

JANUARY 7, 2019
FIRST MONTHLY MEETING
HONEY BROOK BOROUGH COUNCIL

The first monthly meeting of Honey Brook Council was held at Borough Hall and all members answered Roll Call except for Christopher Mulhall and Jessica Curtis. Also, in attendance were Christopher Falencki, Borough Engineer; Bill Ford, Public Works Superintendent; Chief Patrick Ely; Tricia Swinty, Borough Clerk; and Anthony Campbell, Zoning/Building & Codes Officer.

Meeting was called to order at 7:00 p.m. by Vice President Jenzano.

2019 Organization

Establishment of Meeting Dates for 2019 - Mr. Mimm made a motion, seconded by Mr. Ott, to set the first and third Mondays of each month, at 7:00 p.m. at Borough Hall, as the monthly Council meetings with the exceptions of the second Council meeting in April, due to a conflict with PSATS, will be held on Monday, April 22 and the first meeting for September will be held on Tuesday, September 3 due to the Labor Day holiday. The motion passed unanimously.

Designation of Bank Depository - Mr. Halvorsen made a motion, seconded by Mr. Ott, to designate DNB First as the Borough's depository. The motion passed unanimously.

Designation of Public Notices - Mr. Ott made a motion, seconded by Ms. Whichard, to designate the *Daily Local News* for the Borough's public notices. The motion passed unanimously.

Commission/Board Appointments:

Zoning Hearing Board – Mr. Halvorsen made a motion, seconded by Mr. Ott, to adopt Resolution 2019-01, a resolution to reappoint Jeff Simmons to Zoning Hearing Board for a three-year term. The motion passed unanimously.

Planning Commission – four-year term (seat has been vacant). This seat will remain vacant at this time.

Northwestern Chester County Municipal Authority – Mr. Ott made a motion, seconded by Mr. Mimm, to reappoint Matthew Halvorsen to a four-year term on the NCCMA. The motion passed with Mr. Halvorsen abstaining.

Honey Brook Borough Authority – Mr. Mimm made a motion, seconded by Mr. Ott, to appoint Bill Androwick to a four-year term to the Honey Brook Borough Authority. The motion passed unanimously.

2019 Emergency Services Resolution

Mr. Florio made a motion, seconded by Mr. Ott, to adopt Resolution 2019-02, a Resolution designating the emergency responders for 2019 for Honey Brook Borough as follows:

WHEREAS, the Borough Council of Honey Brook Borough is responsible under the Borough Code for the public safety of the residents of Honey Brook Borough; and

WHEREAS, the Board of Commissioners of the County of Chester has requested that Honey Brook Borough provide a resolution outlining the methods and agencies chosen to fulfill the public safety needs of Honey Brook Borough for the efficient administration of the integrated emergency communications system of the Chester County Department of Emergency Services.

NOW, THEREFORE, BE IT RESOLVED the Honey Brook Fire Company #1 will provide fire protection. Honey Brook Fire Company chooses to use Automatic Vehicle Location services instead of being designated a primary service or chooses a combination of designated primary coverage area and the use of Automatic Vehicle Location services.

FURTHER, BE IT RESOLVED, the Elverson-Honey Brook EMS provide ambulance services; and,

FURTHER BE IT RESOLVED the Honey Brook Borough Police Department will provide part-time police protection; and, the Pennsylvania State Police will provide protection with the Borough Police Department is not on duty; and

FURTHER, BE IT RESOLVED the Honey Brook Fire Company No. 1 provide rescue service; and,

FURTHER, BE IT RESOLVED that Brandywine Medic 93 provide Advanced Life Support Services; and,

FURTHER BE IT RESOLVED that Robert D. Esposito, Jr. is designated as Emergency Management Coordinator; and

FURTHER, BE IT RESOLVED that Borough Council has reviewed and revised, if necessary, and adopted the Honey Brook Borough Emergency Operations Plan; and has reviewed and adopted the National Incident Management System as a common operating practice.

