

**HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
AUGUST 15, 2022**

The Second Monthly Meeting of Honey Brook Borough Council was called to order by Council President Jessica (Curtis) Florio at 7:00 p.m. The meeting was held, Borough Hall. All members answered Roll Call. Also in attendance were Joe Boulanger, Building/Code/Zoning Officer and Chief Wilson joined the meeting during the monthly Code report.

Citizen's Comments on Agenda Items

None

Public Presentations

None

Approval of Previous Minutes

Ms. Jenzano made a motion, seconded by Mr. Florio, to approve the minutes of the August 1, 2022, meeting. The motion passed unanimously.

Payment of Bills

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

Communications/Secretary/Treasurer's Report

No report.

President's Report

No report

Mayor's Report

No report

Monthly Reports

Treasurer & Tax Collector Report – The Treasurer's Report for the month ending July 022 was distributed as well as the corresponding Balance Sheet. It was noted that the 2022 ARPA deposit could be received by the end of August.

Police Report – The monthly police report was distributed. Chief Wilson had not arrived for the meeting at this time.

Code & Ordinance – The monthly report was distributed to Council. Mr. Boulanger reviewed the house currently being rebuilt following a fire east of Maple Street on Horseshoe Pike that appears to be “backwards” with no front door facing Horseshoe Pike. He stated that there is a crawl space that he could ask the owner to have appear to be an actual door. It felt that this could be confusing to emergency responders. It was also noted that the house would need to have an address change to Maple Street and it should, to assist emergency responders, have an address plaque off Maple Street noting the address and two units.

Police – Chief Wilson arrive during Mr. Boulanger’s report. He reported that AEDs and “to go” vests are now in all the police cars. He introduced Branden Sweigert to Council.

Public Works – Public Works report was distributed.

Planning Commission – No report as the Commission did not meet.

Old Business

Discussion/consideration to approve Triangle Communications proposal for security equipment – Ms. Jenzano made a motion, seconded by Mr. Florio, to approve Triangle Communications, a CoStars vendor, proposal in the amount of \$27,515.62 for security equipment utilizing ARPA funds. The motion passed unanimously.

Discussion relative to traffic light study results and action – Mr. Ford reported that the study was received from Signal Service and was being reviewed by the Borough Engineer. The timing has been changed on the light for about a month. The Borough’s permit will need to be updated with PennDOT.

New Business

Consideration on holiday banner pricing for Horseshoe Pike – Mr. Ford reported that the holiday banners are “shot”. He has looked into new banners with a winter theme that would be the same size as the military banners which would require no adjustment of the hardware during changeout of banners from season to season. The pricing per banner is approximately \$94.00 and a one-time set up fee of \$60.00. Council consensus was to proceed.

Consideration to approve 2023 Budget Schedule – The 2023 budget schedule was distributed to Council. Council consensus was to accept the schedule as presented.

Public Presentations/Comments

Sam Fisher, 640 Vine Street – Mr. Fisher asked when the lines would be repainted on 322 and 10. Mr. Ford noted that he has been trying to find out when PennDOT or their contractor will be back. Mr. Fisher also inquired if residents are required to use the recycling bins. Ms. Curtis advised that they are. If noted if there is an issue where he keeps it, he will throw it out.

Pat Zweibel, 146 Waynebrook – Ms. Zweibel asked about speed signage entering Waynebrook Village. It was noted that these are private roads and the HOA would be responsible for signage. Chief Wilson was advised of a big truck that speeds down Firehouse Lane and enforcement was reviewed.

Rob Felker, 870 Maple Street – Mr. Felker advised that his driveway is complete and requested release of escrow. Treasurer advised she would have the reimbursement on the next meeting's list of expenditures for approval.

Steve Jones introduced Barkley Hargreaves, the Elverson-Honey Brook EMS' new Chief Operating Officer. It was noted that Tower Direct would be moving into the Elverson and Honey Brook Fire Company stations on September 1. Additional staff has been hired and recruitment continues.

There being no further business, meeting was adjourned at 7:47 p.m. noting that Council was going to go into Executive Session regarding personnel and would not be reopening the meeting.

