

**HONEY BROOK BOROUGH COUNCIL
FIRST MONTHLY MEETING
DECEMBER 6, 2021**

The First Monthly Meeting of Honey Brook Borough Council was called to order by Council President Jessica Curtis at 7:00 p.m. The meeting was held at the Borough Hall. All members answered Roll Call except Jeanne Jenzano and Chandler Matlock participated via teleconference. Also in attendance were Kim Venzie, Borough Solicitor; Chief Calvin Wilson; Joe Boulanger, Building/Zoning/Code Officer; and Tricia Swinty, Borough Clerk. Christopher Falencki, Borough Engineer, participated via teleconference. Also in attendance was Matthew Boswell, Junior Council Member.

It was noted that that Council was in Executive Session prior to the meeting regarding litigation updates.

Approval of Previous Minutes

Ms. Wunsch made a motion, seconded by Mr. Ott, to approve the minutes of the November 15, 2021, meeting. The motion passed unanimously.

Payment of Bills

Mr. Florio made a motion, seconded by Ms. Wunsch to approve the payment of the bills. The motion passed unanimously.

Citizen's Comments on Agenda Items

None

Public Presentations

John McHugh, Honey Brook Township Supervisor – Mr. McHugh thanked Mayor Mulhall for his service to the Borough as Mayor and also thanked Ms. Wunsch for her service as Council Member. He looked forward to the Borough and Township working together in the coming year.

Engineer's Report

4171 Horseshoe Pike & 730 Walnut Street Minor Subdivision Plan – Mr. Falencki noted that all items have been addressed in his November 9, 2021, review letter. Joe Rusella from Howell Kline was present for the applicant. It was noted that the subdivision plan created one new lot and changed property line changes on two existing lots. Ms. Wunsch made a motion, seconded by Mr. Florio, to approve the subdivision plan for Eugene Stoltzfus for 4171 Horseshoe Pike & 730 Walnut Street. The motion passed unanimously.

Shenberger 18-month Maintenance Escrow Release - Mr. Falencki reported that the 18-month maintenance re-inspection was done for the Shenberger 18-month maintenance release. Based on the Engineer's recommendation, Mr. Florio made a motion, seconded by Mr. Ott, to authorize the release of the 18-month maintenance escrow minus the professional fees related to the inspections. The motion passed unanimously.

MS4 Update – Mr. Falencki reported that DEP is requiring the permit information to be submitted by December 31; a meeting is scheduled for December 15 to wrap up the application with the Township.

Grants – Mr. Falencki is working on submission of professional fees for the Maple Street and Chestnut Street projects to the County for reimbursement consideration.

UCII Inventory List – As requested by the County, the UCII project list was reviewed. Mr. Ott made a motion, seconded by Ms. Wunsch, to keep the list as on file with the County with no changes. The motion passed unanimously.

Other – There was discussion regarding a potential issue of stormwater runoff from Honey Brook Express. Mr. Boulanger reported that he took a look at the property but found no violations of the Property Maintenance Code. He noted that there could be issues with the function of the “wall” that was installed years ago. Ms. Venzie inquired about stormwater management issues and the need to confirm who is taking charge of these issues.

At this time, Mr. Boulanger and Mr. Falencki left the meeting.

Solicitor's Report

No report

Old Business

2022 Budget – The 2022 budget was presented for public inspection consideration.

- Authorization to place public notice of proposed 2022 Budget for public inspection – Ms. Matlock made a motion, seconded by Mr. Florio, to authorize the proposed 2022 Budget
- Authorization to advertise ordinance for budget adoption and real estate tax increase – Mr. Florio made a motion, seconded by Mr. Ott, to authorize the Borough Solicitor to draft and advertise an ordinance for the 2022 budget adoption and real estate tax increase. The motion passed unanimously.

Honey Brook Herald digitization project – The consensus was to table as Ms. Jenzano was not present.

Discussion/consideration regarding snow emergency parking request on Water Street where there is no off-street parking – Ms. Curtis noted that a meeting is being set up to review on December 7 and Felix Colon and Troy DiSimone were invited to attend due to their request for additional consideration on this subject. It was noted by Glenn Morgan of the public works department that there is off-street parking behind the row homes on Water Street if that area was maintained.

Communications/Secretary/Treasurer's Report

Letter was distributed to Council from Reuben Schonebaum regarding his annual appeal to recognize Hanukkah and the placement of a menorah along with the holiday/Christmas tree.

President's Report – No Report

Mayor's Report – No Report

Committee Reports

Finance Committee – No Report

Parks & Recreation – Mr. Morgan inquired about the purchase of a backpack blower which would assist in leaf collection and snow removal at the Borough Park and Borough Hall. The cost for a unit is \$499.00. After discussion, it was the consensus of Council to purchase two backpack blowers.

Public Works – No Report

Code & Ordinance – No Report

MS4 – No Report

Personnel – No Report

Police – No Report

Banner – It was noted that the Veteran Recognition banners would be going down and the holiday banners going up.

COG – Ms. Matlock reported on the recent COG meeting and noted the upcoming “Meet and Greet” event being held on January 26, 2022, at G.A Vietri's location in the Valley View Business Park in Valley Township, for current and potential new members. The event will start at 7:00 p.m. and will include representation from the County Commissioners.

New Business

Consideration to authorize registration for grant writing online session – Mr. Ott made a motion, seconded by Mr. Florio, to authorize Chandler Matlock to register for an online grant writing seminar at a registration fee cost of \$55.00. The motion passed unanimously.

Consideration to authorize public notice of annual organization meeting for January 3, 2022, at 7:00 p.m. – Mr. Ott made a motion, seconded by Mr. Florio, to authorize the public notice for the annual organization meeting, with the first monthly meeting to immediately follow, for January 3, 2022, at 7:00 p.m. be placed. The motion passed unanimously.

Consideration to close Borough Hall on December 24, 2021 – Mr. Ott made a motion, seconded by Ms. Wunsch, to authorize Borough Hall be closed on December 24, 2021. The motion passed unanimously.

There was discussion regarding having the “Owl” up and running. Council concurred that the previously discussed tablet should be purchased and an eMail account be created for coordination of the equipment with the Zoom account.

Public Presentations

None

There being no further business, meeting was adjourned at 8:05 p.m.

Janis A. Rambo, Borough Secretary