

**REORGANIZATION MEETING
HONEY BROOK BOROUGH
January 3, 2023**

Reorganization meeting was called to order by Mayor Maria Downey.

Election of Council President – Jessica Florio announced she will be stepping down as Borough President. Mr. Ott nominated William (Bill) Ford as Council President; nomination was seconded by Jeanne Jenzano. The motion was passed with Rich Florio voting no. At this time Ms. Florio left the President’s seat and Mr. Ford took over the meeting.

Election of Vice President – Mr. Ford nominated Jeanne Jenzano as Council Vice President; nomination was seconded by Ms. Matlock. The motion passed unanimously.

Election of President Pro Tem – Mr. Florio nominated Chandler Matlock as President Pro Tem; nomination was seconded by Ms. Jenzano. The motion passed unanimously.

Appointment of Borough Officials – Ms. Florio made a motion to appoint Tricia Swinty as the Assistant Secretary; nomination was seconded by Ms. Jenzano. The motion passed unanimously. A motion was made by Ms. Matlock to re-appoint the current appointees, seconded by Mr. Ott. The motion passed unanimously.

Secretary – Janis Rambo

Treasurer – Janis Rambo

Police Chief – Calvin Wilson

Public Works Superintendent – Bill Ford

Borough Solicitor – Buckley, Brion, McGuire & Morris, LLP

Zoning, Building and Code Enforcement Officer – Kraft Municipal Group

Fire Marshall – Glen Morgan

Vacancy Board – Matt Halvorsen

Board and Commission Appointments - Mr. Ott made a motion to make the following appointments seconded by Mr. Florio. The motion passed unanimously.

Planning Commission – Appoint James Action for a four-year term (seat expired 12/31/22).

Honey Brook Borough Authority - Appoint Bill Androwick for a four-year term (seat expired 12/31/22).

Northwestern Chester County Municipal Authority - Appoint Matthew Halvorsen for a four-year term (seat expired 12/31/22).

Appoint BBD, Ltd. as Auditor.

Appointments by Resolution - Mr. Ott made a motion to make the following appointments seconded by Ms. Jenzano. The motion passed unanimously.

Zoning Hearing Board - Appoint Theodore D. Ford for a three-year term (seat expired 12/31/22).

Establish Monthly Meeting Dates – Mr. Florio made a motion, seconded by Mr. Ott to set the 2023 meeting schedule as follows at 7:00 p.m. at Borough Hall with the exception of the two meeting prior to election day when the meetings will be held at the Borough Annex. The meeting for Monday, July 3 will be cancelled at this time unless it is deemed necessary to meet at a future date. The motion was passed unanimously.

Tuesday, January 18
Monday, February 6
Tuesday, February 21
Monday, March 6
Monday, March 20
Monday, April 3
Monday, April 17
Monday, May 1
Monday, May 15 (Annex)
Monday, June 5
Tuesday, June 20
Monday, July 17

Monday, August 7
Monday, August 21
Tuesday, September 5
Monday, September 18
Monday, October 2
Monday, October 16
Monday, November 6 (Annex)
Monday, November 20
Monday, December 4
Monday, December 18

Ratification of Taxes – It should be noted that the agenda should reflect the tax rates are for 2023, not 2022. Ms. Matlock made a motion, seconded by Mr. Ott to ratify the following tax rates for 2023. The motion passed unanimously.

Real Estate – 3.9 mils
Earned Income – 1%
Real Estate Transfer – 1%

Ratification of Budget - Ms. Matlock made a motion, seconded by Mr. Ott to ratify the 2023 Budget. The motion passed unanimously.

Designation of Bank Depository – Mr. Ott made a motion, seconded by Ms. Jenzano to designate S&T Bank as the Borough’s depository. The motion passed unanimously.

Emergency Services Resolution – Mr. Florio made a motion, seconded by Ms. Matlock to adopt Resolution 2023-02 designating emergency service responders. The motion passed unanimously.

Western Chester County Regional Appeals Board Representatives (2) - Ms. Jenzano made a motion, seconded by Mr. Ott to appoint Mr. Matthew Halvorsen and Mr. Christopher Falencki as Borough representatives to the WCCRAB. The motion passed unanimously.

Chester County Tax (EIT) Collection Committee – Mr. Ott made a motion, seconded by Ms. Matlock to appoint Janis Rambo as delegate and Mary Beth Wadlinger as alternate. The motion passed unanimously.

Wester Chester County Council of Government Representatives - Mr. Ott made a motion, seconded by Ms. Jenzano to appoint Chandler Matlock as delegate and Richard Florio as alternate. The motion passed unanimously.

Other Reorganization Business – Mr. Ford asked all members to email to him by January 31, 2023, which committee(s) would like to volunteer for. Appointments will be assigned at the next Council meeting.

The Reorganization Meeting was adjourned at 7:25.

Tricia Swinty
Borough Assistant Secretary