

**HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
JULY 18, 2022**

The Second Monthly Meeting of Honey Brook Borough Council was called to order by Council President Jessica (Curtis) Florio at 7:00 p.m. The meeting was held at Borough Hall. All members answered Roll Call with Chandler Matlock participating by phone. Also in attendance were Chief Calvin Wilson; Joe Boulanger, Building/Code/Zoning Officer; Kim Venzie, Borough Solicitor; and Tricia Swinty, Borough Clerk.

Citizen's Comments on Agenda Items

Sam Fisher, 640 Vine Street – Mr. Fisher questioned about minutes being voted on. Secretary advised that they are in the information made available to the public on the table by the door on meeting night – along with the agenda and list of bills being presented for payment. She also noted that draft minutes – from the meeting taken to the next meeting where presented for adoption – are protected under the Sunshine Law.

Public Presentations

Michael Woods, 3350 Horseshoe Road – Mr. Woods stated that he was following up from attending several weeks ago about more or any traffic enforcement on Horseshoe Pike. He stated that after coming to a meeting, the “speed machine” was placed on Horseshoe Pike and it made a difference – and then it was moved to another location. He stated during the last four weeks, the speeding has increased. Chief Wilson noted that speed is done at least one a week in the area, if not more. Chief reported that there was only one over the speed limit. He added that when the trucks hit the divit, it probably sounds faster that they are really going. Chief noted that there were 46 traffic stops in June and they have been doing more truck enforcement. Mr. Woods noted, again, that the “speed machine” being placed on Horseshoe Pike appeared to have made a difference.

Jack Martin – Mr. Martin, who noted in lived in the Coatesville area, stated that his father used to run the General Wayne Hotel and presented Council with some historic items – a plate from the old newspaper for the hotel’s advertising and an 1866 party invitation to a cotillion party at the General Wayne Hotel on June 20, 1866.

Gary Ream, Deputy Fire Chief – Chief Ream gave the Fire Company’s June report.

Approval of Previous Minutes

Mr. Ford made a motion, seconded by Mr. Florio, to approve the minutes of the July 5, 2022, meeting. The motion passed unanimously.

Payment of Bills

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

Communications/Secretary/Treasurer's Report

None

President's Report

No report

Mayor's Report

No report

Monthly Reports

Treasurer & Tax Collector Report – The Treasurer's Report for the month ending June 2022 was distributed as well as the corresponding Balance Sheet. A copy of BBD's DCED audit report was provided to Council. Mr. Ford asked about the escrows and when they are released. Ms. Rambo advised that when it is determined that all work is complete and invoicing to the Borough has been received. Mr. Ford indicated he believed the work at 480 Maple Street was complete. Ms. Rambo stated that the escrow was for stormwater management and it is her understanding that the final inspection/sign off would be by the Borough Engineer and not covered by the Building Official as part of the building permit. Solicitor Venzie concurred.

Police Report – The monthly police report was distributed and reviewed by Chief Wilson.

Public Works – Public Works report was distributed. Mr. Ford stated that he was still waiting for confirmation of tonnage allocation year for additional salt purchased at the 2021/22 price. He stated that he was going to go ahead and place an order as he anticipates the 2022/23 CoStars price will be higher.

Code & Ordinance – The monthly report was distributed to Council. Mr. Boulanger stated that two new properties are on the property maintenance list. He noted that an appeals hearing was postponed.

Planning Commission – No report as the Commission did not meet.

Old Business

Discussion/consideration to establish a Historic Committee – Mr. Ford stated that in less than 4 years it will be the Country's 250th anniversary and that he understands there will be grant funds

available for historic preservation. He feels that a Historic Committee needs to be established. Ms. Florio asked if any Council members are interested to let her know prior to the next meeting and then it would be open to residents. It was clarified that the mission of the Committee was not to regular homes and regulate any improvements, etc. Sam Fisher voiced that he would be interested in serving on the Committee as a resident.

