

## **JULY 2, 2018**

### **FIRST REGULAR MONTHLY MEETING**

The July 2, 2018, first monthly meeting of Honey Brook Borough Council was held at Borough Hall and all members answered Roll Call except Ms. Curtis. Vice President Jenzano opened the meeting. Also in attendance were Christopher Falencki, Borough Engineer; Kim Venzie, Borough Solicitor; Bill Ford, Public Works Superintendent; and Tricia Swinty, Borough Clerk.

#### ***Public Hearing***

As advertised, Solicitor Venzie opened a public hearing to hear comments on a proposed ordinance amending the Borough of Honey Brook Code of Ordinances, at Chapter 11, Housing, to clarify, amend, add to, and delete provisions related to Housing and Certificates of Occupancy, and amend rules and regulations governing rental units within the Borough, and further to provide for severability and repealer provisions, codification and an effective date. Ms. Venzie noted the following exhibits: 1) letter dated June 14, 2018, from her office to the Honey Brook Borough Planning Commission and Code/Ordinance Committee providing proposed Ordinance for renew; 2) email dated June 15, 2018 to the Chester County Law Library providing an attested copy of the proposed Ordinance for filing; and 3) proof of publication in the *Daily Local News* on June 18, 2018. There was no public comment on the proposed ordinance.

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

Mr. Ott made a motion, seconded by Mr. Florio, to approve the minutes of the June 18, 2018, meeting. The motion passed unanimously.

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

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

#### ***Public Presentations***

None

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

MS4 – Mr. Falencki reviewed the status of the Borough's of the application following his meeting with the DEP. He noted that the DEP has better defined the point/location of the outfall to the stream, even if it happens to be a mile away. Also, the DEP has determined that all stormwater runoff does eventually get to a stream and that the Municipality must identify a point even if no physical discharge point channel exists.

Suplee Road Project – Mr. Falencki reported that are working on revised design without the Township portion and is working on specifications and bid comments. Mr. Ott made a motion,

seconded by Mr. Mimm, authorized the Borough Engineer to proceed to bid the project upon approval from the County. The motion passed unanimously.

Honey Brook Learning Center/Waynebrook Village – Mr. Falencki noted that the Waynebrook HOA repair work has been completed. Ms. Venzie noted that she would notify the Waynebrook Village HOA that the Borough has considered the work complete but it is the HOA's responsibility to maintain. Matthew Ford inquired if the Early Learning Center can place some dirt as fill on their side of the fence. He was advised that it could proceed to do so.

DCED MultiModal Grant – Mr. Falencki reported that he is revising his scope of work to include the additional work to Water Street. His estimate for the project is \$199,250; therefore, the Borough's matching share would be \$59,775.

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

Consideration to adopt an ordinance amending the Borough of Honey Brook Code of Ordinances, at Chapter 11, Housing, to clarify, amend, add to, and delete provisions related to Housing and Certificates of Occupancy, and amend rules and regulations governing rental units within the Borough, and further to provide for severability and repealer provisions, codification and an effective date – Mr. Halvorsen made a motion, seconded by Mr. Mimm, to adopt Ordinance 246, an ordinance amending the Borough of Honey Brook Code of Ordinances, at Chapter 11, Housing, to clarify, amend, add to, and delete provisions related to Housing and Certificates of Occupancy, and amend rules and regulations governing rental units within the Borough, and further to provide for severability and repealer provisions, codification and an effective date. The motion passed unanimously.

Zoning Rewrite – Ms. Venzie reviewed the status of the proposed zoning ordinance and noted recommendations from the Honey Brook Planning Commission:

- 1) That the zoning for the corridor along Horseshoe Pike be changed from Neighborhood Residential to Mixed Use Residential, except for areas zoned Town Center.
- 2) That the zoning for the northern portion of Conestoga Avenue be changed from Neighborhood Residential to Mixed Use Residential, except for areas zoned as Town Center.

Mr. Mimm made a motion, seconded by Mr. Ott, to include the Planning Commission's recommendation for the corridor along Horseshoe Pike be changed from Neighborhood Residential to Mixed Use Residential, except for areas zoned Town Center. The motion passed unanimously.

Council concurred to not make any changes to the current zoning for Conestoga Avenue as recommended by the Planning Commission.

Mr. Ott made a motion, seconded by Mr. Florio, to authorize the Borough Solicitor to forward the proposed Zoning Ordinance to the Chester County Planning Commission and to advertise. The motion passed unanimously.

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

Secretary read correspondence from the Elverson-Honey Brook Area EMS dated June 21, 2018. The letter noted proposed legislature that if passed would result in EMS agencies being paid by insurance companies when they provide treatment to patients with no transport. The agency's 2018 financial report was also included as well as a request for the Borough's yearly contribution. Mr. Florio made a motion, seconded by Mr. Mimm, to authorize the Borough's annual contribution to the Elverson-Honey Brook Area EMS in the amount of \$10,850. The motion passed unanimously.

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

President Curtis was not in attendance.

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

Mayor Mulhall reported that he, Chief Ely, and Chief Robb will attend "readyChesCo" training this Thursday evening.

### ***Monthly Reports***

Treasurer's Report – Treasurer distributed the year-to-date P&L comparison. It was also noted that the annual audit was finalized.

Tax Collector's Report – It was noted that we had not received the report from the County for the month of June yet.

Police Chief's Report – Chief Ely was not in attendance as he was out on a call all day in the heat. We are still awaiting the delivery date for the new police vehicle.

Public Works Report – Monthly report was distributed.

Planning Commission – The Planning Commission met in June to review the proposed zoning ordinance. The minutes of their June 20, 2018 minutes were available.

Code/Building/Zoning Report – No report.

### ***Committee Reports***

Park & Recreation – Ms. Jenzano reported that there is a concert on Sunday, July 8, at 5:30 p.m.

Code/Ordinance – Ms. Whichard reported that the June meeting was canceled.

Finance – Finance Committee will meet on July 11, 2018 for their mid-year review.

Public Works – It was noted that the set of forks were received. Oil and chip has been scheduled.

Personnel – Mr. Florio reported that he worked with Mr. Ford regarding a draft advertisement for the laborer position.

Police – Not report.

WCC COG – Mr. Florio gave a brief report from the COG meeting. He noted that there was a presentation by Citidel Credit Union who reported that they are now qualified as a municipal depository. Information was provided to the Borough Treasurer.

Long-Term Planning – Mr. Halvorsen advise that no meeting has been scheduled to date.

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

WCCREM Membership – Mr. Ott made a motion, seconded by Ms. Whichard, to adopt Resolution 2018-07, a Resolution authorizing the Borough to participate in the Western Chester County Council of Governments Regional Emergency Management Group. The motion passed unanimously.

Superfund/Barkman Landfill – Mr. Halvorsen reported on a recent conference call that he participated on. He stated that there was discussion of the municipalities taking over O&M in August. He stated that he advised the group that it should be at the beginning of a year.

Public Works Labor Position Vacancy – Council reviewed two versions of an advertisement for the vacant public works position. Mr. Ford stated that the would like the advertisement to be clear that there are no set or guaranteed hours for this position. After discussion, Council concurred to proceed to post the version of the advertisement drafted by Mr. Ford on the website. It was noted that the public works committee would interview the candidates.

WCCREM Representatives – It was agreed that Rob Esposito would be the delegate for the Borough with Mr. Florio being the alternate.

### ***New Business***

None

### ***Public Presentations***

None

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

Janis A. Rambo  
Borough Secretary