

**HONEY BROOK BOROUGH COUNCIL  
FIRST MONTHLY MEETING  
JULY 1, 2024**

The First Monthly Meeting of Honey Brook Borough Council was called to order by Council President Bill Ford at 7:00 p.m. The meeting was held at Borough Hall and all members answered Roll Call. Also in attendance were Anderson Deutschman of McCarthy Engineering, Borough Engineer; Kim Venzie, Borough Solicitor; and Tricia Swinty, Borough Clerk/Assistant Secretary.

Mr. Ford announced that Council was in Executive Session starting at 6:30 p.m. to discuss a legal/contractual matter.

***Citizens Comments on Agenda Items***

None

***Approval of Previous Minutes***

Ms. Jenzano made a motion, seconded by Ms. Hill to approve the minutes from the June 17, 2024, meeting. The motion passed with Mr. Florio and Mr. Ford abstaining as they both were not in attendance at the June 17, 2024 meeting.

***Payment of Bills***

Two additional bills were requested to be added to the list of bills being presented for payment: \$16.70 to PA Tolls and \$10,767.60 to A.J. Blosenski for the July trash contract payment. Mr. Ford inquired about the invoice for the inkless fingerprint machine payable to Witmer Public Safety Group in the amount \$1,023.75 and purchase of a vest for the Chief while he is out on workers compensation. He noted that the fingerprint machine was over \$1,000 and purchased without Council approval. After discussion relative to the expenses, Ms. Hill made a motion to approve the invoices presented for payment and Ms. Jenzano seconded the motion. The motion passed unanimously.

***Public Presentations***

Honey Brook Community Library – Rocky Avvento reviewed the current status of the Library extension project and reviewed the current and future operating expenses which will be close to doubling due to doubling the size of the library. He noted that there is an approximate \$100,000 shortfall due to the constructions cost increases between estimated costs to construct to actual construction (\$1.5 million grant; \$1.6 million construction cost). He reviewed the sources of income for the library and the donations from five municipalities. He requested Council consider increasing the annual donation in next year's budget to \$2.00 per capital. Colleen Barndt also reviewed funding and invited Council to see the progress on the building. Mr. Ford noted that for at least the last five years the Borough has been providing snow removal services

to the Library. Ms. Leisey, who noted she also serves on the Library Board, stated that the trustees work very hard and would appreciate future discussion if the Borough could provide additional funding.

Tiffany Yarnell – Ms. Yarnell noted that she is not a Honey Brook resident but had wanted to purchase a Hometown Hero banner to recognize her father who was in the US Army. She said he has lived in Honey Brook Township for 25 years and would like the Borough to consider opening the program to Township residents. Mr. Ford advised that they will look into opening it up to Township residents.

### ***Engineer's Report***

Ms. Deutschman noted that Agreements for the Post Office Paving, Fire House Lane Paving, and the CRP grant will all need signatures when the contracts are executed.

The monthly Engineer's Report was distributed to Council.

### ***Consideration to approve waivers and land development plan for 450 Pequea LLC (Honey Brook Hardware***

The proposed waivers and land development plan were reviewed for 450 Pequea LLC for the Honey Brook Hardware plan by Solicitor Venzie with comments from Ms. Deutschman and the applicant's representative.

Ms. Hill made a motion, seconded by Ms. Cooper to approve the waivers requested, as follows:

- a. Waiver from 22-302.2.B and 304 to allow preliminary/final review and approval process.
- b. Waiver from 22-403.C(1)(b) – Geologic Formations shall not be required to be shown on the Existing Site Features and Conservation Plan.
- c. Waiver from 22-403.C(2)(a) – Historic Resources shall not be required to be shown on the Existing Site Features and Conservation Plan.
- d. Waiver from 22-403.C(2)(d) – Dimensions of existing features on adjacent property shall not be required to be shown on the Existing Site Features and Conservation Plan.
- e. Waiver from 22-403.E(1) – Statement of public improvements and sequence of development shall not be required to be included on the Improvements Construction Plan.
- f. Waiver from 22-403.E(3)(a) – Stationing on storm sewers shall not be required on the Improvements Construction Plan.
- g. Waiver from 22-403.E(5) – Profile plan not required for stormwater and sanitary sewer lines.
- h. Waiver from 22-403.E(9)(d) – Cross section of each utility trench shall not be required.
- i. Waiver from 22-403.I – Assessment Reports not required.
- j. Waiver from 22-505.7.A – No additional right-of-way required.
- k. Waiver from 22-505.7.E – Master Plan for future subdivision not required.
- l. Waiver from 22-507.4 – No additional right-of-way required.
- m. Waiver from 22-516 – No Curbing required.
- n. Waiver from 22-517- No sidewalks required.
- o. Waiver from 22-518 – Existing Street Lights are deemed sufficient.

- p. Waiver from 22-520.1.D(2) – No foundation planting is required.
- q. Waiver from 22-520.3.D(3) – Existing individual tree information not required to be shown.
- r. Waiver from 22-520.3.D(4) – Location, name, and size of existing trees not required to be shown.