AND FURTHER, BE IT RESOLVED, the contact person(s) between said organizations and Chester County Department of Emergency Services shall be the Emergency Management Coordinator or his/her designee.

The motion passed unanimously.

Appointment of Borough Auditor

Mr. Halvorsen made a motion, seconded by Mr. Florio, to appoint Kimmel Lorah & Associates as the appointed Borough Auditor and to authorize the Borough Secretary/Treasurer to sign the Engagement Letter to perform the 2018 Borough Audit. The motion passed unanimously.

Regular Monthly Meeting

Approval of Previous Minutes

Mr. Florio made a motion to approve the minutes from the December 17, 2018 meeting with the change of Mr. Whichard to Ms. Whichard under "Approval of Previous Minutes". Mr. Ott seconded the motion. The motion passed unanimously.

Payment of Bills

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

Public Presentations

Maggie Prichard, 870 Suplee Road and Charles Hannum, 49 Windswept Road, presented to Council their plan to demolish and develop an ice cream Parlor at the previous tattoo parlor on Conestoga Avenue. They explained they have necessary permits submitted to the State which are pending approval. They presented a printed concept of what the new building and parking lot will look like. Mr. Falencki stated there will probably be zoning issues due to the size of the lot and parking capability. Mr. Campbell said a variance may be required due to the size of the lot for parking and suggested that sales may only be for walk-up business. Mr. Campbell said he will have to go over the Zoning Code to see what exactly is required. Mr. Falencki suggested to not demolish anything at this time and stormwater will have to be addressed also.

Engineer's Report

Mr. Falencki reported that 1369 Walnut Street subdivision is moving forward. He has a meeting with the Township on January 10 to discuss the MS4 plans. Grant for Suplee Road has been submitted to the County, he is just waiting to hear back.

Solicitor's Report

No Report.

Communications/Secretary's Report

No Report.

President's Report

No Report.

Mayor's Report

No Report

Monthly Reports

Treasurer's Report - no report

Tax Collector's Report - no report

Police Chief's Report - Chief Ely reported that 37 children received toys from donations from the toy drive and 13 meals were provided to families. He said more toys were donated this year than in previous years. He thanked all those who helped with wrapping the toys.

Public Works Report - Mr. Ford provided a written report. He also informed Council that the heat for the garage was going to be installed starting January 8.

Planning Commission - A meeting will be held this month.

Code/Zoning/Building Officer's Report - Ms. Whichard said a meeting will be held on January 9 to discuss the Junior Council Person Program. A Resolution/Ordinance will be required. Ms. Jenzano said to move forward with this and bring any necessary documents to the next meeting.

Committee Reports

Park & Recreation - no report

Code/Ordinance - Mr. Campbell stated that the final inspection on the Honey Brook Presbyterian church failed due to not having a fire alarm system.

Finance - no report

Public Works - no report

Personnel - no report

Police - no report

WCC COG - Minutes of last WCC COG meeting were included in the meeting packet.

Old/Pending Business

Borough Banners - Mr. Mimm said plans are moving forward to put bows or garland on poles with banner posts.

New Business

Honey Brook Borough owned-properties real estate taxes - Mr. Halvorsen made a motion to waive the Honey Brook Borough real estate taxes for the post office and water tower properties. The motion was seconded by Mr. Mimm. The motion passed unanimously.

Attendance at PSATS Conference, April 14-17, 2019 - Mr. Ford, Mr. Halvorsen, and Mr. Ott requested to attend the annual PSATS Conference. Mr. Mimm made a motion, seconded by Ms. Whichard, to authorize the PSATS Conference registration for Mr. Halvorsen, Mr. Ott, and Mr. Ford. The motion passed with Mr. Halvorsen and Mr. Ott abstaining.

Public Presentations

None

There being no further business to discuss, the meeting was properly adjourned at 8:10 p.m.

Janis A. Rambo

Secretary

From notes taken by Tricia Swinty, Borough Clerk