Discussion/consideration regarding ARPA fund donation to Honey Brook Food Pantry – The Finance Committee reviewed at their recent meeting and believed that the suggested donation of \$12,000 was feasible. Mr. Ford stated that he believed that before giving any money that the Borough should request an audit. It was noted that use of ARPA funds does not require any fiscal reporting as does donations allowable under the Borough Code. Mr. Florio made a motion, seconded by Ms. Wadlinger, to donate \$12,000 to the Honey Brook Food Pantry. The motion passed with Mr. Ford voting nay and Ms. Jenzano abstaining due to her being on the Board of the Food Pantry.

New Business

Consideration to increase hourly rate of Officer Robert Klinger and to hire a part-time officer – Mr. Ott made a motion, seconded by Ms. Jenzano, to increase Officer Klinger’s hourly rate, effective July 18, 2022, to \$25.50 per hour.

Mr. Ott made a motion, seconded by Mr. Florio, to extend a conditional offer of employment as a part-time police officer contingent upon successfully completing a psychological evaluation and drug testing and physical. The motion passed unanimously.

Other – A letter was received today from Fire Chief Kern requesting that the Borough consider a donation from ARPA funding to purchase firefighting turnout gear. In his letter he noted that there are 50 active firefighters and that they purchase five sets of gear each year to stay compliant. Five sets cost \$17,377.50. Deputy Chief Ream reviewed their replacement program and noted that all new hose for their one engine recently had to be replaced. It was asked if the Township was also being requested to help purchase turnout gear. Chief Ream advised he believed so. As the request came the same day as the meeting and too late to officially add to the agenda to take action tonight, the request will be placed on the August 2, 2022 agenda.

Mr. Ford advised that PennDOT has completed their paving through the Borough. He stated that he was obtaining a quote for crosswalk painting. Chief Wilson suggested that a crosswalk be added from the Youth Center across to Speedy Z’s.

Public Presentations

Sam Fisher, 640 Vine Street – Mr. Fisher inquired if certain “back” streets could be posted that through traffic is not permitted during certain hours. Ms. Wadlinger noted that an example is during school hours around a school.

Bhavesh Patel, Mani D – Mr. Patel inquired why he took him 12 weeks to get a building permit for the interior of his business. Mr. Boulanger noted when he originally submitted his plans to the Borough a conditional use was required as the plans showed a drive through window that required relief. Ultimately, the permit was issued for the interior portion only with the applicant being warned that moving forward was at his own risk pending the outcome of the conditional use hearing. Mr. Patel stated that no other applications for commercial properties took 12 weeks; it was noted that other commercial applicants did not need zoning or conditional use relief. It was noted that ultimately the drive through was eliminated from the plans. Mr. Patel stated that his engineer estimated that he would have had to pay \$50,000 for an additional set of drawings. It was noted by the Borough that this could have included what was going to be needed for the land development process that would have been required if moving forward after the approved conditional use approval.

Sam Fisher, 640 Vine Street – Mr. Fisher inquired how one obtains a plot plan for properties in the Borough and how a code official knows where his property lines are. Ms. Florio advised that as his case is in litigation/appeal, the Borough cannot discuss at a public meeting.

At this time, Mr. Ott made a motion, seconded by Mr. Florio, to adjourn the public meeting and that Council would be going into Executive Session relative to personnel and would not be reopening the meeting.

