

JANUARY 20, 2020

SECOND MONTHLY MEETING

The second monthly meeting of Honey Brook Council was held at Borough Hall and all members answered Roll Call. Also in attendance were Kim Venzie, Solicitor; Bill Ford, Public Works Superintendent; Trisha Swinty, Borough Clerk; Sergeant Calvin Wilson; and Zoe Curtis, Junior Council Person.

President Curtis advised that Council met at in Executive Session to discuss personnel issues.

Approval of Previous Minutes

Mr. Halvorsen made a motion, seconded by Mr. Florio, to approve the minutes from the January 6, 2020, Reorganization Meeting. The motion passed unanimously.

Ms. Jenzano made a motion, seconded by Mr. Ott, to approve the minutes from the January 6, 2020, regular monthly meeting. The motion passed unanimously. Secretary advised that she would add a notation, similar to the reorganization meeting, that Councilmember-elect Chandler Matlock did not attend as she had not taken the Oath of Office yet.

Payment of Bills

Ms. Jenzano made a motion, seconded by Mr. Ott, to authorize payment of bills as presented. The motion passed unanimously.

Request was made to authorize the zoning hearing members to be paid for the Garman Zoning Hearing (Jeff Simmons - \$100 for attending the meeting to continue the hearing of December 30 and the hearing of January 14; Ted D. Ford - \$50; and \$50 for Chris Beiler) and an invoice in the amount of \$807.57 to Independence Blue Cross for Chief Ely's medical insurance. The consensus of Council was to keep coverage for Chief Ely for the full month of February and to issue the full monthly amount of the vision and dental allowance, but to ensure the 15% employee contribution was adjusted accordingly in the month of February. Mr. Ott made a motion, seconded by Mr. Halvorsen, to authorize payment of the invoice to Independence Blue Cross in the amount of \$807.57 and the zoning hearing board members' attendance payment (total of \$200) as presented. The motion passed unanimously.

Treasurer advise that the February premium has not been received to date for the February premium. She note that the remainder of the annual premium would be \$26,118. We do pay a \$15 installment fee. She inquired if Council, upon receipt of the February invoice, would prefer to pay the remainder of the bill in full instead of monthly installments through October. She noted that the General Fund balance following the bills being authorized for payment this evening is \$260,329.57 and that the fourth quarter host fee from CCSWA should be issued within the next week or two. Mr. Florio made a motion, seconded by Mr. Ott, to authorize payment of the AmTrust bill for the remainder of the annual premium in full upon receipt. The motion passed unanimously.

Public Presentations

None

Communications/Secretary-Treasurer's Report

Consideration to authorize Secretary/Treasurer sign Engagement Letter for 2019 audit- Mr. Halvorsen made a motion, seconded by Mr. Ott, to authorize the Secretary/Treasurer to sign the Engagement Letter with Kimmel, Lorah and Associates for the 2019 DCED audit. The motion passed unanimously.

Zoning Hearing Application – It was reported that a zoning hearing application had been received on today's date for a special exception from Weaverland Custom Painting LLC/Horseshoe Auto Sales for the property located at 4171 Horseshoe Pike.

A copy of the application had been forwarded to Zoning Officer and Zoning Hearing Board Solicitor for review and, if complete, scheduling. Copies of the application had been made for Borough Council and Borough Solicitor as well as the zoning hearing board members.

President's Report

Ms. Curtis distributed a list of committees, to include standing and working committees, and meeting dates were discussed.

Mayor's Report

Mayor Mulhall had nothing additional to report at this evening's meeting.

Old/Pending Business

Zoning Hearing - 4650 Horseshoe Pike – Letter was distributed from Ken Werner regarding the Variance requested by Matthew Garman for 4650 Horseshoe Pike. The hearing was held on January 14, 2020, and the Zoning Hearing Board granted the variance with conditions:

- Each residential dwelling unit shall be restricted to one floor with the second floor residential unit access being exclusively from the rear of the building and the first floor residential unit having access both from the front and the rear of the building. Each residential unit will be confined to one floor.
- The façade of the premises shall be reconfigured to resemble a single family residential dwelling in keeping with the facades of the neighboring single family detached dwelling along Horseshoe Pike and in the Town Center District.
- Applicant shall act in conformity with the testimony and evidence presented at the hearing.
- Applicant shall comply with the Honey Brook Borough Ordinance of 2018, and with any other relevant statutes, ordinances, regulations, or codes of Honey Brook Borough, the County of Chester, and of the Commonwealth of Pennsylvania.

A formal written decision and findings of fact will be issued within the 45 day required timeframe.

Consideration to approve Stormwater Management Plan for 310 Maple Street and authorization for the Council President to sign the Operation/Maintenance Agreement – Ms. Whichard made a motion, seconded by Mr. Halvorsen, to approve the stormwater management plan for 310 Maple Street and to authorize the Council President to sign the *Stormwater Best Management Practices and Conveyances Operation and Maintenance Agreement*. The motion passed unanimously.

Discussion/consideration regarding signage for Borough complex- Ms. Jenzano reviewed a proposal from Denron Sign Company for signs at the Borough Hall complex. Total for all four signs was \$11,740, installed. Ms. Jenzano made a motion, seconded by Ms. Whichard, to approve Denron's proposal #6270BA dated November 11, 2019, in the amount of \$11,740. The motion passed unanimously.

New Business

Borough Seal – Mayor Mulhall noted that he thought that a new seal should be purchased. Mrs. Rambo advised that she would look into purchasing a hand-held seal.

Open House/Party for Chief Ely – Ms. Curtis reported that The Long Way Home offered their facility for a party for Chief Ely. Date chosen was January 29, from 5:30 to 7:30 p.m. After discussion, it was determined that invitations would be sent out noting that there would be “no host” and that food and drink would be available for purchase.

Executive Session

At this time, Council adjourned into Executive Session at 8:35 p.m. to discuss personnel relative to the police chief upcoming vacancy.

Reopening of Meeting

At 8:59 p.m., the meeting was reopened.

Public Presentations

None

There being no further business to discuss, the meeting was properly adjourned at 9:02 p.m.

Janis A. Rambo, Borough Secretary