

MARCH 5, 2018 FIRST REGULAR MONTHLY MEETING

The March 5, 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; Tricia Swinty, Borough Clerk; and Anthony Campbell, Building/Zoning and Codes Officer.

Public Hearing

As advertised, a public hearing was held to hear comments regarding the Borough's application under the Chester County Department of Community Development's Community Revitalization Program for sidewalk and curb reconstruction on both sides of Maple Street, north of the Route 322/Maple Street intersection to Arch Street in the amount of \$185,000.

Being no comments, the hearing was closed.

Approval of Previous Minutes

Mr. Halvorsen made a motion, seconded by Mr. Mimm, to approve the minutes of the February 19, 2018, meeting. The motion passed unanimously.

Payment of Bills

Mr. Halvorsen made a motion, seconded by Mr. Mimm, to approve bills for payment as presented with the exception of the invoice from Cozen O'Connor. The motion passed unanimously. Mr. Halvorsen asked that the Cozen O'Connor invoice be reviewed by the Borough Solicitor.

Public Presentations

Matthew Amburg, 1006 Maple Street – Mr. Amburg reported that people are parking in front of his mailbox preventing him from getting his mail delivered. He stated that he believes the cars are from residents of Waynebrook Village. He advised that he has provided license plate numbers of the cars that continue to park in front of his mailbox to the police department. It was noted that there are plenty of spaces on Park Street to park. Ms. Whichard, who is also the Waynebrook Village HOA President, stated that residents are asked not to park in the Waynebrook Village guest parking, but utilize public parking. Council advised that they would look into the issue and try to resolve along with the HOA and asked Mr. Amburg to advise if the problem continues.

Engineer's Report

Shenberger Subdivision – Mr. Falencki reported that he reviewed the cost estimate for the project and advised the financial escrow security would be \$37,452.50.

VPP Grant – The Zoning Task Force is scheduled to meet on Wednesday, March 7.

MS4 – DEP meeting set for March 12, 2018.

DCD CRP Grant – Mr. Falencki reported that the Township met with the Church and have a verbal agreement for the sidewalks on the Church property.

Honey Brook Early Learning Center/Waynebrook Village – Nothing additional to report from last meeting.

2018 DCD CRP Grant – Mr. Falencki reported that he continues to prepare the grant application that is due on March 15 and gather updated documents from the Borough office that are required to be submitted with the application. At this time, Resolution 2018-02, a resolution declaring Honey Brook Borough's intent to file a grant application to the Chester County Department of Community Development under the 2018 Community Revitalization Program was read for consideration. Mr. Halvorsen made a motion, seconded by Mr. Ott, to adopt Resolution 2018-02, a resolution declaring Honey Brook Borough's intent to file a grant application to the Chester County Department of Community Development under the 2018 Community Revitalization Program. The motion passed unanimously.

PaDOT MultiMunicipal Program – Mr. Falencki reported that he continues to work on the grant application for Chestnut Street improvements. He noted that there may be an application fee required.

Solicitor's Report

It was noted that Ms. Venzie could not attend this evening's meeting. Previously, Ms. Venzie had provided the draft Intergovernmental Cooperative Implementation Agreement for Honey Brook Township and Honey Brook Borough as well as the draft ordinance authorizing the Borough to enter into the Agreement. Mr. Mimm made a motion, seconded by Mr. Ott, to authorize the Borough Solicitor to advertise the ordinance authorizing the Borough to enter into the Intergovernmental Agreement. The motion passed unanimously.

At this time, Mr. Falencki left the meeting.

Secretary's Report/Communications

Nothing to report.

President's Report

Ms. Curtis distributed a revised list of committees. She also noted that Reuben Schonebaum has requested to be on the Long-Term Planning Committee.

Mayor's Report

Nothing to report.

Monthly Reports

Treasurer's Report – Treasurer distributed the year-to-date P&L comparison.

Tax Collector's Report - The County collected \$26,314.27 for January and February 2018.

Police Chief's Report – Monthly report was distributed to Council. Mayor Mulhall reported that the Chief was unable to attend this evening's meeting but will attend the next meeting.

Public Works Report – Monthly report was distributed. Mr. Ott noted that we need approximately 10 pieces of plywood to finish closing off two of the three walls. He also noted that prices will be obtained to put heat into the Maintenance Garage. Mr. Ford stated that the plow on the green truck may make it through this winter but will need to be replaced before next winter.

Planning Commission – Minutes from the recent Planning Commission meetings were distributed to Council.

Code/Building/Zoning Report – The monthly report was distributed. Mr. Campbell stated that a letter was prepared to address solid waste ordinance violations. He also noted that he reviewed the General Code online options and believes that at renewal the Borough could go with the lower plan at a cost of \$695 versus \$1,195.

Committee Reports

Park & Recreation – Ms. Jenzano reported that the Committee will meet next week with Mr. Ford to review the annual maintenance at the park. All concerts for 2018 have been booked and all 2018 bocce tournaments have been scheduled.

Code/Ordinance – Ms. Whichard reported that the March 7 meeting is canceled.

Finance – Nothing to report.

Public Works – Mr. Ford advised that he will be completing the 2018/19 CoStars salt contract for the Borough. He noted had the Borough participated this year, there would have been a savings of \$9 a ton. Mr. Ford advised that he attended a local meeting with PennDOT.

Personnel – Mr. Florio reviewed that the Committee, when required, finds candidates to bring to Council when there are vacancies. He also noted that the objective is also to perform evaluations of employees but noted that these should be initialed through the Committee Chair for employees. Ms. Whichard inquired if there are employee evaluation forms.

Police – Nothing to report.

WCC COG – Mr. Florio reported on the recent COG meeting. He noted that we have been asked to join the Western Chester County Regional Emergency Management. Mr. Ford suggested that we get input from our EMC. Annual member fee will also be confirmed. Mr. Florio also noted that annual Western Chester County Chamber Municipal Update Luncheon will be held on March 23.

Long-Term Planning – Mr. Florio stated that he is working on a task list in order to obtain a quote from Graham Copeland.

Old/Pending Business

Joint Map/Info Guide with Honey Brook Township – Ms. Jenzano reported that Honey Brook Township issued their last map in 2016. Sponsors for that map were contacted in 2015. Ms. Jenzano wanted to confirm that the Borough wanted to move forward at this time knowing that some of the businesses were contacted for a map within the last 2-3 years. Council concurred to move forward.

Superfund Site – Mr. Halvorsen reported that there are no updates.

New Business

Storm/Trash – Ms. Curtis advised that with the pending storm for Tuesday evening/Wednesday, she would contact Eagle Disposal to inquire if the Borough's trash collection will be effected.

Newsletter – Ms. Jenzano stated that the Newsletter was sent to the publisher and she would forward a draft to Council when she receives it back.

Public Presentations

None

There being no further business, the meeting was properly adjourned at 8:09 p.m.

Janis A. Rambo
Borough Secretary