Janis A. Rambo, Borough Secretary

**GENERAL FUND - BILLS TO BE PAID
AUGUST 1, 2022**

<i>Vendor</i>	<i>Description</i>	
10-8 Emergency Vehicle Service	150 AMP TST breaker	\$55.32
AT&T Mobility	police & public works cell	\$96.77
Chester County Solid Waste Authority	tipping fees - week of 7/15/2022	\$348.61
H. A. Weigand Inc.	signs/posts - Borough properties	\$394.00
Honey Brook Borough Authority	2022 hydral fee (45 hydrants)	\$5,625.00
Honey Brook Food Pantry	Donation/ARPA Funds - approved 7/18 BC	\$12,000.00
Honey Brook Hardware	fasteners	\$4.50
Honey Brook Hardware	propane refill	\$31.98
Independence Blue Cross	August premium	\$1,339.06
Kraft Code Services LLC	Billing period 6/12 - 7/9/2022	\$1,933.90
McCarthy Engineering	Engineering - MS4	\$455.00
McCarthy Engineering	Engineering - general consult	\$520.00
McCarthy Engineering	Engineering - 2022 Stormwater Ordinance	\$130.00
McCarthy Engineering	Engineering - traffic light timing study	\$325.00
McDonald Uniform Co., Inc.	boots, bullion visor, gold snake band for uniform	\$141.20
PeneTeleData	police office cable and phone service	\$158.84
PP&L	Annex Building	\$163.23
PP&L	park/322 & 10"	\$47.17
PP&L	Borough Hall	\$158.90
PP&L	shed	\$33.12
Rothwell Document Solutions	quarterly maintenance & useage	\$157.77
Siana Law, LLP	SOP review phone conference	\$159.00
The Fortunato's	concert performance - August 7 2022	\$500.00
Witmer Public Safety Group	Magpul SGA Mossberg shotgun stock	\$104.00
S&T DEBIT CARD TRANSACTIONS		\$0.00
Payroll 2022-15	pay ending 7/17/2022	\$7,355.38
Payroll Service Fee		\$109.50
Payroll Taxes (Fica, Medicare) Contribution		\$562.72

TOTAL GENERAL FUND \$32,854.65

STATE FUND - BILLS TO BE PAID

<i>Vendor</i>	<i>Description</i>	
PPL	traffic light electric	\$33.21
TOTAL STATE FUND		\$33.21

Payroll Form 2022-15					
PAY ENDING - July 17, 2022					
		PAYROLL			
405.1400	182.75			ADMIN	
409.1400	0			BLDG CLEANING	
410.1100	2937.6			POLICE CHIEF	
410.1120	881.28			CHIEF OT	
410.3110	661			PT POLICE	
413.3000				ZONING/CODE	
430.1400	1317.75			STREETS	
454.1400	525			PARK	
430.2200				SNOW REMOVAL	
402.1200	409.25			TREASURER SALARY	
405.1200	440.75			SECRETARY SALARY	
400.1130	0			ELECTED OFFICIALS	
487.1980	0			VISION/DENTAL ALLOWANCE	
TOTAL PAYROLL	7,355.38				
2230.0000			0	HEALTH CARE CONTRIBUTION	
100.0000			7,355.38	PAYROLL DEDUCTION AMOUNT	
		PAYROLL SERVICES/TAX LIABILITY			
402.3100	0	109.50			
487.0010	Fica	456.05			
487.0010	Medicare	<u>106.67</u>	562.72		
		672.22			
Calvin Wilson	\$3,818.88				
Brian Hughes	\$188.00				
Robert Klinger, Jr.	\$473.00				
Gary Frey					
Patricia Swinty	\$182.75	clerk			
Patricia Swinty	\$0.00	bldg cleaning			
Bill Ford	\$924.00				
Glen Morgan	\$262.50				
John Robb	\$446.25				
James Rock	\$210.00				
Meredith Dombach		office/admin			
Janis Rambo	440.75	Secretary			
Janis Rambo	409.25	Treasurer			
Jessica Curtis	\$0.00				
Richard Florio	\$0.00				
Mary Beth Wadlinger	\$0.00				
Jeanne Jenzano	\$0.00				
Maria Downey	\$0.00				
Chandler Matlock	\$0.00				
Christopher Ott	\$0.00				
Bill Ford	\$0.00				
C Wilson Dental/Vision	\$0.00				
	\$7,355.38				