

**JUNE 7, 2021**  
**FIRST MONTHLY MEETING**  
**HONEY BROOK BOROUGH COUNCIL**

The first monthly meeting of Honey Brook Council was held at Borough Hall and all members answered Roll Call except Ms. Curtis and Ms. Wunsch. Also participating in the meeting were Christopher Falencki, Borough Engineer; Borough Engineer; Kim Venzie, Borough Solicitor; Chief Calvin Wilson; Bill Ford, Public Works Superintendent; and Tricia Swinty, Borough Clerk.

Vice President Jeanne Jenzano called the meeting to order and announced that Council was in Executive Session prior to the meeting discussing a litigation item.

***Approval of Previous Minutes***

Ms. Matlock made a motion, seconded by Mr. Ott, to approve the minutes from the May 17, 2021, meeting. The motion passed unanimously.

***Payment of Bills***

Mr. Halvorsen made a motion, seconded by Mr. Florio, to approve the bills presented for payment. The motion passed unanimously.

***Public Presentations***

Don Tantela, 4670 Horseshoe Pike– Mr. Tantela and Ivan Stoltzfus were present to discuss the Railroad Avenue parking and the effects on the Thrift Shop. Mr. Tantela stated that he has owned the building for over 30 years and that years ago he paid for new curb and paving on Railroad Avenue and the diagonal parking. He also referenced a handicap spot that used to be marked. With the passing of the recent ordinance, and the parallel parking, two parking spaces have been lost. He stated that in a small town, two parking spaces is a lot. Mr. Ott stated that the Fire Company had brought their concerns to Council. When cars were parking in the diagonal spots, there were many instances that the fire trucks could not come down that street if the vehicles did not pull completely up near the curb or if it was an extended length vehicle. Mr. Stoltzfus noted that the police are ticketing for people parking illegally. Mr. Tantela inquired about reverting to the diagonal parking and designating it for compact car parking only. After further discussion, Council tabled any decision in order to do more research on the situation and options, if any.

***Engineer's Report***

The monthly Engineer's Report was distributed.

Grants – Mr. Falencki reported that the DCD CRP Maple Street Grant, PennDOT Multimodal Grant for Chestnut Street, and the DCD CRP Chestnut Street Grant are currently being signed.

DCD CRP Utility Grant – The grant contract has been signed.

Maple Street & Chestnut Street Project – Matt Garman was present. He advised that he recently purchased 748 Maple Street. He noted that there isn't much parking and he inquired if there would be an option to extend the apron to help with more parking. Mr. Garman reviewed options that he was considering to add additional off-street parking to help with the number of apartment units in his building. Question came up with regards to impervious surface. It was noted that a drawing would be beneficial to have in order to render any decision and to ensure that impervious surface conditions would be within the requirements.

Red Oak Court – The Honey Brook Borough Planning Commission reviewed the proposed additional parking and confirmed that a land development plan process would be required.

4028 Horseshoe Pike – Conditional Use Application by Mani D Corporation for a food stand, fast food restaurant, or restaurant with drive-through service was reviewed at the last Planning Commission meeting. This use is permitted by conditional use in the Mixed-Use Commercial District. Concerns were raised regarding whether there was sufficient space behind the existing building for the proposed driveway; what access there would be for delivery trucks to service the building; whether improvement to the existing sidewalk would be considered; and whether the two halves of the lot would have a physical separation.

Huyett Subdivision – The Planning Commission reviewed the sketch plan. The Planning Commission agreed that the proposed lots will comply with all sections of Chapter 27 of the Borough's Zoning Ordinance. A small part lies in Honey Brook Township's residential zone. It is the Planning Commission's understanding from the applicant that the Township will defer to the Borough. The applicants were advised that they would need to submit a land development plan.

CRP Grant Application Round Opening – Mr. Falencki stated that a new round for grant applications has opened with a deadline of July 15. The match would be 15%. Council discussed possible project applications and, after discussion, Council concurred to submit an application for road reconstruction on Chestnut Street to Male Street with sidewalk and storm pipe extension on the west side of Chestnut Street between Park Street and Firehouse Lane. Hearing for public comment will be advertised and be held at the June 21, 2021 meeting.

Additional Work through CRP Utility Grant – Question was raised if additional items could be added to the Water Loop Grant; Ms. Venzie's legal advice was that it could not.

### ***Old Business***

Council moved to Old Business to address an item prior to Mr. Falencki's departure.

Additional and final extension for stormwater management plan approval and building permit approval that expires June 15, 2021 for 310 Maple Street – The additional and final extension would expire on June 15, 2021. Communication from Joann Hopkins requesting an additional extension for the permit for 12 months. After review of Ms. Hopkins' information and the previous communication to the applicant advise that the current extension was the last extension, Mr. Halvorsen made a motion, seconded by Mr Ott, to not consider any additional extension for the stormwater management plan or the building permit. The motion passed unanimously.

