

AUGUST 3, 2020
FIRST MONTHLY MEETING
HONEY BROOK BOROUGH COUNCIL

The first monthly meeting of Honey Brook Council was held via *Zoom* and all members answered Roll Call. Also, participating in the meeting were Christopher Falencki, Borough Engineer; Bill Ford Public Works Superintendent; Chief Calvin Wilson; and Tricia Swinty, Borough Clerk. It was noted that the meeting was being conducted through *Zoom* to comply with Governor Wolf's order that all individuals in Chester County stay home in an effort to slow the spread and minimize public exposure to COVID-19 and maintain social distancing. The Notice for instructions to participate in the meeting was posted at Borough Hall and on the Borough website. The Notice advised that anyone unable to participate in the meeting through *Zoom* could eMail comments on the agenda, which was posted on the website as of August 13, 2020, by eMailing the Borough Secretary by 3:00 p.m. on today's date.

It was noted that Borough Council held an executive session at 6:30 p.m. to discuss police personnel.

Public Presentations

Verna Emery, Honey Brook Community Partnership – Ms. Emery inquired if yard sales would still be permitted on what would have been Harmony Day which has been canceled. It was noted that yard sale permits would need to be obtained. Ms. Emery also asked if the Honey Brook Partnership could use the park pavilion on August 13 for a meeting. Ms. Jenzano recommended that they reserve the pavilion. Question arose if the Lion's Club would be holding their annual Halloween Parade. Council advised that they do not know.

Kurtis Miller, Representative Chrissy Houllihan's office – Mr. Miller gave a brief update of Representative Houllihan's legislative activities within the District.

Mark Erickson, 19 Nevin Drive – Mr. Erickson said he noted on the agenda a proposed Resolution regarding the flying of flags on municipal property and hopes that symbols of white supremacy is being considered in this Resolution.

Approval of Previous Minutes

Mr. Halvorsen made a motion, seconded by Ms. Whichard, to approve the minutes from the July 20, 2020, meeting. The motion passed unanimously.

Payment of Bills

Ms. Whichard made a motion, seconded by Ms. Jenzano, to approve the bills presented for payment. The motion passed unanimously.

Engineering Report

Mr. Falencki provided the monthly Engineering Report that is on file at the Borough Office. Mr. Falencki reviewed the following from the report:

MS4 – Mr. Falencki reported that he has not had any response from Honey Brook Township’s Engineer regarding the revised calculations. He noted that the County has funding that can be applied for. Mr. Halvorsen stated that he would contact Supervisor McHugh.

914 Spruce Street – Mr. Falencki reported revised stormwater management plans have been submitted.

At this time, Mr. Falencki departed the meeting.

Solicitor’s Report

Not in attendance.

Communications/Secretary’s Report

A letter was received and read from Tower Health advising the merger of Pottstown Memorial Ambulance Company and Brandywine Medic 93 to form a single Emergency Medical Service (EMS) for Tower Health called TowerDIRECT.

President’s Report

No report

Mayor’s Report

No report

Department Reports

Treasurer’s Report – Treasurer distributed the P&L year to date and the Balance Sheet as of this evening.

Real estate taxes collected in July were \$2,634.04.

Police Chief’s Report – Chief Wilson reported that during the month of June there were 61 traffic citations issued; 7 non-traffic citations; and 7 criminal arrests. Chief Wilson noted that the camera has been installed in the Charger. Officer Frey provided truck enforcement and the Department is enforcing the curfew ordinance. The new police patches have been ordered and the speed sign is being moved around. He reviewed part-time police applications received and spoken to Council in Executive Session regarding his recommendation. A stolen vehicle from Atglen was recovered in the Borough.

Public Works’ Director Report – Mr. Ford provided a written report to Council. He noted that the street light had been hit; trash bags have been ordered; and the park pavilion has been painted.

Code/Zoning/Building Official's Report – The building permits issued year to date report was distributed. Ms. Swinty stated that 2020 rental inspections will be postponed to 2021.

PC Meeting – The Planning Commission met in June and began their review of single family residences and will continue those discussions at their August meeting.

COG – Ms. Matlock reviewed the COG meeting of July 22, 2020, held in Parkesburg Borough. She noted the speaker was Russ Harper, Humane Officer. There was discussion regarding the Brandywine SPCA municipal contracts and that a subcommittee is to be formed by the COG regarding animal control. There was a request to eMail the COG with equipment that we have and are willing to share and to send any events or municipal updates to the COG to be added to their website.

322 Task Force – no activity

Committee Reports

Finance – Next quarterly meeting is scheduled for October 7.

Park & Recreation – Ms. Jenzano reported that she had received communication regarding the proposed bocce tournament scheduled for September 12. There is typically 6 teams of 4 people. After discussion by Council, Mr. Halvorsen made a motion, seconded by Mr. Florio, to cancel the tournament. The motion carried unanimously. Ms. Jenzano also noted that the August 9 concert will be cancelled. Mr. Ford inquired about granting pavilion reservations for the remainder of the year. The consensus of Council was to not rent it out.

