

**APRIL 6, 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 Kim Venzie, Borough Solicitor; Bill Ford Public Works Superintendent; Chief Calvin Wilson; Tricia Swinty, Borough Clerk; and Zoe Curtis, Junior Council Member.

President Curtis opened the meeting with a flag salute and a moment of silence for a member of the Honey Brook Borough Community that passed away as a result of coronavirus. It was noted that the meeting, and all future meetings until further notice, would be 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.

Ms. Curtis noted that Council met via *Zoom* on March 21, 2020, at 12:00 p.m. relative to public safety regarding COVID-19.

***Public Hearing***

As advertised for public meeting of March 16, 2020, that was continued to April 6, 2020 meeting, a public hearing was held to hear comments on Council's proposed grant application to the Chester County Department of Community Development under the 2020 Community Revitalization Program – Chestnut Street curb and road reconstruction project in the amount up to \$140,000.

There were not comments and the hearing was closed.

***Public Presentations***

It was noted that there was one *Zoom* participant on line; however, no public comments were given.

***Ratification of Actions Taken by Borough Council***

Due to the COVID-19 Emergency Disaster, actions were taken by Council since their last meeting of March 2, 2020. Ms. Matlock made a motion, seconded by Ms. Jenzano, to ratify the following actions of Council:

- Ratification of Honey Brook Borough *Declaration of Disaster Emergency*, dated 3/16/2020
- Ratification to cancel public meeting of March 16, 2020, and officially continue matters on the March 16 agenda to the April 6, 2020, Borough Council meeting
- Ratification of Disaster Emergency Proclamation 1 declared by Mayor Mulhall to close Borough Hall to public during normal business hours and to be accessible only through phone and eMail, dated 3/18/2020
- Ratification of Honey Brook Borough Council to extend *Declaration of Disaster Emergency* of March 21, 2020 to April 20, 2020

- Ratification of Disaster Emergency Proclamation II declared by Mayor Mulhall to close Honey Brook Borough Park to public dated 3/21/2020
- Ratification of *Mutual Aid Agreement* between Chester County municipal police departments and District Attorney's Office of Chester County signed March 26, 2020
- Ratification of Resolution 2020-04, a resolution of Honey Brook Borough Council declaring its intent to file a grant application to the Chester County Department of Community Development under the 2020 Community Revitalization Program in the amount not to exceed \$140,000 for sidewalk and curb and road reconstruction on both sides of Chestnut Street, north of the Route 322/Chestnut Street intersection to Water Street
- Ratification of Bills to be paid per the bills list dated March 16, 2020

The motion passed unanimously.

### ***Adoption of Resolution to Ratify Action Taken During the State of Emergency***

A Resolution was presented to ratify action taken during the State of Emergency as declared by the Borough, to adopt procedures and policies to the conducting of public meetings during such state of emergency, and to confirm or act upon such additional action items as set forth in the Resolution. Mr. Halvorsen made a motion, seconded by Mr. Ott, to adopt Resolution 2020-05, a Resolution to ratify action taken during the State of Emergency as declared by the Borough, to adopt procedures and policies to the conducting of public meetings during such state of emergency, and to confirm or act upon such additional action items as set forth in the Resolution. The motion passed unanimously.

### ***Approval of Previous Minutes***

Ms. Whichard made a motion, seconded by Mr. Halvorsen, to approve the minutes from the March 2, 2020, meeting. The motion passed unanimously.

### ***Payment of Bills***

*Approval of bills presented for payment* – Ms. Jenzano made a motion, seconded by Mr. Ott, to approve the bills presented for payment. The motion passed unanimously.

*Approval to release financial security escrow to MCH Investments for 310 Maple Street* – It was noted that MCH Investments is no longer the property owner of 310 Maple Street. MCH Investments had previously posted a financial security cash escrow for the stormwater management in the amount of \$14,905.44. They currently have an outstanding balance of \$50 for professional fees relative to the stormwater review. Ms. Whichard made a motion, seconded by Mr. Halvorsen, to authorize the release of \$14,855.44 to MCH Investments for the 310 Maple Street stormwater management financial security which represents the amount posted minus the \$50 professional fees still owed to the Borough. The motion passed unanimously.

It was noted that the Operations and Maintenance Agreement with the new property owner of 310 Maple Street was being mailed this week.

### ***Old/Pending Business***

Street Lights – It was noted that street lights that had been report down are now back up.

### ***New Business***

Newsletter – Ms. Swinty noted that the newsletter is delayed.

Street Sweeping – Awaiting information from the vendor regarding confirmation of the spring street sweeping scheduled for this month.

Website – Mayor Mulhall advised that he has requested information/quote for a new website provider due to Ms. DiLuigi advising that she would not be providing webmaster services after 2020.

Police Hours – It was reported that police personnel are being as flexible as possible with regards to the scheduling of hours. The Resolution previously adopted this evening gives the Chief the ability to hire part-time help during the emergency and allows the Chief to work extra hours. It was noted that a *Mutual Aid Agreement* was executed on March 26, 2020, between Chester County municipalities. Chief Wilson noted that there is a possibility of our current part-time officer's full-time employers requiring them to not work elsewhere during the COVID-19 emergency. Council concurred that Chief could work an additional 20 hours per week to be compensated on an hourly over-time basis.

Public Works – Mr. Ford noted that Jason Mooney is currently not working his full-time job and will be covering some of Mr. Ford's normal tasks.

### ***Public Presentations***

None

There being no further business, the meeting was properly adjourned at 7:40 p.m.

Janis A. Rambo  
Borough Secretary