At this time, Mr. Falencki departed the meeting.

***Solicitor's Report***

Nothing further to report.

***Communications/Secretary's Report***

Secretary reported that the DCED onsite audit was conducted and the auditors have drafted the DCED submission and are awaiting bank confirmations. An extension to file the audit with the County was received to June 30, 2021.

The Compliance Audit with the Chester County DCD was held virtually.

Application and required paperwork for the Recovery funds was completed and submitted.

***President's Report***

No report

***Mayor's Report***

No report

At this time, Mayor Mulhall departed the meeting.

***Committee Reports***

Finance – No report.

Park & Recreation – Ms. Jenzano reported that three concerts have been booked for this year.

Public Works – It was noted that there are issues with Comcast's lease; inquiry was made if we can shut them down. Ms. Venzie advised that she would review and see what notifications can be made of the Borough's concerns.

Code/Ordinance – No report.

MS4 – No report

Personnel – No report.

Police – No report.

Banner – The three new banners may have up this week. Efforts are still being made to contact the American Legion with regards to recommending a veteran for the banner that has been donated by September Farm. Mr. Florio noted that we should discuss if we want to extend the banner applications for other campaigns/operations.

COG –Ms. Matlock reported on the recent meeting. She noted that Tower Health did a similar presentation to the COG as they did to the Borough. Modena will be celebrating their 100<sup>th</sup> Anniversary on June 19.

Snow Emergency Parking Committee – No report.

### ***Old/Pending Business***

Consideration to adopt a Resolution terminating the Emergency Declaration as per Resolution 2020-05 and subsequent extensions to include the last extension by Resolution 2021-03 dated January 4, 2021 – Mr. Halvorsen made a motion, seconded by Mr. Ott, to adopt Resolution 2021-05 to terminate the provisions noted in Resolution 2020-05 and subsequent extensions effective June 8, 2021. The motion passed unanimously.

Consideration to set conditional use hearing for Mani D Corporation for 4028 Horseshoe Pike – Council concurred to set the hearing for June 21, 2021 at 6:15 p.m.

Discussion/Consideration regarding CCATO Resolution request recommending the PA General Assembly adopting legislation to permit the use of virtual meeting platforms for public meetings held by municipalities – Ms. Matlock made a motion, seconded by Mr. Ott, to adopt Resolution 2021-06, a Resolution recommending that the Pennsylvania General Assembly adopt legislation to permit the use of virtual meeting platforms for public meetings held by municipalities. The motion passed unanimously.

Trash Violation – It was noted that there is an ongoing issue with trash at the corner of Maple Street and 322 at the Northeast corner. It was noted that it is in the violation process.

### ***New Business***

Consideration to authorize purchase of laptop computer for administrative use– Quote was provided by Custom Computer for a Dell Precision 3440 laptop in the amount of \$1,329.90 to include software. Mr. Halvorsen made a motion, seconded by Mr. Ott, to authorize the purchase of the laptop and software in the amount of \$1,329.90 from Custom Computer. The motion passed unanimously.

Consideration to approve exoneration of unpaid real estate tax for mobile home in the amount of \$17.49 for parcel 1204\_0001650T – Mr. Halvorsen made a motion, seconded by Mr. Ott, to approve the exoneration requested by the Chester County Tax Claim Bureau for tax parcel 1204\_0001650T in the amount of \$14.49. The motion passed unanimously.

Other: The following additional items were brought up under New Business:

- Prior to the meeting, an eMail was received from Jessica Wunch regarding additional items that may be needed in the public meeting room to use with or to better utilize the recent purchase of the Conference Owl and the conference phone. Mr. Ott made a motion, seconded by Mr. Halvorsen, to explore additional equipment that may be needed and associated costs. The motion passed unanimously.

- Water Inspections – A memo was provided and distributed from the Honey Brook Borough authority requesting Council add an additional rule for two inspections. The Authority Board passed a motion on June 1, 2021, to request the Borough Council to allow the Borough’s Codes Enforcement Officer to inspect and report all Borough resident premises for illegal plumbing connections before their water meters. They recommend that the Borough’s Code Enforcement Officer not pass either inspection unless all plumbing fixtures have been removed before the water meter. It noted that this may require a form change.
- Mr. Ford distributed information from the Honey Brook Borough Authority regarding the proposed “Tank Shed Project”. The Authority is requesting if the Borough is interested in contributing to this project. Council noted their consensus that they are supportive of the concept of the project and contributing but cannot commit an amount until they have additional information or a monetary amount being requested.
- Trash – It was requested that there is follow up on trash at the former Turkey Hill location owned by Jim Ford.
- Chief Wilson noted that this year will be the 20<sup>th</sup> anniversary of “9/11”.
- Lawn waste collection will resume by Eagle Disposal.

***Public Presentations***

None

There being no further business, the meeting was properly adjourned at 9:50 p.m.

Janis A. Rambo, Borough Secretary