Code & Ordinance – Ms. Whichard noted that the Solicitor is reviewing the requested amendments from the Committee's July 1 meeting. Mr. Ford requested that the west side of Railroad Avenue be posted that parking is prohibited and a 10 minute loading Zone only for that side of the street. It was believed that there had been signage to this effect which over the years has been taken down.

Mr. Halvorsen made a motion, seconded by Mr. Florio, to authorize the Solicitor to advertise for the ordinance amendments as recommended by the Code and Ordinance Committee. The motion passed unanimously.

MS4 – No update.

Police – Ms. Jenzano reported that he Committee had their first meeting since Chief Wilson took over as Chief. A decision was made to not participate in *National Night Out* due to COVID.

Banner – There have been 11 banners purchased to date and they will be mounted in the near future. Mr. Ford confirmed that the banners will be installed beginning near the traffic light on Horseshoe Pike going east. Any new applications received will be advised that the requested banner will go up next Memorial Day.

Public Works – No report.

Personnel – No report.

Old/Pending Business

Consideration to Extend Provisions of Emergency Declaration Extension Resolution – It was noted that Resolution 2020-11 that adopted procedures and policies for conducting of public meetings during State of Emergency expires as of tomorrow.

After discussion, Mr. Halvorsen made a motion, seconded by Ms. Matlock, to adopt Resolution 2020-12, a Resolution to extend the State of Emergency and the provisions to September 9, 2020. The motion passed unanimously.

Consideration regarding in person public meetings vs virtual meeting continuation – Ms. Curtis proposed going back to in person meetings starting in September and proposed should the attendance at Borough Hall go over 25, that the meeting would be moved to the park and that an alternate plan should there be a forecast of inclement weather that the meeting would revert back to *Zoom*. Ms. Whichard stated that she does not believe it is a good idea to go back to in person meetings at this time. Mr. Ott made a motion, seconded by Mr. Florio, to go back to in person meetings starting with the September 8 meeting as per the plan suggested by Ms. Curtis. The motion passed with Ms. Whichard voting nay. Following the vote, Mayor Mulhall noted per Act 15 the telecommunication requirement and Ms. Matlock inquired about the possibility of plexiglass to separate Council.

Consideration to adopt a Resolution designating flags that can be flown on municipal grounds – A proposed Resolution was presented that would permit the flying of the United States flag; Commonwealth of Pennsylvania flag; the Chester County flag; the Borough of Honey Brook flag; the US Armed Forces branch flags; and the POW/MIA flag on Borough property. Ms. Jenzano recommended consideration to add flags in support of emergency services/first responders as the Borough flew the “thin blue line” flag this year in support of police under the American flag. Mr. Florio made a motion, seconded by Mr. Halvorsen to adopt Resolution 2020-13, a resolution permitting the flying of the United States flag; Commonwealth of Pennsylvania flag; the Chester County flag; the Borough of Honey Brook flag; the US Armed Forces branch flags; flags in support of emergency services and first responders; and the POW/MIA flag on Borough property. The motion passed unanimously.

Update on new Borough website – Ms. Jenzano stated that work has begun with PSAB for the new website.

New Business

Chester County Fire & EMS Strategic Plan – Council was provided the virtual study review sessions for the completed Fire and EMS Strategic Plan for the future delivery of Fire and Emergency Medical Services throughout Chester County for the next decade and beyond. Mayor Mulhall advised that he had previously submitted the forms on behalf of the Borough.

Mass Gathering Application – Dog Days Festival on August 15 at Long Way Home – Council reviewed the application. It was noted that the Police Chief and Public Works Director has approved. It was noted that approximately 10 vendors participate and if it rains it can be held within guidelines between the tent and inside. Mr. Ott made a motion, seconded by Mr. Halvorsen, to

approve the application for the Dog Days Festival on August 15, 2020. The motion passed unanimously.

Council discussed that the form should be submitted 75 days in advance of the event. It was suggested that the application form for mass gatherings should be revised to state that the application should be submitted 45 days in advance for non-street closure events and 75 days in event for street closure. Council reviewed the current fees associated with the mass gathering should coverage be required. Mr. Ott made a motion, seconded by Mr. Halvorsen, to increase the Police fee to \$50 per hour; \$30 per hour for Public Works personnel; and \$25 per hour for fire police. The motion passed unanimously.

Consideration to hire a part-time police officer – Ms. Jenzano made a motion, seconded by Ms. Whichard, to hire Lori King as a part-time police officer at a rate of \$21.50 per hour. The motion passed unanimously.

Training Requests – Ms. Matlock inquired about Council members being able to participate in training sessions such as PSAB. It was noted that there is funding available in the budget for Council for training. Ms. Matlock noted that she was interested in the Police Training session being offered by PSAB and the Leadership Conference. Chief Wilson noted that he is already registered for the Police Training webinar and that they will direct bill the Borough. Mr. Halvorsen made a motion, seconded by Ms. Whichard, for Ms. Matlock to register for the PSAB Police Training Session on August 11 in the amount of \$100 and the Leadership Conference in the amount of \$200. The motion passed unanimously.

Public Presentations

Mr. Erickson thanked Council for their action on flags taken this evening and hoped that future actions would include including opposition of hate and white supremacy.

There being no further business, the meeting was properly adjourned at 8:48 p.m.

Janis A. Rambo
Borough Secretary