

**HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
JUNE 3, 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., Borough Engineer; Kim Venzie, Borough Solicitor; Officer Robert Klinger; and Tricia Swinty, Borough Clerk/Assistant Secretary.

President Ford noted that Council was in Executive Session prior to the meeting beginning at 6:15 p.m. with legal counsel relative to personnel.

Citizens Comments on Agenda Items

None

Public Presentations

None

Approval of Previous Minutes

Ms. Cooper made a motion, seconded by Ms. Wadlinger, to approve the minutes from the May 20, 2024, meeting noting that Ms. Swinty was not in attendance at that meeting. The motion passed unanimously.

Payment of Bills

Ms. Jenzano made a motion, seconded by Mr. Florio, to approve the list of bills presented for payment to include the final invoice to Keystone Sports Construction in the amount of \$42,272.23. The motion passed unanimously.

Engineer's Report

Ms. Deutschman reported that the Honey Brook Hardware Sewer Module was released as a letter from the NCCMA was received.

The Engineer's report was distributed to Council.

Paving Bid Award Considerations

Post Office – The post office bid was reviewed. Ms. Hill made a motion, seconded by Ms. Cooper, to award the Post Office Paving project to Construction Masters Services, LLC of Sinking Spring, PA, for the base scope of work at \$29,033.00 to include alternates for a total cost of \$36,599.00. The motion passed unanimously.

Fire House Lane – The bid tabulation for the Fire House Lane Paving project was reviewed. Ms. Cooper made a motion, seconded by Ms. Hill, to award the project to Charlestown Paving & Excavating, Inc., of Malvern, PA, for Alternate #2 (1.5” mill and overlay plus road widening) for a cost of \$30,078.32. The motion passed unanimously.

South Chestnut Street Rehabilitation Project – The bid tabulation was reviewed noting the bid was slightly more than \$100,000 over the grant funding amount. President Ford and Mayor Halvorsen reported on follow up discussions and information needed for Senator Muth to see if she could obtain funding for the project. Treasurer noted that there is over \$100,000 in capital reserve for “infrastructure” that could also be used to cover the overage. After additional discussion, Ms. Cooper made a motion, seconded by Ms. Wadlinger, to award the contract to Barasso Excavation, Inc., of Oley, PA, in the amount of \$349,502.00. The motion passed unanimously.

At this time, Ms. Deutschman departed the meeting.

Solicitor's Report

Ms. Venzie stated that the conditional use decision for 450 Pequea LLC/Honey Brook Hardware required that the applicant respond to the Borough that they accept the conditions in the decision and to date we have not received confirmation. Borough Secretary will reach out to the applicant.

Old Business

Discussion/approval to authorize lodging expense for Alyson Leisey for training course (July 31)
– Ms. Leisey noted that the course is to be held in Harrisburg and requested lodging for July 31. Ms. Cooper made a motion, seconded by Ms. Wadlinger, to approve lodging for Ms. Leisey for the *Municipal Management Employment Law Workshop* for the evening of July 31. The motion passed unanimously.

Communications/Secretary's Report

The actual versus budget comparison was distributed as well as the breakdown of police donation account activity for 2024 year to date.

President's Report

President Ford noted he would not attend the next meeting. He noted that he has one load of salt to purchase under the 2023/24 contract. President Ford also noted that the Lions Club wants to move the annual Halloween Parade to a week earlier than normal will conflict with Council's second meeting of the month as the high school band would not be available on their typical night. He also noted that road closure staffing by fire police may not be available. Ms. Jenzano suggested that we ask a representative from the Lions Club come to attend a Council meeting to

review options, etc. Ms. Swinty will reach out to the Lions Club about attending a Council meeting to discuss.

Mayor's Report

Nothing to report.

Committee Reports

Finance – Nothing additional to report

Parks & Recreation – The first concert of the year was well attended. The park is being mulched and spring maintenance continues.

Public Works – Nothing additional to report.

Code and Ordinance – Nothing to report; however, a property on Horseshoe Pike across from Honey Brook Manor to the west of Suplee Road has high grass. Ms. Swinty will advise Kraft Municipal Group.

MS4 – No report

Personnel – No report.

Police Committee – Committee met. Patrol rifles were received. One police vehicle had a radiator failure and has been fixed.

Trash – No report/update.

COG – There was no meeting in May.

New Business

Consideration regarding fuel fleet card increase in monthly usage limits – When the account was set up with Rhoads Energy, a limit of \$400 per card was placed. With fuel prices higher and having police cars out of service and therefore additional use of cars, we have gone over the monthly limit. It was suggested to raise the limit per card to \$600 monthly. Ms. Jenzano made a motion, seconded by Ms. Wadlinger, to raise the fleet fuel cards with Rhoads Energy to \$600 per card per month. The motion passed unanimously.

Consideration to authorize Tricia Swinty to be off July 7 – 13 – Ms. Cooper made a motion, seconded by Ms. Wadlinger, to permit Ms. Swinty to be out of the office on July 7 through July 13. The motion passed unanimously.

Personnel administrative investigation with possible disciplinary action – Mr. Florio made a motion, seconded by Ms. Hill, to issue a two-week suspension of Officer Robert Klinger for policy violations. The motion passed unanimously.

Other:

Mr. Florio stated that he reached out to Congresswoman Chrissy Houlihan regarding the funding of the NCCMA sewer improvement project and had a returned call from her office and inquired who he should forward the message to. It was recommended that he provide the information to the Authority's engineer, HRG Engineering.

Public Presentations - None

There being no further business, the meeting was properly adjourned.

Janis A. Rambo, Borough Secretary