

**HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
MAY 20, 2024**

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. Also in attendance were Christopher Falencki, P.E., Borough Engineer, and Tricia Swinty, Borough Clerk/Assistant Secretary

Citizens Comments on Agenda Items

None

Public Presentations

None

Approval of Previous Minutes

Ms. Leisey made a motion, seconded by Ms. Cooper, to approve the minutes from the May 6, 2024, meeting. The motion passed with Ms. Jenzano abstaining as she was not present at the May 6, 2024, meeting.

Payment of Bills

Treasurer requested two additional bills be added to the list of bills presented for payment: Crystal Lake Landscape Supply in the amount of \$166.25 and PA Turnpike in the amount of \$35.80 for tolls for Officer Klinger's training in May. It was noted that the invoice from Crystal Lake Landscape Supply was for playground safe cover and it is a new vendor who allowed credit terms. Ms. Cooper made a motion, seconded by Ms. Jenzano, to approve the bills as presented and to include the two additional invoices requested for payment. The motion passed unanimously.

Advertised Bid Results/Awards

Mr. Falencki reviewed three recent bid openings:

South Chestnut Street Project – Mr. Falencki reviewed the bid results for the South Chestnut Street Project which is a project through the County's Community Revitalization Program (Bid Tabulation attached as "Addendum A." It was noted that the project was over the grant award amount by \$109,000. Mayor Halvorsen stated that he had just had a meeting with Senator Muth and she is looking in to providing the Borough with funding for the difference and that she should be able to confirm the funding within 24 hours. Mr. Falencki stated another option to lower the award price is to take out the full milling and overlay. Mr. Ford stated that he would not recommend to do this.

Firehouse Lane Paving – Mr. Falencki reviewed the bid results (Bid Tabulation attached as ‘Addendum B.’)

Post Office Paving – Mr. Falencki reviewed the bid results (Bid Tabulation attached as “Addendum C.”)

After review and discussion of all three project bids, Ms. Hill made a motion, seconded by Ms. Jenzano, to accept all three projects’ bids for review. The motion passed unanimously.

Engineer’s Report

Consideration to authorize the signature and submission of the Honey Brook Hardware (450 Pequea LLC) Sewer Planning Exemption Mailer to DEP – Ms. Hill made a motion, seconded by Ms. Wadlinger, authorizing the Council President to sign the Sewer Planning Exemption Mailer to DEP for 450 Pequea LLC contingent that it is not released until we are in receipt of the Borough Authority and NCCMA letters. The motion passed unanimously.

Discussion/consideration relative to Pickle Ball Court final payment – Final invoice has not been received. It was noted that the courts were finished this afternoon.

At this time, Mr. Falencki departed the meeting.

Communications/Secretary’s Report

Secretary noted receipt of a letter from the Honey Brook Community Library thanking the Borough for their financial support and asked for contribution towards their capital campaign for their library expansion as well as consideration as the 2025 budget is prepared that an annual increase representing \$2.00 per resident be considered. It was noted that in addition to the annual monetary donation that the Borough has provided snow removal services for the library for many years. Ms. Cooper suggested that prior to this year’s plowing that we request a Certificate of Insurance be requested holding the Borough harmless and as an additional insured.

President’s Report

President Ford noted that the CCSWA provided recommended language be included in any bid proposals and stated that the Borough should be looking to put the bid out for trash collection in the near future.

Mayor’s Report

Mayor Halvorsen noted that he met with Katie Muth and that she stated that she would look to help the Borough with funding of projects.

Monthly Reports

Treasurer's & Tax Collector's Report – Treasurer's Report for the month ending April 30, 2024, was distributed noting that the Capital Reserve bank statement was not received so the report did not include April's interest. A copy of the missing statement will be obtained from S&T.

Police Report – The monthly reported was distributed to Council. Ms. Jenzano inquired if Officer Klinger, in the Chief's absence, was no longer attending to review the report. Mayor stated that he would talk to Officer Klinger about attending.

Codes/Building/Zoning Officer's Report – Monthly report was submitted and distributed to Council.

Public Works Report – Monthly report was distributed. Mr. Ford noted that street sweeping was completed in April and that he is obtaining prices for painting of crosswalks.

Planning Commission Report – Minutes of the last two Planning Commission meetings were distributed to Council.

Old Business

Ratification of contracts for 2024 concert series – Ms. Hill made a motion, seconded by Ms. Wadlinger, to ratify the contracts for the 2024 concert series:

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|--------------|-------------------------|------------|
| June 2 | The Keystone Breakers | \$1,200.00 |
| July 7 | The Tommy Froelich Band | \$1,000.00 |
| August 4 | All Purpose Band | \$ 750.00 |
| September 15 | Neo Trio Band | \$ 900.00 |

The motion passed unanimously.

New Business - None

Public Presentations - None

There being no further business, the meeting was properly adjourned at 8:12 p.m. noting that Council would be entering an Executive Session to discuss a personnel issue and that the meeting would not be reopened.

Janis A. Rambo, Borough Secretary