

**HONEY BROOK BOROUGH COUNCIL  
FIRST MONTHLY MEETING  
AUGUST 1, 2022**

The First 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 at Borough Hall and all members answered Roll Call. Also in attendance were Kim Venzie, Borough Solicitor; Christopher Falencki, Borough Engineer; Chief Calvin Wilson; and Tricia Swinty, Borough Clerk.

***Citizens Comments on Agenda Items***

None

***Approval of Previous Minutes***

Mr. Florio made a motion, seconded by Mr. Ford, to approve the minutes of the July 18, 2022, meeting.

***Payment of Bills***

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

***Public Presentations***

None

***Engineer's Report***

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

MS4 - Mr. Falencki stated that he is still waiting for a response from Honey Brook Township. Ms. Florio stated that she would contact Honey Brook Township.

Traffic Light – Mr. Falencki reported that he just received today the traffic signal data and will begin the review.

Consideration to release remaining escrow for 480 Maple Street – Mr. Falencki advised that the site inspection in June confirmed that the current improvements are properly constructed and recommended that any remaining amount being held in escrow be released. Mr. Ford made a motion, seconded by Ms. Matlock, that the escrow balance for 480 Maple Street, in the amount of \$546.55, be released. The motion passed unanimously.

At this time, Mr. Falencki departed the meeting.

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

No report

### ***Public Presentations***

Representative was present from Triangle Communications and Avigilion to review security camera proposal and possible locations of cameras were reviewed. It was noted that other proposals had been reviewed with the Triangle Communication being the preferred option.

### ***Old Business***

Discussion regarding traffic light timing – It was noted that this was covered under the Engineer's Report. No action required.

Discussion and consideration regarding vacant Honey Brook Borough Planning Commission Seat – Ms. Jenzano made a motion, seconded by Mr. Florio, to appoint Brian Licitra to the vacant Planning Commission seat effective September 1, 2022, to a term to expire December 31, 2025. The motion passed unanimously.

Discussion and consideration regarding Honey Brook Fire Company's request for additional donation for turnout gear from Borough ARPA Funds – Council reviewed the request received at the last meeting for the Borough to provide from ARPA funding \$17,377.50 to the Fire Company to purchase five sets of turnout gear. Ms. Matlock made a motion, seconded by Ms. Jenzano, to authorize a donation to the Honey Brook Fire Company in the amount of \$17,377.50 for five sets of turnout gear from ARPA funding. The motion passed with Mr. Ford and Mr. Ott abstaining.

Consideration to establish a Historic Committee – Ms. Florio named Rich Florio, Jeanne Jenzano, and Bill Ford to the Historic Committee.

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

Ms. Rambo stated that she would reach out to BBD for a quote for next year's audit.

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

No report.

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

No report.

## ***Committee Reports***

Finance Committee – Finance Committee will next meet in October as well as the start of budget meetings.

Parks & Recreation – Ms. Jenzano that a concert will be held on Sunday.

Public Works – Mr. Ott reported that the “green” truck was taken back to Matthews Ford. Mr. Ford reported that the additional salt was received.

Code & Ordinance – No report.

MS4 – No report.

Personnel – No report

Police – No report.

COG – Ms. Matlock reported that the last meeting was an in-person meeting with the meeting being devoted to the status of advance life support services in the County. Mr. Ott noted that there was recently no ambulance crew covering Honey Brook the other Saturday as well as five shifts with no coverage. Mr. Ford stated that Tower Direct had announced that they would be relocating a unit to Honey Brook; however, to date, Honey Brook Ambulance has not been contacted about the unit being placed at their station.

## ***New Business***

Discussion/consideration regarding trash bids – It was confirmed that the Borough has one year remaining on the current contract extensions through 2023. It was advisable to bid out earlier than normal in 2023 due to escalating price increases for those municipalities bidding out this year.

Consideration to approve estimate for codification of two ordinances with General Code – Proposal from General Code was reviewed. Mr. Ford made a motion, seconded by Ms. Jenzano, to approve the quote from General Code to codify two ordinances at an estimated cost of \$1,495 and \$1,925. The motion passe unanimously.

