

**HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
MARCH 20, 2023**

The Second 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 except Ms. Florio and Ms. Matlock. Also in attendance were Chief Calvin Wilson; and Tricia Swinty, Assistant Secretary.

Citizens Comments on Agenda Items

None

Public Presentations

None

Approval of Previous Minutes

Ms. Jenzano made a motion, seconded by Mr. Florio, to approve the minutes of March 6, 2023, as presented. The motion passed unanimously.

Payment of Bills

Mr. Ott made a motion, seconded by Ms. Wadlinger, to approve the list of the bills to be paid as presented. The motion passed unanimously.

Communications/Secretary/Treasurer's Report

Communication was presented from the Honey Brook Community Library inviting Council to their "BBQ & Brew" fundraiser on April 14 at the Honey Brook American Legion.

President's Report

Mr. Ford reported that the 2023-24 salt order was placed through CoStars.

Mayor's Report

Mayor Halvorsen reported that he participated in a PSAB webinar on police supervision.

Monthly Reports

Treasurer's & Tax Collector's Report – The monthly Treasurer's Report for the month ending February 28, 2023 was presented along with the corresponding Balance Sheet. Earned Income Tax receipts through February was trending above budget and the first deposit of real estate tax was received earlier this month.

Police Report – The monthly police report was distributed. Chief Wilson noted that the Pennsylvania State Police handled 13 calls in the Borough. All officers were recertified under Act 180. The Police Department hosted a local Brownie troop and gave a tour of the station and police vehicles. A meeting was held with Honey Brook Township to review the police coverage that the Borough Police Department has been covering in the Township. Chief Wilson suggested that the Borough plan, if not this year but for next year’s budget, to install a generator should there be a power outage.

Public Works – Mr. Morgan reviewed the monthly report. It was noted that street sweeping will be on May 1.

Codes/Building/Zoning Officer’s Report – No report.

Planning Commission Report – none

Old/Pending Business

Consideration/discussion regarding Park tennis court project update – Ms. Jenzano stated that she had a meeting with Dr. Kirschner’s brother-in-law who is a tennis pro. It was noted that pickle ball is now quite popular and more places are either having dual pickle ball/tennis courts or moving to pickle ball courts. Three contractors were contacted: Banaman, Deluxe Surfacing, and Keystone Sports. One suggestion was to install four pickleball courts, keep the fencing with some repair needed, and decide about lighting. Scope would include milling up the macadam and adding a base. It was noted that Deluxe Surfacing and Keystone Sports are CoStars vendors. Mr. Ford noted that the tot lot will need replacing within the next five years which would also be costly. Mayor Halvorsen stated that he would like to see a long-range plan for the next 5 to 20 years for park/police/paving. After discussion of scope and the vendors’ proposed ideas and cost range, it was the consensus of Council to request Keystone Sports to provide a design.

Discussion/Consideration regarding Employee Manual – It was noted that there was an inconsistency with the draft relative to full-time police insurance coverage to what was recently adopted in February as an addendum to the current Employee Manual with regards to dependent coverage. The addendum recently adopted, consistent with Officer Klinger’s employment offer, included dependent coverage with the premium being paid by the Borough. It was also noted that the draft manual had the vesting under the Uniform Pension Plan at 10 years; our Plan is 5 years. Also, it noted a non-uniform pension plan. The Borough discontinued a non-uniform plan several years back; therefore, if there were a full-time non-uniform employee hired a new pension plan would need to be established. There was also discussion regarding non-uniform employees not being eligible for health insurance benefits until their probationary period has been completed; Mr. Ford felt that all employees should have the same benefit. It was also noted that the “Family and Medical Leave” should be renamed “Leave of Absence Policy”. The Jury Duty policy was also reviewed. In the draft, employees would not be paid for being called for jury duty and therefore would need to use personal or vacation time. The consensus of Council felt that the Jury Duty leave should be paid by the Borough. Revisions as discussed will be made and draft Manual re-issued for consideration.

Discussion regarding 310 Maple Street – Ms. Joanne Hopkins was present representing her daughter. It was noted that there was a meeting with her, Bill Ford, and Mayor Halvorsen. A request for a waiver to not install the detention basin was presented. Mayor Halvorsen was in favor of waiving the requirement for the basin. Ms. Jenzano inquired why the Borough Engineer was not at the meeting. Ms. Hopkins stated that if he attended, his expense would be applied to her escrow account. Ms. Hopkins noted that his reviews have not been consistent. Ms. Jenzano and Mr. Florio noted that they felt Mr. Falencki should be answering the concerns in the review letters and the reasoning for the third basin in the front yard. After discussion, Ms. Jenzano made a motion to grant a waiver from the October Review Letter Item #8 for the front yard detention/storm drain. Mr. Ott seconded the motion. The motion passed unanimously.

New Business

Consideration to release stormwater escrow for 390 Maple Street - Ms. Jenzano made a motion, seconded by Mr. Ott, to release the remaining \$835.00 in the 390 Maple Street stormwater escrow. The motion passed unanimously.

Other:

- It was noted that there are people parking in a swale in the 500 block of Water Street and then bringing debris onto the street.

Public Presentations

Michael Woods, 43 Horseshoe Pike – Mr. Woods advised that he recently received his real estate tax bill for the Borough and noticed a significant increase and from reading the minutes it appeared it seemed to be necessitated for the hiring of a full-time police officer. He also noted that this was his third tax increase in four years. Ms. Jenzano stated that it is extremely difficult to find part-time police officers and that over the last few years, less people are becoming police officers. She also noted that decades ago, taxes were never raised nor were improvements made. It was noted that relying on state police, unfortunately, can take a long time for them to be able to respond depending where they are in the County.

Mr. Florio stated that he requested that Council go into an executive session to discuss personnel and meeting decorum. There being no further business, the meeting was properly adjourned at 9:04 p.m. and noted that Council would be going into Executive Session and would not be reopening the meeting.

Janis A. Rambo, Borough Secretary