

MARCH 2, 2020
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. Also, in attendance were Christopher Falencki, Borough Engineer; Bill Ford Public Works Superintendent; Chief Calvin Wilson; Tricia Swinty, Borough Clerk; Glen Morgan, Fire Marshal; and Zoe Curtis, Junior Council Member.

Approval of Previous Minutes

Mr. Halvorsen made a motion, seconded by Mr. Florio, to approve the minutes from the February 17, meeting, noting that Tricia Swinty was not in attendance. The motion passed unanimously.

Payment of Bills

Approval of zoning hearing board members attendance payment for February 25, 2020 hearing – Ms. Matlock made a motion, seconded by Mr. Florio, to authorize the zoning hearing attendance payment to Hearing Board Members Simmons, Ford, and Beiler for \$50.00 each for the Weaverland Custom Painting LLC/Horseshoe Pike Auto Sales LLC hearing that was held on February 25, 2020. The motion passed unanimously.

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

Engineer's Report

Mr. Falencki submitted the monthly Engineer's Report for the month of January 2020 which is on file at the Borough Office. Mr. Falencki reported on the following:

- MS4 – Mr. Falencki reported that he received revised MS4 mapping and is under review and is communication with the mapping consultant.
- 310 Maple Street – The revised stormwater plan was reviewed. It was noted that there is a change in owner. The cost estimate has increased. Madelyn Hopkins was present and advised that transfer of the property will take place on March 3, 2020. It was noted that new escrow will need to be posted with the Borough and the operations and maintenance agreement will need to be revised by the Borough Solicitor, signed by the parties, and recorded. Ms. Hopkins stated that she would provide the Borough with the new owner information and proof of the property transfer. Ms. Jenzano made a motion to release the current escrow posted with the Borough contingent upon verification of the transfer. Ms. Whichard seconded the motion. The motion passed unanimously.
- Chester County DCD CRP Grant – Mr. Falencki stated that communication received from Council following the last meeting favored proceeding with an application for Chestnut Street sidewalk, curb and road restoration instead of the Streetscape continuation. Mr. Halvorsen made a motion, seconded by Ms. Jenzano, to rescind the motion to proceed with

the Streetscape Extension Grant Application and to proceed with the Chestnut Street Curb, Sidewalk, and Road Restoration Project application for a project cost not to exceed \$140,000. The motion passed unanimously. It was noted that this project would assist in the costs not covered by the PennDOT grant.

- Recreation Grants – Mr. Falencki reported that he has confirmed two upcoming possible grant options for the park and tennis court project. The first is a grant through DCNR that would require a 50% match. The second is a Greenway Trails grant that would require a 15% match and would be due by May 31, 2020. After discussion, Mr. Florio made a motion, seconded by Mr. Ott, to proceed with a grant application through the Greenway Trails program. The motion passed unanimously.

At this time, Mr. Falencki departed the meeting.

Solicitor's Report

Ms. Venzie stated that she did not have anything to report on this evening.

Communications/Secretary's Report

Secretary noted the invitation to attend the Chester County Hazard Mitigation Plan 2020 update meeting on March 13, 2020 at the Government Services Building. Ms. Matlock and Mr. Florio stated that they would attend.

President's Report

Ms. Curtis thanked Mr. Ford and the public works department for the ongoing painting of Borough Hall.

Mayor's Report

Mayor Mulhall reported that the legislation to require municipalities to contribute to state police service continues to advance. Under Governor Wolf's proposed legislation, the Borough would contribute \$5,000 per year. He also noted the proposed legislation that would require municipalities to post their agenda a minimum of 24 hours in advance of the meeting. Any action item that would not be on the agenda could not be acted upon at a public meeting.

Monthly Reports

Treasurer's Report – The budget to actual P&L report as of February 28, 2020, was distributed as well as the balance sheets for the month ended February 28, 2020, and as of today to include the bills approved for payment at tonight's meeting.

Tax Collector's Report - No report has been received from the County.

Police Chief's Report – Chief Wilson provided the department's written report for the month of February. He noted that the AR15 is now equipped and sited in for service. The installation for the

car mount in the Charger will be completed this week. A new secure door was installed at the police station and the computers were updated to improve efficiency. New secure eMail accounts were set up for the officers. Lockers were purchased and installed as well. The Police Report distributed also included the statistics, year to date, from the County Department of Emergency Services. Chief Wilson also noted that he is registered for Police Supervisory In-Service Training through Penn State that will be held at East Brandywine Township on April 27 through May 1. Chief Wilson note that the Police Committee will meet on March 18.

Public Works Reports - Mr. Ford provided a written report which is on file at the Borough Office.

Planning Commission – Mayor Mulhall noted that the Planning Commission did not meet in February but will meet in March to take action on a letter of support for the CRP grant application.

Code/Zoning/Bldg Officer's Report – Mr. Campbell provided a written report which is on file at the Borough Office. Ms. Swinty noted that a landlord still has not paid for the rental inspections after indicating that he would pay for the past due invoice. It was asked that the item be placed back on the agenda if payment is not received.

COG – Mr. Florio reported on the last meeting of the COG. He noted that there has not been a lot of participation in the Regional Emergency Management meetings and attempts are being made to have someone from each member municipality attend. If the EMC cannot attend, an alternate for the coordinator can attend. Mr. Florio noted that he COG will be meeting at Borough Hall for their May 27 meeting.

322 Task Force – No report.

Committee Reports

Park & Recreation – Ms. Jenzano reported that all four concerts have been booked for 2020.

Public Works - Mr. Ford stated that an order of salt will be delivered.

Code & Ordinance – Ms. Whichard stated that the Committee will be looking at toters at their April 1 meeting. It was also requested that the Committee look at an ordinance that would require gas stations to have “stay dry” accessible at the pumps. It was noted that an incident occurred in the Borough recently of a fuel run over and the station did not have any material on hand. Also requested to be discussed is an ordinance requiring commercial properties to have a Knox Box. As of now, the program is voluntary.

Finance – No report. Next quarterly meeting is in April.

Personnel – No report.

Police – Next meeting will be held on March 18.

Banner – Received proof today for a 4x5 flyer. An order was placed for 2,500copies and ten 11 x 17 posters. There was a discussion regarding setting up a *PayPal* account to accept orders, but the consensus was to keep with the Committee's recommendation of cash or check.

MS4 – No report.

Old/Pending Business

Zoning Hearing – Letter was received from Gawthrop Greenwood advising that the Zoning Hearing Board granted a special exception to permit the expansion of a nonconforming use to include office space, vehicle sales, and the expansion of vehicle painting within the building at 4171 Horseshoe Pike to the applicant, Weaverland Custom Painting LLC at the hearing held on February 25. Further, the Board also granted a variance to permit the installation of a sign for the non-conforming commercial uses with conditions. A formal decision of the Board will be issued within 45 days as required by the Municipalities Planning Code.

New Business

Emergency Services Public Survey – Mr. Ford encouraged everyone to complete the public survey.

Clerk Requested Time Off – Council concurred to grant time off to the Borough Clerk for March 11 and April 10.

Public Presentations

None

There being no further business, the meeting was properly adjourned at 8:38 p.m.

Janis A. Rambo
Borough Secretary