## Other

- Ms. Matlock questioned the house that is being rebuilt at 4477 Horseshoe Pike following a fire loss that it appears that the house may be bigger and she questioned where is the front door? Kraft Code will be contacted.
- Chief Wilson spoke of speeding in the Borough as well as a reminder that sidewalks cannot be blocked or posting of signs on utility poles.

***Public Presentations***

None

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

Janis A. Rambo, Borough Secretary

**GENERAL FUND - BILLS TO BE PAID  
AUGUST 15, 2022**

<i>Vendor</i>	<i>Description</i>	
American Rock Salt Company LLC	bulk ice control salt - 48.75 tons	\$3,071.73
Auto Zone	seat covers for 1201 & 1203	\$64.59
Chester County Solid Waste Authority	tipping fees - week of 8/7/2022	\$537.77
Chester County Solid Waste Authority	tipping fees - week of 7/22/2022	\$80.36
Eagle Disposal of PA, Inc.	collection contract - August 2022	\$4,988.33
Eagle Disposal of PA, Inc.	dumpster rental - August 2022	\$60.00
General Code	annual eCode maintenance	\$695.00
Honey Brook Fire Company	donation for turnout gear/ARPA - app'd 8/1/22	\$17,377.50
Independence Blue Cross	health insurance premium - September	\$1,339.06
Kraft Code Services LLC	zoning/code/bldg official services	\$3,298.38
Mark Troupe Auto Body Inc.	2018 Durango - inspection, front axels, etc	\$1,152.76
Mark Troupe Auto Body Inc.	2021 Durango - oil change, tire rotation, etc.	\$243.71
Martin Enterprises	annual fire extinguisher inspection	\$139.00
McDonald Uniform Co., Inc.	patrol cap, nameplate, etc - R Klinger	\$202.22
PeneteleData	eMail	\$34.70
Robert T. Tanenbaum Ph.D	pre-employment psychological evaluation	\$395.00
Siana Law, LLP	special counsel - police	\$477.00
Treasurer of Chester County	household hazardous waste collection - 1 H 2022	\$397.37
Verizon	boro hall phone	\$312.66
Witmer Public Safety Group	AR15 mags fr vehicle chest rigs	\$42.60
Zook Molasses Company	fuel - police & public works	\$1,371.87

**S&T DEBIT CARD TRANSACTIONS**

Payroll 2022-16	pay ending 7/31/2022	\$6,456.24
Payroll Service Fee		\$105.50
Payroll Taxes (Fica, Medicare) Contribution		\$493.91
<b>TOTAL GENERAL FUND</b>		<b>\$43,337.26</b>

**STATE FUND - BILLS TO BE PAID  
AUGUST 15, 2022**

<i>Vendor</i>	<i>Description</i>	
<b>TOTAL STATE FUND</b>		<b>\$0.00</b>

Payroll Form 2022-16					
PAY ENDING - July 31, 2022					
		PAYROLL			
405.1400	450.5		ADMIN		
409.1400	0		BLDG CLEANING		
410.1100	2937.6		POLICE CHIEF		
410.1120	440.64		CHIEF OT		
410.3110	800		PT POLICE		
413.3000			ZONING/CODE		
430.1400	831.25		STREETS		
454.1400	96.25		PARK		
430.2200			SNOW REMOVAL		
402.1200	409.25		TREASURER SALARY		
405.1200	440.75		SECRETARY SALARY		
400.1130	0		ELECTED OFFICIALS		
487.1980	50		VISION/DENTAL ALLOWANCE		
TOTAL PAYROLL	6,456.24				
2230.0000		0	HEALTH CARE CONTRIBUTION		
100.0000		6,456.24	PAYROLL DEDUCTION AMOUNT		
		<b>PAYROLL SERVICES/TAX LIABILITY</b>			
402.3100	0	105.50			
487.0010	Fica	400.29			
487.0010	Medicare	93.62	493.91		
		<b>599.41</b>			
Calvin Wilson	\$3,378.24				
Brian Hughes	\$188.00				
Robert Klinger, Jr.	\$612.00				
Gary Frey					
Patricia Swinty	\$450.50	clerk			
Patricia Swinty	\$0.00	bldg cleaning			
Bill Ford	\$682.50				
Glen Morgan	\$0.00				
John Robb	\$245.00				
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/Vision	\$50.00				
	\$6,456.24				