Janis A. Rambo, Borough Secretary

**GENERAL FUND - BILLS TO BE PAID
SEPTEMBER 6 2022**

<i>Vendor</i>	<i>Description</i>	
10-8 Emergency Vehicle Service	150 AMP TST breaker	
AT&T Mobility	police & public works cell	\$96.77
Buckley Brion McGuire & Morris LLP	July services - general	\$84.00
Brandywine Building Supply	PVC coil, nails, etc - post office project	\$336.62
Bones Brigade (Patrick Kane)	concert performance 0 9/11/2022	\$850.00
Chester County Solid Waste Authority	tipping fees - week of 8/15/2022	\$831.24
Chester County Solid Waste Authority	tipping fees - week of 8/22/2022	\$391.92
Custom Computer	remote support - set up of new account	\$75.00
Honey Brook Hardware	shop towels, can white marking, pistol grip hose	\$73.92
iManaged	A/V Trend for admin server users (3)	\$24.00
Matthews Paoli Ford	Green Truck - diagonstics	\$728.10
Matthews Paoli Ford	Green Truck - turbocharger assembly replaced	\$3,903.19
McCarthy Engineering	Engineering - MS4	\$520.00
McCarthy Engineering	Engineering - general consult	\$173.13
McCarthy Engineering	Engineering - 1084 Walnut St escrow/pool	\$397.75
McCarthy Engineering	Engineering - traffic light timing study	\$2,484.20
PaBackup	admin server backup - August	\$125.00
PaBackup	police servers backup - August	\$250.00
PeneTeleData	police office cable and phone service	\$159.48
PeneTeleData	Borough monthly eMail	\$34.70
PP&L	Annex Building	\$151.50
PP&L	park/"322 & 10"	\$46.62
PP&L	Borough Hall	\$195.56
PP&L	shed	\$32.65
Robert T. Felker	escrow balance refund - 870 Maple St - driveway	\$1,120.00
Walter & Jackson Inc.	sealant, caulk, shims, etc. - post office project	\$181.35
Walter & Jackson Inc.	windows - post office project	\$3,986.50
Witmer Public Safety Group	equipment/uniforms for new pt officer	\$296.91
Witmer Public Safety Group	Streamlight tactical light	\$119.95
Zoom	account renewal	\$1,499.00
Zook Molasses Company	fuel - police	\$1,189.25
Zook Molasses Company	fuel - public works	\$169.56
		\$0.00
S&T DEBIT CARD TRANSACTIONS		
Payroll 2022-17	pay ending 8/14	\$7,935.88
Payroll Service Fee		\$105.50
Payroll Taxes (Fica, Medicare) Contribution		\$607.11
Payroll 2022-18	pay ending 8/28	\$7,624.88
Payroll Service Fee		\$112.85
Payroll Taxes (Fica, Medicare) Contribution		\$583.32
TOTAL GENERAL FUND		\$37,497.41

STATE FUND - BILLS TO BE PAID

<i>Vendor</i>	<i>Description</i>	
PPL	traffic light electric	\$33.21
PPL	street lights	\$2,482.45
Signal Service	light sequence modification	\$165.00
TOTAL STATE FUND		\$2,680.66

Payroll Form 2022-18					
PAY ENDING - August 28, 2022					
		PAYROLL			
405.1400	510		ADMIN		
409.1400	0		BLDG CLEANING		
410.1100	2937.6		POLICE CHIEF		
410.1120	881.28		CHIEF OT		
410.3110	1406.5		PT POLICE		
413.3000			ZONING/CODE		
430.1400	847		STREETS		
454.1400	192.5		PARK		
430.2200			SNOW REMOVAL		
402.1200	409.25		TREASURER SALARY		
405.1200	440.75		SECRETARY SALARY		
400.1130	0		ELECTED OFFICIALS		
487.1980	0		VISION/DENTAL ALLOWANCE		
TOTAL PAYROLL	7,624.88				
2230.0000		0	HEALTH CARE CONTRIBUTION		
100.0000		7,624.88	PAYROLL DEDUCTION AMOUNT		
		PAYROLL SERVICES/TAX LIABILITY			
402.3100	0	112.85			
487.0010	Fica	472.75			
487.0010	Medicare	110.57	583.32		
		696.17			
Calvin Wilson	\$3,818.88				
Brian Hughes	\$188.00				
Robert Klinger, Jr.	\$777.75				
Branden Sweigart	\$440.75				
Patricia Swinty	\$510.00	clerk			
Patricia Swinty	\$0.00	bldg cleaning			
Bill Ford	\$645.75				
Glen Morgan					
John Robb	\$393.75				
James Rock	\$0.00				
Meredith Dombach		office/admin			
Janis Rambo	440.75	Secretary			
Janis Rambo	409.25	Treasurer			
Jessica Curtis	\$0.00				
Richard Florio	\$0.00				
Mary Beth Wadlinger	\$0.00				
Jeanne Jenzano	\$0.00				
Maria Downey	\$0.00				
Chandler Matlock	\$0.00				
Christopher Ott	\$0.00				
Bill Ford	\$0.00				
C Wilson Dental/Visior	\$0.00				
	\$7,624.88				