

**HONEY BROOK BOROUGH COUNCIL
FIRST MONTHLY MEETING
MARCH 6, 2023**

The First Monthly Meeting of Honey Brook Borough Council was called to order by Council President William Ford at 7:00 p.m. The meeting was held at Borough Hall and all members answered Roll Call except Ms. Matlock. Also in attendance were Kim Venzie, Borough Solicitor; Anderson Deutschman of McCarthy Engineering, Borough Engineer; Joe Boulanger of Kraft Services, Borough Zoning/Building/Code Official; Chief Calvin Wilson, who arrived during the Engineer Report; and Tricia Swinty, Assistant Secretary/Borough Clerk.

Public Hearing

A public hearing was opened by Solicitor Venzie to hear comments on a proposed ordinance of the Borough of Honey Brook amending and replacing the Borough of Honey Brook Stormwater Management Ordinance, which was adopted on April 7, 2014, as Ordinance No. 221-2014 and is codified in Chapter 23 of the Borough of Honey Brook Code, in order to adopt amendments required by the 2022 Chester County Model Act 167 Stormwater Management Ordinance.

Ms. Venzie reviewed the history of the requirement of this Ordinance amendment and presented the various exhibits noting proper posting and advertising of the proposed ordinance. It was noted that the most significant change from the current ordinance to the proposed is that stormwater projects between 250 and 500 square feet would require a small project/simplified plan and projects over 500 square feet would meet the requirement for a full stormwater plan review.

The hearing was closed at 7:11 p.m.

Citizens Comments on Agenda Items

None

Approval of Previous Minutes

Ms. Jenzano made a motion, seconded by Mr. Ott, to approve the minutes of February 21, 2023. The motion passed unanimously.

Payment of Bills

There was question regarding the invoice from Rachel Foraker for a police photo session. Treasurer noted that the invoice submitted by the Chief for a photo session requested that payment be taken out of the "donation account". Ms. Florio made a motion, seconded by Mr. Florio, to authorize payment of bills as presented. Mr. Ott questioned if the payment to Rachel

Foaraker needed to be confirmed with Chief Wilson; Ms. Jenzano felt it was a session with pictures of the officers, etc. The motion passed unanimously.

Public Presentations

None

Engineer's Report

The monthly Engineer's Report was distributed to Council.

310 Maple Street Stormwater Review – Ms. Deutschman reviewed the latest review letter for the 310 Maple Street stormwater plan review last revised and received on February 17, 2023. Ms. Joanne Hopkins was present for her daughter, Madeline J. Hopkins, who could not attend the meeting due to work. Ms. Hopkins expressed her concerns regarding having four review letters to date and the costs involved. Ms. Hopkins stated that they would like a waiver for installing the front basin. It was decided that a meeting is to be set with the applicant, the applicant and the Borough's engineers and representatives of Council.

MS4 – To date there has been no response from DEP on the resubmission.

934 Chestnut Street – Ms. Venzie is working on this item.

County TII 2023 Update – There are no updates to be added to the County's request. Mr. Ford stated that he was not getting anywhere with PennDOT to get 322 paved. There was discussion using ARPA money for storm pipes on 322; however, the Borough would still have responsibility in the future.

934 Chestnut Street – The property was posted; have not received a call back. It was noted that downspouts are not hooked into the pits and the driveway is not slanted the correct way. After discussion with Mr. Boulanger, Ms. Jenzano made a motion, seconded by Ms. Florio, to authorize the Building Official to issue a U&O if he is able to verify the downspouts are hooked into the pits and that the driveway issue would be waived. The motion passed unanimously.

Solicitor's Report

Consideration to adopt an ordinance amending and replacing the Borough of Honey Brook Stormwater Management Ordinance – Ms. Florio made a motion, seconded by Ms. Jenzano, to adopt Ordinance 261-2023, an ordinance amending and replacing the Borough of Honey Brook Stormwater Management Ordinance, as advertised. There was a question regarding if this applies to anything in the past; it was clarified that this was for all new submissions as of the date of adoption. The motion passed unanimously.

At this time, Ms. Deutschman departed.

Old Business

Consideration regarding transfer of funds from S&T Bank to M&T Bank to open general fund checking and savings account – Treasurer noted that although it was authorized at the last meeting to open a checking and savings account at M&T Bank, amounts to transfer from S&T were not authorized. At the recommendation of the Borough Treasurer, Mr. Ott made a motion, and seconded by Mr. Florio, to transfer \$500,000 from S&T Bank general fund checking account to M&T savings account and to transfer \$100,000 from S&T Bank general fund checking to M&T checking account. The motion passed unanimously.

Discussion/consideration regarding investment of funds from recently closed CD at S&T Bank – Treasurer noted that as authorized, the “capital reserve” CD that was to mature in late February was closed and all proceeds, \$462,528.68, was transferred into the general fund checking account at S&T Bank awaiting reinvestment or disposition. Ms. Florio noted that money had been previously authorized for improvements to the tennis courts and possible tennis court/pickle ball conversion. Mr. Ford stated his opposition to the project; Ms. Florio noted he was one vote and the project should be relooked at. Mayor Halvorsen said that some work could be done in-house. Ms. Jenzano expressed her concerns that the “construction site” could be a safety issue.

Discussion/consideration regarding hourly rate for Officer Robert Hertzog – Ms. Jenzano made a motion, seconded by Ms. Florio, to set Officer Hertzog’s hourly rate at \$23.50 per hour. The motion passed unanimously.

Discussion/consideration regarding updated Personnel Manual – It was noted that the Borough Solicitor reviewed and recommended a leave of absence policy. Mr. Florio stated that there are about two or three minor things that need to be addressed and those revisions will be made and another draft will be mailed out prior to the March 20 meeting for Council’s review and possible adoption at the next meeting.

Report on Municipal Employment Law 101 Program – Mr. Florio noted that the course he attended virtually was very good. He stated that copies of the handouts are being made for distribution. He also noted that the course was videotaped as well.

Communications/Secretary/Treasurer’s Report

Nothing additional to report.

President’s Report

Mr. Ford noted that “junk” is being cleaned out from the Annex.

Mayor’s Report

Nothing to report.

Committee Reports

Finance Committee – Finance Committee hold quarterly review meetings on April 19, July 19, and October 18.

Parks & Recreation – Ms. Jenzano reported that the Park and Rec Committee will be meeting with Public Works next week regarding spring work coordination.

Public Works – It was noted that salt purchase for the 2022/23 season to date did not meet the minimum and additional load may be obtained. The 2023/24 CoStars request needs to be submitted by March 15.

Code & Ordinance – No report

MS4 – No report.

Personnel – Personnel Manual discussed earlier in the meeting.

Police – Committee met on February 24. Equipment needed for the new officer. Ms. Wadlinger noted that she participated at Tredyffrin/Easton School District active shooter drill that was held for school staff. She suggested that we could offer that to the elementary school.

Trash – No report.

COG – No report.

Mr. Boulanger reported that the Vine Street property owner has been making movement on the property. He also inquired about an address for the Kropp building. Ms. Swinty advised that she would provide and it was noted that it would now have a Maple Street address.

New Business

Consideration for Honey Brook Food Pantry request for compost bin installation in the park – Ms. Jenzano reported that an Eagle Scout is looking to put a compost bin in the park near the raised beds as their project. The Food Pantry volunteers will be helping out with the project. The consensus of the Council was to allow the compost bin be placed in the park.

Public Presentations

None

There being no further business, the meeting was properly adjourned at 8:31 p.m.

Janis A. Rambo, Borough Secretary