

**HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
MARCH 21, 2022**

The Second Monthly Meeting of Honey Brook Borough Council was called to order by Council President Jessica Curtis at 7:00 p.m. The meeting was held, Borough Hall. All members answered Roll Call with Ms. Matlock participating by conference call. Also in attendance were Joe Boulanger, Building/Code/Zoning Officer; Chief Calvin Wilson; Glen Morgan representing the public works department; and Tricia Swinty, Borough Clerk.

Citizen's Comments on Agenda Items

None

Public Presentations

Dr. Mary Ellen Pikulski, sublease of 2500 Conestoga Avenue, Suite 2 – Dr. Pikulski introduced her husband, Stan, who advised that they are new to the area. Dr. Pikulski has worked in a hospital setting for her career and is now setting up a clinical practice and subleasing space from Suite 2 at 2500 Conestoga Avenue. She will utilize one exam room and one office. No construction is being done to the space. The services are self pay. Mr. Boulanger stated that he has reviewed the situation and no additional permitting is required. It is two doctors who will be sharing a reception area. No internal modifications are being made to the suite.

Michael and Lois Woods, 4350 Horseshoe Pike – Mr. Woods asked if enforcement of speed could be focused on trucks speeding on Horseshoe Pike. Chief Wilson noted that the department does enforce the speed limits and that the department averages between 40-50 tickets per month. Chief noted that the time of day when the trucks tend to travel through the Borough at a higher rate of speed will be a focus of the department.

Approval of Previous Minutes

Mr. Ford made a motion, seconded by Mr. Florio, to approve the minutes of the March 7, 2022, meeting. The motion passed unanimously.

Payment of Bills

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

Communications/Secretary/Treasurer's Report

A letter was received from Ricky E. Miller regarding inspections at his property at 681 Water Street that has three apartments. As the letter was just received, it will be reviewed by Council and added to the next meeting agenda. Mr. Boulanger stated that he would also gather information from Mr. Bertolet who performed the original inspections.

President's Report

No report

Mayor's Report

No report

Monthly Reports

Treasurer & Tax Collector Report – The Treasurer's Report for the month ending February 2022 was distributed as well as the February 28, 2022, Balance Sheet. The Borough real estate tax bills were mailed during the month of February. Taxes collected in February were \$22,756.22; deposit to the Borough was \$21,578.47 which includes the invoice fee per tax bill being deducted from the revenues.

Public Works – Public Works report was distributed. Representative Hennessey was contacted regarding the condition of Route 10. Mr. Morgan noted that stump grinding is scheduled for March 22 for several trees on the Borough property and that the Military Banners should be going up soon.

Code & Ordinance – The monthly report was distributed to Council. Citations are being prepared for the two Grenda properties. An Executive Session was requested following the April 4, 2022, meeting regarding legal aspects of the citations. Mr. Boulanger also noted that the backyard of 885 is being cleaned up.

Planning Commission – No Report

Old Business

Discussion/consideration regarding ambulance update/funding – Ms. Curtis stated that she is waiting for an additional piece of information. Mr. Ford stated that the Borough has not received an actual audit report and has asked the Borough Secretary/Treasurer to provide the contact information of the Borough's auditor to pass on. He noted that the tax filing report that they provide is not an audit and recommended that no funding is provided until we receive the financials required.

Discussion/consideration regarding follow up meeting with Post Office regarding parking – Virtual meetings continue with the post office to discuss parking for the postal vehicles that must be kept on property. The intent is to keep four in the back row behind the post office building and three in front of the pavilion which may require widening. Another meeting is scheduled. It appears that they are working on securing parking for their employees with another property owner to lease extra parking spots.

Discussion/consideration regarding 40 Railroad Avenue permitted number of units – Based on the information provided, it was the consensus of Council that the property can have three units; the third unit needs to be registered with the Borough. Mr. Boulanger noted that the outside door would need to be replaced.

Discussion regarding Comcast installation/roll out status – Ms. Curtis noted that Comcast is still working on the project and hopes that installation will be complete in the fall.

Greenway Grant – It was the consensus of Council to reapply for the tennis court project and to authorize Mr. Falencki to resubmit the Borough's application and to add lights to the project specifications. Ms. Curtis advised that she would contact Mr. Falencki and to also ask him to include pictures with the grant submission which is due May 31.

New Business

Consideration to waive street opening permit inspection fee for 870 Maple Street – Mr. Ford asked that no action be taken by Council until it is determined the amount of time involved by the Borough on the project.

Discussion/consideration traffic light sequencing – Mr. Ford suggested that the traffic light be one way each for Route 322 east and west – similar to traffic movement going south and north on Route 10. Mrs. Rambo noted that it was at one time – she believes as part of the initial streetscape project – change to be a four way sequence but due to complaints of the back up at certain times of 322 traffic, the permit was revised to the current three way sequencing. It was also questioned by Mr. Ford if a traffic study would be required. Mrs. Rambo stated that she is certain to change the sequencing a revised traffic light permit is required. Mr. Ford will contact Mr. Falencki.

Honey Brook Partnership- Mr. Ford stated that he talked with Elizabeth Osborn regarding the meetings and it was noted that both Mr. Ford and Ms. Wadlinger have been added to the eMail meeting notices. Mr. Florio stated that he is also available.

Windows in the post office – It was discussed in the Public Works Committee Meeting prior to the Council meeting to purchase materials for the post office windows direct and to hire a contractor to finish the project for a savings. Ms. Curtis inquired if a contractor has been chosen; it was noted that it was Ted Ford Carpentry. Mr. Florio made a motion, seconded by Mr. Ott, to

add the post office window project to the agenda due to availability of material and prices changing. The motion passed unanimously. There was no public comment on the item being added to the agenda.

Ms. Jenzano made a motion, seconded by Mr. Florio, to approve the purchase of the windows directly from Viwinco and to have Ted Ford Carpentry wrap the windows following installation. The motion passed unanimously with Mr. Ford abstaining.

It was noted that Zook Molasses fuel pump was down for several days. Although this was a rare occurrence, it was agreed to look into another option for fuel. Mrs. Rambo stated that she is familiar with Rhoads Energy, who merged with Mack Services about two years ago, for fuel card options. This would allow fuel to be obtained from more vendors and that they file the annual tax report on behalf of the municipal client. Council concurred to looking into this program.

Chief Wilson also requested that the police department be provided with their own debit card. Bank will be contacted to see how we would acquire an additional card.

Public Presentations

None

There being no further business, meeting was adjourned at 8:27 p.m.

Janis A. Rambo, Borough Secretary