

**MAY 4, 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. It was noted that the meeting was being 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. The Notice for instructions to participate in the meeting was posted at Borough Hall and on the Borough website. The Notice advised that anyone unable to participate in the meeting through *Zoom* could eMail comments on the agenda, which was posted on the website as of April 3, 2020, by eMailing the Borough Secretary by 3:00 p.m. on today's date. No comments were received.

***Public Presentations***

It was noted that a letter was received from Raymond Briggs, 714 Chestnut Street, noting his concern to install sidewalks on both sides of North Chestnut Street from "Main Street" (Horseshoe Pike) to Water Street. It was noted that the scope of the project was discussed upon receipt of his letter and he was advised that the scope did not include sidewalks of the road as noted.

***Approval of Previous Minutes***

Mr. Halvorsen made a motion, seconded by Ms. Jenzano, to approve the minutes from the April 20, 2020, meeting. The motion passed unanimously.

***Payment of Bills***

Ms. Whichard made a motion, seconded by Mr. Halvorsen, to approve the bills presented for payment. The motion passed unanimously.

***Old/Pending Business***

Consideration to Extend Provisions of Resolution 2020-05 – It was noted that Resolution 2020-05 that adopted procedures and policies for conducting of public meetings during State of Emergency and additional action item expires as of today. After discussion, Mr. Ott made a motion, seconded by Ms. Whichard to adopt Resolution 2020-06, a Resolution to extend the State of Emergency and the provisions of Resolution 2020-05 to June 3, 2020. The motion passed unanimously.

Consideration to Adopt a Resolution to Waive Fees and Penalties for Late Payment of Real Property Tax – As per Act 15, Council discussed waiving fees and penalties for real estate tax payment if the tax is paid in its entirety by December 31, 2020. Mr. Halvorsen made a motion, seconded by Mr. Florio, to adopt Resolution 2020-06, a Resolution to Waive Fees and Penalties for Late Payment of Real Property Tax provided that the tax is paid in its entirety by December 31, 2020.

## ***New Business***

### Discussion regarding Ordinance Committee recommendation to Solid Waste Ordinance – Ms.

Whichard reviewed proposed Solid Waste Ordinance changes that would provide provisions under the “Collection Service Fees” to refer to “containers” that would cover bags or other devices should the Borough wish to change the medium for trash from the purchased bags to another type of designated container. There was an initial discussion regarding containers versus the bag system. It was noted that at the present time, the revenue from the sale of the bags, along with the tipping fee refund from the CCSWA, is not quite covering the cost of collection as the bag cost to residents has not changed in several years to reflect the increase in the collection contract and price per bag. It was also noted that the collection fees noted in the draft stated that “occupants” of residential units shall be liable for service charge. Ms. Venzie stated that another section may need to be added noting the homeowner would be ultimately responsible for unpaid fees to the Borough. Mr. Ford suggested that wording for non-compliance for supplying a dumpster for rental units over the number of units specified in the ordinance needs to be included. Ms. Venzie stated that she would draft revisions for concerns noted.

Honey Brook Hardware as Distributor of Borough Recycle Bags – Mr. Ford reported that Honey Brook Hardware expressed interest in selling the Borough Recycle Bags. Mr. Ott made a motion, seconded by Ms. Jenzano, to permit Honey Brook Hardware as an authorized distributor of the recycle bags. The motion passed unanimously.

The files will be checked to see if the Agreement with Eby’s Market, formerly Stoltzfus Market, could be located to confirm the exact provisions for Eby’s storing the bags and remittance reporting requirements to the Borough.

2019 Audit – Secretary/Treasurer advised that an extension to submit the audit to the County was obtained to July 31, 2020.

Banner Program – It was reported that the State of Emergency impacted the roll out of the banner program. Two applications have been received.

Other Items – Ms. Jenzano said that she has not received a response from Denron regarding the signs. Mr. Ford stated that some overgrown shrubs had been removed. Chief Wilson noted that both police cars have had the windows tinted.

## ***Public Presentations***

None

There being no further business, the meeting was properly adjourned at 7:45 p.m.

Janis A. Rambo  
Borough Secretary