

MAY 6, 2019

FIRST MONTHLY MEETING

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; Kim Venzie, Borough Solicitor; Bill Ford, Public Works Superintendent; and Tricia Swinty, Borough Clerk.

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

Approval of Previous Minutes

Mr. Halvorsen made a motion to approve the minutes from the April 22, 2019. Mr. Ott seconded the motion. The motion passed unanimously.

Payment of Bills

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

Public Presentations

None

Engineer's Report

Nevin Drive Project – Mr. Falencki reported that paperwork was received today and that he is currently waiting for the contractor to return the contracts for the Borough's signatures.

Edge of Brook Farm Subdivision – An extension letter was Inland Design on behalf of applicant Lewis R. Frame, Jr. granting an extension to July 1, 2019. Mr. Halvorsen made a motion, seconded by Mr. Mimm, to accept the extension for Edge of the Brook Farm to July 1, 2019. The motion passed unanimously. It was noted that a meeting was scheduled for May 8 with the Borough Solicitor and Borough Engineer to review the plan.

It was noted that the Borough received a copy of a letter from DEP regarding the submission of a planning module for a sewer exemption. Mr. Falencki advised that it appears that this review was based on the first plan submission. Ms. Venzie requested that the applicant be asked to update their plan submission.

Shenberger Subdivision – The following action was taken:

- Consideration to accept Maintenance Security Agreement – Ms. Whichard made a motion, seconded by Mr. Florio, to accept the *Maintenance Security Agreement* in the amount of \$3,121.03. The motion passed unanimously. Treasurer advised that Mr. Shenberger as

authorized that \$3,121.03 of his construction/developer escrow balance be kept by the Borough for the 18-month security.

- Consideration to accept Stormwater Best Management Practices and Conveyances Operation and Maintenance Agreement – Mr. Ott made a motion, seconded by Mr. Mimm, to accept the *Stormwater Best Management Practices and Conveyances Operation and Maintenance Agreement*. The motion passed unanimously.
- Consideration to approve release \$4,587.76 for Construction Escrow Release #6/Final – Ms. Jenzano made a motion, seconded by Mr. Ott, to approve the release of \$4,587.76 for Construction Escrow Release #6/Final to Charles Shenberger. The motion passed unanimously.

Honey Brook Community Church – It was noted that s Maintenance Security Agreement and a Stormwater Best Management Practices and Conveyances Operation and Maintenance Agreement were forwarded to the Honey Brook Community Church for review and execution and we are waiting for receipt.

Isch/1369 Walnut Street Subdivision Plan – A list of 30 waivers was presented as listed in a letter from Hershey Surveying Inc. dated April 11, 2019. Mr. Falencki noted that Honey Brook Township waived all reviews for this Plan. After review and discussion, Mr. Mimm made a motion, seconded by Mr. Ott, to approve all waivers listed and requested in Hershey Surveying Inc.'s letter of April 1, 2019. The motion passed unanimously. Council considered preliminary/final subdivision approval. Mr. Ott made a motion, seconded by Ms. Jenzano, to grant conditional preliminary/final subdivision approval based upon comments being addressed in McCarthy Engineering' review letter of April 17, 2019. The motion passed unanimously.

Alvin Zook Farm – Mr. Falencki and Mr. Ford discussed issues that they had brought to PennDOT's district representative's attention. At this time, PennDOT does not acknowledge any issues to be addressed.

Zoning Application – Mr. Falencki acknowledged receipt of the zoning hearing application for 2560 Conestoga Avenue. It was noted that at the present time, a hearing date had not been set. Council will discuss if any additional representation at the hearing will be required in addition to the Zoning Officer.

429 Walnut Street – Stormwater Issue – It was noted that the Solicitor will be drafting an Agreement.

At this time, Mr. Falencki departed the meeting.

Solicitor's Report

Ms. Venzie reviewed that Honey Brook Township would like Council to approve a Resolution regarding the review of the Honey Brook Township's Act 537 Sewage Facilities Plan noting that the Borough has reviewed the Plan and that there is no objection provided it complies with applicable zoning, subdivision, other municipal ordinances and plans and to a comprehensive

program of pollution control and water quality management. The Resolution notes that Borough residents should not be financially impacted by sewage facility improvements costs that have a direct correlation to increased development within Honey Brook Township. It was noted that Council previously approved such a Resolution, but the Township requested that Council provide a new Resolution as they have now adopted the Act 537 Plan. Mr. Florio made a motion, seconded by Ms. Jenzano, to adopt Resolution 2019-07 regarding the Borough's review of the Honey Brook Township Act 537 Plan. The motion passed unanimously.

Communications/Secretary's Report

It was noted that Council was provided a copy of the zoning hearing application for 2560 Conestoga Avenue.

President's Report – No Report

Mayor's Report -- No Report

Monthly Reports

Treasurer's Report – The monthly P&L, actual vs budget, and Balance Sheet were distributed.

Tax Collector's Report - Receipts for March is \$9,352.63.

Police Chief's Report – The monthly report for March was distributed.

Public Works Report - Mr. Ford provided a written report. He noted that the new dump truck may be ready for delivery by the end of June.

Planning Commission – The April 17, 2019, Planning Commission meeting minutes were distributed. Mayor Mulhall noted that he may have two names for consideration to fill the vacant seat on the Planning Commission.

Code/Zoning/Building Officer's Report – The building permits issued year-to date was distributed.

COG – Mr. Florio reviewed the COG meeting held in April.

322 Task Force – Ms. Curtis reported that Representative Hennessey has been asked to participate at the meetings. The ten-year plan was reviewed and reviewed the exact areas that need improvement.

Committee Reports

Park & Recreation – Ms. Jenzano reported that spring maintenance is ongoing. Dr. Schonebaum is looking into grant options for tennis court resurfacing. A Girl Scout project will be starting in the park for a butterfly garden, bird and bat boxes. She also noted that the Food Pantry has found someone who will maintain raised vegetable beds in the park.

Code/Ordinance – No report.

Finance – Committee met in April; next meeting is in July.

Public Works – No report.

Personnel – Debit card usage acknowledgement was distributed to staff and elected officials regarding the use of the Borough's debit card. A personnel file check list has been developed as well as an emergency contact form. There was a discussion that a drug test should be administered before the hiring of any Borough employee.

Police – No report. Sergeant Wilson had joined the meeting. He noted that it is the season when curfew needs to be enforced and is seeing grass thrown on the roads. He also noted the traffic backup on Horseshoe Pike on trash/recycle collection days. It was discussed that the timing cycle on the traffic light should be looked at.

Old/Pending Business

None

New Business

Old Borough Server – It was noted that the new server installation was successful last Friday and no problems reported. The Borough's old server can be erased and destroyed by Custom Computer upon written authorization by the Borough. Mr. Halvorsen made a motion, seconded by Mr. Ott, authorizing Custom Computer to remove and destroy the old server. The motion passed unanimously. The Borough Clerk will draft an authorization for the Council President to sign.

Other Announcements – It was noted that the Fire Company's annual "Mud Sale" would be held on Saturday, May 11, at the 4H Center. A motorcycle ride will be coming through the Borough as well on Saturday.

Junior Council Person – One application was received by the April 30 deadline.

Public Presentations

None

There being no further business to discuss, the meeting was properly adjourned at 8:11 p.m.

Janis A. Rambo, Borough Secretary