

JULY 1, 2019

FIRST MONTHLY MEETING

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

Meeting was called to order at 7:00 p.m. by President Curtis.

Approval of Previous Minutes

Mr. Halvorsen made a motion to approve the minutes from the June 17, 2019, meeting. Mr. Mimm seconded the motion. 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.

Engineer's Report

Nevin Drive Project – Mr. Falencki reported that the project did not start as of yet but is anticipated to begin next week.

Solicitor's Report

A draft deed confirmation was presented for consideration to transfer 205 Maple Street (22-4-70.1) and 207 Maple Street (22-4-70.2) to the Honey Brook Borough Authority. Mr. Halvorsen made a motion, seconded by Mr. Florio, to authorize the Council President to sign the *Deed of Confirmation* for 205 Maple Street and 207 Maple Street (UPI numbers 22-4-70.2 and 22-4-70.2) transferring these two parcels to the Honey Brook Borough Authority. The motion unanimously.

Public Presentations

Edge of the Brook Farm Subdivision Preliminary/Final – Ken Dobson and Louis Frame, Jr. were present for the review of the Edge of the Brook Farm Subdivision.

It was noted that concerns expressed to the developer regarding Lot #3's detention basin resulted in Mr. Dobson visiting the site and taking pictures to evidence that the basin is working as designed.

Waivers – The requested 24 waivers that were requested in Inland Design's letter of March 20, 2019, were discussed:

- 403.C(2)(d) – requiring existing utilities to be shown within and adjacent to the property
- 403.D(4) – requiring the proposed location of all sanitary facilities and water supply
- 403.D(5) – road widening
- 403.E.1 – requiring a statement describing proposed public improvements
- 403.E(2)(b) – requiring right of way and curb data for Lot 1, 2 & 3
- 403.E(2)(e) – requiring location and size of all drainage facilities, sidewalks, public utilities, fire hydrants, lighting standards, and street name signs
- 403.E(3) – Stormwater management in public streets
- 403.E(4) – requiring water supply and sewage facilities
- 403.E.5 – requiring a typical cross-section of street construction
- 403.E.7 – requiring coordination with the Township road improvements
- 403.E-9 – requiring sewer and water details
- 403.F – Stormwater ordinance per Ordinance 221
- 404.E – requiring improvement construction plans
- 404.E.3 – requiring sewer design
- 404.E.4 – requiring water design
- 404.F – requiring stormwater management and erosion and sedimentation control plans
- 404.G – requiring Landscaping Design
- 404.H –requiring Lighting Design
- 514 – requiring Driveway design to Lot 1 and Lot 3
- 516 – requiring the installation of curbing
- 517 – requiring the installation of sidewalks and paths
- 521 – requiring Stormwater Management per Ordinance 221
- 522 – requiring water layout supply to be shown for Lot #1 & Lot #3
- 523 – requiring sewage layout for Lot #1 and Lot #3

The minutes of the Honey Brook Borough Planning Commission’s May 15, 2019, minutes were distributed noting that all 24 waivers requested were recommended for approval. The Planning Commission’s recommendation that the waivers with respect for curbing and sidewalk be granted conditioned upon the requirement that curbing and sidewalk shall be installed if and when either Lot 1 or Lot 3 is developed. Mr. Mimm made a motion, seconded by Mr. Florio, to approve the 24 waivers as requested in Inland Design’s letter of March 20, 2019, and recommended by the Honey Brook Borough Planning Commission (copy of HBPC’s May 15, 2019, minutes attached as “Addendum A”) noting that waivers with respect to curbing and sidewalk be granted upon the requirement that curbing and sidewalk shall be installed if and when either Lot 1 or Lot 3 is developed. The motion passed unanimously.

Preliminary/Final Subdivision Approval Consideration – Request for preliminary/final subdivision approval for Edge of the Brook Farm was considered. McCarthy Engineering’s review letter of June 18, 2019, was reviewed. Mr. Falencki noted that the waivers approved must be added to the plan. Mr. Falencki recommended the wording of Note #23 on the Plan to read as follows: *When a land development is submitted for Lot #3, the developer shall be required to design and install curb, sidewalk, road improvements, and stormwater control along the frontage of Lot #3 and Lot 2. When a land development or building permit is submitted for Lot #2, the owner shall be required to design and install curb, sidewalk, road improvements and stormwater control along the frontage of Lot #2 and Lot #3. When a land development is submitted for Lot #1, the developer shall be*

required to design and install curb, sidewalk, road improvements, and stormwater control along the frontage of Lot #1, Lot#2 and Lot #3.