In addition, waivers from the following sections of the Borough's Stormwater Management Ordinance (Chapter 23 of the Borough Code):

- a. Waiver from 23-301.15, 23-301.23, 23-306.14 and 23-310.10. Loading ratio as established by DEP is not required to be met. Applicant's engineer explained why different calculations are justified and Borough Engineer has no objection.
- b. Waiver from Section 23-311.5F. Storm sewer pipes not required to have a minimum diameter of 18". Storm sewer pipes will have a minimum diameter of 12".
- c. Waiver from Section 23-311-5.AA. The words "Dump No Waste – Drains to Waterway" in raised letters of 1.25" with bass logo shall not be required to be cast into manhole cover but shall at a minimum be marked as storm sewer to prevent dumping.

The motion passed unanimously.

Ms. Jenzano made a motion, seconded by Ms. Hill, to grant preliminary/final land development approval for the 450 Pequea LLC land development plan for Honey Brook Hardware conditioned upon satisfaction of any outstanding comments as set forth in the Borough Engineer's two review letters both dated June 28, 2024, (Attachment A & B) as well as the following:

- 1) The Conditional Use Decision and Order dated May 6, 2024 shall be added to the Plan prior to recording;
- 2) Applicant shall obtain the necessary state and local approvals including any required PennDot Highway Occupancy Permits, and any PA DEP Sewer Planning Approval/Chester County Health Department approvals.
- 3) Submission of a completed Stormwater Best Management Practices and Conveyances Operation and Maintenance Agreement to be recorded with the Chester County Recorder of Deeds;
- 4) The Applicant shall reimburse Borough for all outstanding fees and charges incurred by the Borough in processing and consideration the land development application, including but not limited to legal, engineering and consultant review fees;
- 5) The Applicant shall comply with Borough's permitting and development requirements, including but not limited to, execution of required agreements and financial security where necessary, and permit applications; and

- 6) The proposed land development shall be consistent with the information and materials presented during the public meeting.

The motion passed unanimously.

### ***Solicitor's Report***

Consideration to authorize Solicitor to begin legal action on a contractual default - Ms. Hill made a motion, seconded by Ms. Cooper, to authorize the Borough Solicitor to begin legal action on a contractual default. The motion passed unanimously.

### ***Old Business***

None

### ***Communications/Secretary-Treasurer's Report***

The final DCED audit report was distributed to Council.

### ***President's Report***

President Ford stated that he received an eMail from Senator Muth regarding PennDOT's four-year and 10-year programs. He stated that Route 322 is not on the list through the Borough. He also noted that with regards to the annual Halloween Parade that the fire police will not be in charge. He noted for those events, the fire police work under the police. He also noted that he will not be in town on the proposed date of the parade. He stated it was questionable if there would be enough fire police to cover as many are now being paid. There was discussion regarding if someone who was helping block off the parade and detour route had to be certified which was affirmed. It was noted that perhaps the Lions Club would need to reimburse Fire Police for their participation or hire a third-party to provide the service. Ms. Jenzano will request that the Lions Club attend a meeting to discuss the coverage for the parade and detour route. It was also noted that all of the Borough's forms for parades, gatherings, etc., should include the requirement to provide a Certificate of Insurance naming Honey Brook Borough as an additional insured.

### ***Mayor's Report***

Mayor Halverson requested that the next agenda include the hiring of a part-time laborer noting he has an application for a potential employee who he highly recommends.

### ***Committee Reports***

Finance – Quarterly review meeting will be held in July.

Park & Recreation – The committee met and focused on pickleball. The Committee recommended a grand opening for the pickle ball courts which Council concurred. A concert will be held this Sunday. Ms. Jenzano reminded Council that Polly would be moving from the

Borough in September. Ms. Leisey noted for building cleaning, her brother-in-law may be interested.

Public Works – Mr. Ford noted that we have foxes in the park which will be addressed. He also noted that a load of salt from the 2023/2024 contract was ordered.

Code & Ordinance - no report

MS4 – no report

Personnel – no report

Police – No meeting in June; there will be a meeting in July

Trash – no report

COG – There was no meeting in May. The June meeting had a speaker who talked about safe playground installations. Mr. Florio stated that Oxford Borough and Parkesburg Borough are combining efforts for trash collection; the July COG meeting will focus on the trash issue.

Mr. Florio also noted that he is working with the Township and TelHai for the annual Veterans' Day program which is in the planning phase which includes naming a representative from the Borough. Ms. Cooper provided information on her father who was a Veteran and long-time resident of the Borough.

### ***New Business***

Ms. Jenzano reported that an inquiry came in about the purchase of a bench for the park came in from a family whose parents spent time in the Honey Brook area camping years ago. She advised that she felt it was not best for placement in the Borough Park.

### ***Public Presentations***

Sam Fish, Arch Street – Mr. Fisher inquired about fireworks as the July 4 holiday is coming up. It was noted that there was no where in the Borough where fireworks could be displayed.

Mr. Fisher also commented about an issue he observed at Honey Brook Express.

There being no further business, the meeting was properly adjourned at 9:04 p.m.

Janis A. Rambo, Borough Secretary