

**HONEY BROOK BOROUGH COUNCIL  
FIRST MONTHLY MEETING  
APRIL 4, 2022**

The First Monthly Meeting of Honey Brook Borough Council was called to order by Council President Jessica (Curtis) Florio at approximately 7:30 p.m. following a Conditional Use Hearing for Alvin Zook. The meeting was held at Borough Hall and all members answered Roll Call with Ms. Matlock participating via conference call. Mayor Maria Downey was absent. Also in attendance were Kim Venzie, Borough Solicitor; Christopher Falencki, Borough Engineer; Joe Boulanger, Building/Code/Zoning Officer; Chief Calvin Wilson; Tricia Swinty, Borough Clerk; and Matthew Boswell, Junior Council Member.

***Citizens Comments on Agenda Items***

None

***Approval of Previous Minutes***

Mr. Ford made a motion, seconded by Mr. Florio, to approve the minutes of the March 21, 2022, meeting. The motion passed unanimously.

***Payment of Bills***

Mr. Florio made a motion, seconded by Mr. Ott, to approve the payment of the bills. The motion passed unanimously.

***Citizen's Comments on Agenda Items***

None

***Public Presentations***

None

***Engineer's Report***

Mr. Falencki's monthly Engineer's Report was distributed to Council.

Mr. Falencki reported that he had a meeting this afternoon regarding the MS4 permit and it appears everything was worked out. All work for the permit requirements has been done in Honey Brook Township which the Borough will get credit for. Official action may be required by Council in the future.

It was also noted that PennDOT will mill out the brick work at the intersection of 322 and 10 as part of their project to repave Route 10. Earliest estimated timeframe is mid-June 2022.

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

Ms. Venzie reported in addition to preparations for this evening's Conditional Use Hearing, she participated, along with Mr. Ford, in another virtual meeting with the Post Office regarding parking. She requested that Council meet following the meeting in Executive Session regarding the post office parking as it relates to the real estate leasing contract with the Post Office.

## ***Old Business***

Traffic Light Sequencing Change – Mr. Ford advised that he had talked with Mr. Falencki and Signal Service. It was noted to add the fourth sequence would obviously add additional time and it is estimated that this could cause further backup at the intersection. Mr. Falencki advised that he would follow up with Signal Service to discuss adding a few more seconds to the “322” loop which may get an additional three cars through.

At this time, Mr. Falencki departed the meeting.

Discussion and consideration regarding donating ARPA funds for EMS – Documentation was forwarded to Council prior to the meeting and printed out for the meeting regarding financial records as requested. Susan Oar was present representing the Elverson-Honey Brook Area EMS. Mr. Ott noted that the Chester County Commissions has opened grant applications for funding under the County's ARPA funding. Mr. Ford and Mr. Ott noted concerns regarding response times to get an ambulance on the road. Ms. Oar stated that she would take this back to the Board. After further discussion, Mr. Florio made a motion, seconded by Ms. Matlock, to authorize a donation to the Elverson-Honey Brook Area EMS in the amount of \$24,395.00 from the Borough's 2021 ARPA allocation. The motion passed unanimously.

Ricky Miller Correspondence provided at March 21, 2022 meeting – Mr. Miller's letter, which was received at the Borough Office on March 21 prior to Council's meeting that evening, was reviewed. The letter noted concerns with rental inspection schedule noting that two of his three units are under an eviction process which takes some time. Mr. Ott made a motion, seconded by Ms. Jenzano, allowing an extension for the rental inspections to September 1, 2022. The motion passed unanimously.

Update on 870 Maple Street Road Opening/Inspection Fee – no update.

## Other:

- Street sweeping will be conducted in the Borough on Friday, April 8 (date pushed back one day due to weather)
- Ms. Jenzano noted that she had talked with the Chester County Historic Society's librarian who advised that our microfilms are in one spot and our newspapers (old

*Herald's*) are in another. We need to confirm that there is no one who holds copyrights to the *Herald*.

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

Secretary reported that application had been made to open an account at Rhoads Energy for fuel cards for Public Works and Police. She also is waiting to hear back from the bank regarding the issuance of another debit card.

Preliminary DCED audit report has been received and final sign off is expected in the next two weeks to meet the April 30, 2022, filing deadline. Secretary/Treasurer also noted that the recent Workers Compensation audit resulted in a possible overpayment due to estimated Borough wages for Codes Officer, which in 2021 was handled by a third-party. A Liquid Fuels audit is scheduled for April 13, 2022.

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

No report.

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

No report

### ***Committee Reports***

Finance Committee – Committee's first quarter review meeting will be canceled as there is limited data available for the first quarter and the bank statements for March have not been received to date to have reconciled by Wednesday's scheduled meeting. Early April should see the majority of the real estate taxes deposited by the County. Treasurer will have a year-to-date report for Council at the next meeting along with the Treasurer's Report.

Parks & Recreation – Grant for the tennis court will be filed for the next round.

Public Works – Mr. Ford brought up that Jim Rock needs to submit a timesheet and that he was advised that Mr. Rock does not work for Public Works. Ms. Jenzano noted that when Mr. Rock was hired it was to assist in the park, primarily as a gardener. Mr. Ford stated that he would not mulch for him last year.

Code & Ordinance – Committee has not met yet.

MS4 – No report; covered under Engineer's report.

Personnel – No report

Police – No report.

COG – Mr. Florio stated that the March meeting was held at Valley Township’s new municipal building. He noted discussions were held regarding EMS situation and that the Chester County Commissions note that there may be a possible buyer for Brandywine Hospital with regards to the behavioral portion. There were also discussions of the announced possible closing of the Coatesville VA. He also noted that Parkesburg Borough will be holding their 150<sup>th</sup> anniversary on May 19 – 21.

### ***New Business***

Flagger Training – Mr. Florio made a motion, seconded by Mr. Ott, to approve Flagger Training for three public works employees. The motion passed unanimously.

Consideration to waive fee for the Honey Brook Fire Company Auction – Mr. Ott made a motion, seconded by Mr. Florio, to waive the gathering fee for the Honey Brook Fire Company Auction. The motion passed unanimously. The Secretary/Treasurer inquired if other organizations, such as the American Legion for the Memorial Day Parade and Lions’ Club for the Halloween Parade, submit permits this year if we would be making them pay as in the past, we have not waived fees but rather after the event if there were no problems, we would donate the fee back. Mr. Ott made a motion, seconded by Mr. Florio to rescind the motion just made and to not waive the application fee. The motion to rescind the previously motion was approved unanimously.

There was additional discussion and consensus by Council regarding closing of Firehouse Lane to Rail Road Avenue during the day of the Fire Company Sale and that Fire House Lane would be posted “No Parking” on May 14.

### Other:

- Borough Clerk noted that she would be off on May 2 and 4.
- Chief Wilson reported that as a follow up to the public presentation last month requesting speed enforcement in the vicinity of Horseshoe Pike and Chestnut Street/Walnut Street, the Department focused in that area during the times reported by the resident. During the days that this area was watched, there was one car that exceeded the speed limit.
- Report that cars in Red Oak Court are blocking the street making it difficult to turn around was discussed. This is a concern if emergency response vehicles need access. It was noted that the Fire Marshal would send a letter to the HOA.

### ***Public Presentations***

None

There being no further business, meeting was adjourned and it was noted that Council would be going into an Executive Session to discuss a real estate contract matter.

Janis A. Rambo, Borough Secretary