Mr. Mimm made a motion, seconded by Mr. Halvorsen to approve the Edge of the Brook Farm Preliminary/Final Subdivision Plan as per the comments made in McCarthy Engineering's letter of June 18, 2019 (attached as Addendum B), noting the suggested wording of Note#23 with the deletion of "Building Permit" of the second sentence of the suggested wording for Note #23. The motion passed unanimously.

Communications/Secretary's Report

A letter was read from ARRO Consulting, Inc., advising that all files pre-dating 1980 will not be retained by their office. If interested in looking at or picking up files pre-dating 1980, it was asked to contact them to arrange for an examination of the files or pick up. It was the consensus of Council to arrange a time to pick up the Borough's pre 1980 files.

President's Report – No Report

Mayor's Report – Mayor Mulhall advised that he received a meeting invitation for Borough Council to attend a meeting the Honey Brook Township's meeting of July 10, 2019 at 7:00 p.m. to hear Carol Kuniholm, Fair Districts Chair and Founder, give a presentation at their meeting.

Monthly Reports

Treasurer's Report – The monthly P&L, actual vs budget, was distributed.

Tax Collector's Report – Tax distribution report for June was not received to date.

Police Chief's Report – The monthly report for June was distributed.

Public Works Report - Mr. Ford advised that oil and chip work has been scheduled for Anthony Lane and Park Street from Pine to the Borough Line.

Code/Zoning/Building Officer's Report – Written report was distributed.

COG – Mr. Florio reported on the recent meeting that was held at Modena Borough. He distributed fundraising information regarding an upcoming event that the Modena Borough Historical Commission will be hosting to support the purchase of the Mode House that was built in the late 1790s/early 1800s.

322 Task Force – Ms. Curtis issued a copy of the Task Force's minutes from their meeting of June 25, 2019. Attending this meeting were Bryan Styche, Transportation Planning Director for the Chester County Planning Commission, Timothy Stevenson, Design Portfolio Manager, PennDot District, and Timothy Phelps, Executive Director of TMACC. Mr. Stevenson provided an update on the proposed roadway safety improvements at the intersection of Route 322 and Route 82 in West Brandywine Township. He indicated that PennDOT is currently in the middle of the 2019 Transportation

Improvement Program process. The next year for updating the TIP is 2021. He also indicated that PennDOT has a 5-year planning process for their paving program. They also discussed the “5-Points” intersection of Horseshoe Pike/Route 322 with Culbertson Run Road/Springton Road/Little Washington Road. A presentation by the Task Force will be developed to present to the County Commissioners.

Committee Reports

Parks & Recreation – Ms. Jenzano reported that Dr. Schonebaum is obtaining additional proposals for resurfacing the tennis courts. She inquired if donations could be received for the tennis court repairs. The Solicitor advised that a “Friends of the Park” fund is sometimes established. The next concert is scheduled for July 7.

Personnel – Mr. Florio stated that the Personnel files continue to be updated and are looking good.

Old/Pending Business

Ratification to authorize Chief Ely to sign for new Borough Truck – It was noted that when the new F550 was delivered, Chief Ely signed for the truck as Mr. Ford was not on site. New Holland Ford asked if we could follow up with a letter of authorization. Mr. Halvorsen made a motion, seconded by Ms. Jenzano, to ratify that Chief Ely had authorization to sign for the new Borough Truck. The motion passed unanimously.

It was noted that the old truck will be transferred tomorrow to the high bidder on MuniBid. The truck sold for \$25,500. Mr. Halvorsen made a motion, seconded by Ms. Jenzano, to authorize Chief Ely to sign all transfer paperwork on behalf of the Borough. The motion passed unanimously.

New Business

Top Soil from Early Learning Center – Mr. Ford reported that the Honey Brook Borough Early Learning Center has topsoil that the Borough can have for free if they want it but would need to haul it. Mr. Mimm made a motion, seconded by Mr. Halvorsen, to authorize a letter to be issued to accept the top soil from the Honey Brook Learning Center. The motion passed unanimously.

Public Presentations

None

There being no further business to discuss, the meeting was properly adjourned at 7:53 p.m.

Janis A. Rambo, Borough Secretary