's letter of February 5.

Communications/Secretary's Report

Secretary requested Council's consideration to waive the Honey Brook real estate tax payment for the post office and water tower properties. Mr. Halvorsen made a motion, seconded by Mr. Ott, to waive the Honey Brook real estate tax payment for the post office and water tower properties. The motion passed unanimously.

President's Report

No report.

Mayor's Report

No report.

Monthly Reports

Treasurer's Report – The monthly P&L report was distributed.

Tax Collector's Report - No report.

Police Chief's Report - The monthly report was distributed. Consideration to hire Jeremy Lanza as a part-time police officer was requested. Mr. Mimm made a motion to hire Jeremy Lanza as a part-time police officer. Mr. Ott seconded the motion. The motion passed unanimously.

Chief also asked for consideration to place the Police Charger on MuniBid when the new police vehicle arrives. Mr. Ott made a motion, seconded by Mr. Mimm, to authorize Chief to

place the charger on MuniBid when the new vehicle is in service. The motion passed unanimously.

Public Works Reports - Mr. Ford provided the monthly written report. He also noted that he continues to work with PP&L regarding lights that are still out since last summer.

Planning Commission - Mayor Mulhall informed Council that the Planning Commission continues to work on the zoning ordinance rewrite and believes they will have one more meeting. He also noted that Misa Corporation is looking to submit plans to subdivide the trailer park and commercial into two parcels.

Code/Zoning/Bldg Officer's Report – The Codes Committee will hold their first meeting on February 6 at 7:00 p.m. Mr. Campbell also distributed the permit list year to date.

Committee Reports

Park & Recreation - no report

Code/Ordinance - no report

Finance – Awaiting 2018 meeting dates.

Public Works – Mr. Ford reported that the new radios were received by the County.

Personnel – Mr. Florio reported that evaluations of employees are being started.

Police - no report

WCC COG – Mr. Florio reported on the January COG meeting. He stated that NIMS training could be held on either February 13 or February 20 for Borough Council. Council's preferred date was February 20.

Old/Pending Business

Consideration to accept General Code's proposal for codification of ordinances. - Ms. Swinty confirmed that the \$1,195 is rebilled annually and that it would still need to be paid in 2018. After discussion, Mr. Florio made a motion, seconded by Mr. Ott, to authorize General Code to codify the ordinances as per their proposal at a cost not to exceed \$2,255. The motion passed unanimously.

New Business

Discussion/consideration for Borough Map and Welcome Folders - Ms. Jenzano inquired about the Borough working with the Township, through Hometown Press, to prepare an updated municipal map and information guide. She also had samples of a Welcome Folder that is also

done through Hometown Press through advertisements that can be used to give to new residents. Council agreed to proceed with both projects.

New Business Opportunities – Mr. Florio advised that he would like to schedule Graham Copeland to meet with Council to review his services which could provide opportunities for new business and the impact of funding to the Borough with the closure of the landfill in the future. Mr. Copeland will be invited to attend Council's next meeting.

Website Design – Mayor Mulhall distributed information from *Civicengage*, a local government website design. More information will be obtained.

Public Presentations

None

There being no further business, the meeting was properly adjourned at 8:20 p.m.

Janis A. Rambo
Borough Secretary