

NOVEMBER 16, 2020
SECOND MONTHLY MEETING
HONEY BROOK BOROUGH COUNCIL

The second monthly meeting of Honey Brook Council was held at Borough Hall with an option for audio line. All members answered Roll Call except Councilman Florio with Councilwoman Whichard, Councilwoman Matlock and Mayor Mulhall participating via conference line. Also, present at the meeting were Trisha Swinty, Borough Clerk and Bill Ford, Public Works Superintendent.

Approval of Previous Minutes

Mr. Halvorsen made a motion, seconded by Mr. Ott, to approve the minutes from the November 2, 2020, meeting. The motion passed unanimously.

Payment of Bills

Ms. Whichard made a motion, seconded by Mr. Halvorsen, to approve the payment of bills as presented. The motion passed unanimously.

Public Presentations

Andrew Casey was present from Eagle Disposal. He proposed that Eagle would provide toters for Borough residents. The Borough advised that income to pay the trash contract came from the sale of bags; without that income the Borough would need to look at adopting a trash fee or a tax increase to cover the costs of trash removal. It was noted that the Borough was still under contract terms for 2021 and had approved the two, one-year extensions.

Communications/Secretary-Treasurer's Report

Solicitor – A letter was received from Buckley Brion McGuire & Morris, LLP advising of their 2021 rates for 2021.

Reuben Schonebaum – A letter was received and read from Dr. Schonebaum requesting Council consider the placement of a menorah at Borough Hall.

President's Report

No report.

Mayor's Report

No report.

Committee Reports

Finance – proposed budget to be discussed later in the agenda.

Park & Recreation – Ms. Jenzano reported that the Committee had met to discuss the annual tree lighting and noted that everything would be done outside; Santa will arrive on the fire truck; basket will be available for letters to Santa; and refreshments would be placed in individual bags.

Public Works – Ms. Ford said that the monthly report, that typically would have been distributed at the first meeting of the month, was placed in Council's mailboxes between meetings.

MS4 – As previously reported, the calculations were resubmitted to DEP. The Honey Brook Partnership proposed a contest to "Name the Brook" for an unnamed tributary. This could potentially be used for MS4 credit.

Personnel – James Rock's background and reference check has come back favorably.

Police – The Police Committee met in October. The Policy Manual is being reviewed and updated. The annual Toy Drive started today and will run through December 18, 2020. New drop off locations include the Honey Brook Elementary School and September Farm.

Banner – Two applications have been received for Spring to date.

COG – Ms. Matlock distributed a written report of the October 28, 2020, COG meeting. She noted that she was voted in as Vice President of the COG. They are still looking for volunteers to serve on the Humane Committee.

Old/Pending Business

Emergency Resolution – Mr. Halvorsen made a motion, seconded by Mr. Ott, to adopt Resolution 2020-17 to extend the State of Emergency as declared and ratified by Honey Brook Resolution 2020-05 to January 5, 2021. The motion passed unanimously.

Consideration to hire Parks Laborer – Ms. Jenzano made a motion, seconded by Mr. Halvorsen, to hire James Rock at the rate of \$15.00 per hour as a part-time parks laborer. The motion passed unanimously.

Rail Road Avenue Parking – Mr. Ford recommended the removal of the diagonal parking places on Rail Road Avenue. He noted that the Fire Company had provided a letter requesting the removal of the diagonal spaces due to the fire trucks turning down Rail Road Avenue. It was noted that there would be a loss of two spaces to go from diagonal parking spaces to parallel. The consensus of Council was to authorize the Solicitor to draft an ordinance amendment. Mr. Ford will contact Ms. Venzie to provide information needed for the draft amendment. Ms. Jenzano stated that she will contact Steeple to People to advise them of the potential change.

Planning Commission Vacancy – A letter of interest was received from Steven Kern of 428 Park Road. Mr. Halvorsen made a motion, seconded by Mr. Ott, to appoint Steven Kern to the Planning Commission to fill the vacant seat to expire on December 31, 2022.

Consideration to transfer funds to reserves – After review of the Balance Sheet, Mr. Halvorsen made a motion, seconded by Mr. Ott, to transfer \$100,000 to the Money Market Reserve fund

earmarking \$20,000 for police capital and \$80,000 to general allocation. The motion passed unanimously.

New Business

Garland – Mr. Ott reported that former Councilman Mimm had contacted him if the Borough was going to put wreaths or garlands on the light poles as discussed in previous years. After discussion, Mr. Ott made a motion, seconded by Ms. Jenzano, to authorize the expenditure of up to \$150 to purchase outdoor red and silver garland and place on the surrounding poles at the Route 10 and 322 intersection. The motion passed unanimously.

Conference Phone – Ms. Matlock asked if a conference line/speaker phone could be researched.

Website – Ms. Swinty advised that a little bit of work remains on the website design before it goes live. It was noted that additional support hours, to include training, through PSAB would be \$165.00.

2021 Budget

Mr. Halvorsen made a motion, seconded by Ms. Jenzano, to authorize the public inspection notice for the 2021 Budget. The motion passed unanimously

Public Presentations

None

There being no further business, the meeting was properly adjourned at 8:11 p.m.

Janis A. Rambo
Borough Secretary