

## **AUGUST 20, 2018 SECOND REGULAR MONTHLY MEETING**

The August 20 2018, second 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; and Tricia Swinty, Borough Clerk.

### ***Bid Opening***

As advertised, bids were opened for the Community Revitalization Program project for Suplee Road. Mr. Falencki noted that six potential bidders had requested bid packets but only three bids were received:

Flyway Excavating, Inc. 168 West Airport Road, Lititz, PA	\$230,807.00
CMS, LLC PO Box 1063, Reading, PA	\$334,760.00
Bertolet Construction 100 South Church Street, Wernersville, PA	\$277,105.00

Mr. Florio made a motion for the Borough Engineer to receive and evaluate the bids. Mr. Ott seconded the motion. The motion passed unanimously.

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

Mr. Halvorsen made a motion, seconded by Mr. Mimm, to approve the minutes of the August 6 2018, meeting. The motion passed with Mr. Ott abstaining.

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

Treasurer requested that one additional invoice be added to the list of bills being presented for payment: invoice from Francis Hall Insurance Company in the amount of \$24,776 for the Borough's liability insurance renewal. Mr. Halvorsen made a motion, seconded by Ms. Whichard, to approve bills for payment as presented and to include payment for the invoice from Francis Hall Insurance Company. The motion passed unanimously.

### ***Public Presentations***

None

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

Suplee Road Bids – Mr. Falencki advised that he would evaluate the bids opened this evening. He noted that the bids are above the grant amount. He will contact the County to see if additional funding is available. He also inquired if Council would want to consider the possibility of rejecting all bids and rebid for spring construction. Council will consider after hearing if additional funding would be available.

Honey Brook Community Church – Mr. Falencki reviewed the construction project to date. He noted the Church has changed the main entrance and drive configuration. Mr. Falencki provided a copy of what was approved and what is now the current layout. He also distributed the approved details for curb and sidewalk and what the Church has installed. The approved plan noted two layers of 1", ID-2 Wearing Course with curb. They have installed a one layer 3" ID-3 modified binder asphalt with no curb.

After discussion, Mr. Halvorsen made a motion to approve the sketch changes contingent that the work will meet ADA compliance and to notify the Church that any future changes must be approved first. Mr. Mimm seconded the motion. The motion passed unanimously.

Shenberger Subdivision – Mr. Falencki reported that curb and sidewalk as well as the extended pipe has been completed. He noted that the Borough requires a 2% sidewalk slope all the way out to the curb. He noted that there is a section of the sidewalk that does not have the 2% slope. After discussion, Council concurred that it should be corrected to meet our requirements.

MS4 – Mr. Falencki reported that he met with Honey Brook Township. They looked at the areas that DEP had a problem with. They will respond to DEP with new maps of stream locations. Upon map approvals, they will then redo the calculations.

Maple Street Project – Mr. Falencki reported that during his survey work, the homeowner at 715 Maple Street has requested that a large maple tree be taken out if possible.

At this time, Mr. Falencki departed the meeting.

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

Secretary distributed a review letter from the Chester County Planning Commission for the Zoning Ordinance Update dated August 16, 2018.

Secretary advised that the Solid Waste bid specifications were revised for two alternates for recycle containers – one for a 64/65 gallon container on wheels with lid and one for a 18/20 gallon container similar to the one that is currently used. Bids will be advertised beginning August 28, 2018 with a bid opening at 12:00 noon at Borough Hall on September 28, 2018 to allow review of the bid tabulation at Council's meeting of October 2.

### ***Treasurer's Report***

The month end July Treasurer's Report was distributed. Treasurer advised that after paying bills this evening including the liability insurance payment, the current general fund bank balance is approximately \$420,000. She noted that the capital spending year to date, to include the new police car and outfitting, the office copier, park improvements, and the Borough Hall roof totals \$54,390.61. With the current general fund balance, she recommended not transferring the budgeted capital reimbursement from the capital reserve fund to the general fund. Council concurred and will continue to be reviewed. Treasurer noted that she would be presenting the remaining budgeted donations to the fire company, fire police, fire capital fund and library at the second meeting of September. She noted that other than any other remaining street work invoices to come in and the annual pension payment which is supplemented by state aid, she was not aware of any other large expenditures pending for the remainder of the year but that the Borough would have another good quarter of EIT revenue and another quarterly donation from the Solid Waste Authority. She estimated that the Borough would have a strong bank balance near the end of the year.

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

Nothing to report.

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

Nothing to report.

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

Barkman/Superfund Site – Mr. Halvorsen stated that legal services are on hold. Next step is to try and get the four municipalities together to work on a limited responsibility agreement rather than have litigation. It was also discussed that a meeting with EPA be scheduled if possible.

Pot Hole on Horseshoe Pike – The pot/sink hole on Horseshoe Pike near Honey Brook Outdoor has been addressed for now by PennDOT. A meeting is to be scheduled with Senator Rafferty.

### ***New Business***

Borough Clerk Out of Office Requests – Ms. Swinty noted that she would not be able to come in to the office until later in the morning on August 29 and would need to be out of the office on October 12. Ms. Jenzano made a motion to authorize Bill Ford to cover the office on the dates and times that the Borough Clerk will be out. The motion was seconded by Mr. Florio. The motion passed unanimously.

Codification – A quote from General Code was presented to codify Ordinances 244, 245 and 246 at an estimate of \$725 to \$835. Mr. Mimm made a motion, seconded by Mr. Ott, to proceed with the codification of the three most recent ordinances adopted at a cost up to \$835. The motion passed unanimously.

Shredder – Request was made to consider the purchase of a powershred 69Cb cross-cut shredder at a price of \$316.58. Treasurer advised there is still allocation in the office capital expense for 2018 to cover the cost of the shredder. Ms. Jenzano made a motion to authorize the purchase of the requested shredder at a cost of \$316.58. Mr. Halvorsen seconded the motion. The motion passed unanimously.

Rental Properties – Ms. Swinty reported that there will be a meeting with the County GIS to review the new database of properties on August 22. She noted that they are refining the rental property spreadsheet.

Halloween Parade – Mr. Mimm, on behalf of the Lions Club, submitted the parade/gathering permit to the Borough.

Banners – Mr. Mimm reported that he has talked with a company who provided banners to Haverford Borough. He noted that the price per banner was \$120 and that they will provide flyers. He will forward the information when he receives it.

Newsletter – Ms. Jenzano stated that she is beginning to work on the newsletter.

***Public Presentations***

None

There being no further business, the meeting was properly adjourned at 8:11 p.m.

Janis A. Rambo  
Borough Secretary