

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

The Second Monthly Meeting of Honey Brook Borough Council was called to order by Council Vice President Jeanne Jenzano at 7:00 p.m. The meeting was held, Borough Hall. All members answered Roll Call except Jessica (Curtis) Florio, Rich Florio and Mayor Maria Downey. Also in attendance were Tricia Swinty, Borough Clerk; and Chief Wilson.

Citizen's Comments on Agenda Items

None

Public Presentations

Honey Brook Community Library – Representative from the Library was present to thank Borough Council for their monetary donation as well as the ongoing in kind donation of plowing their parking lot when needed. She also advised that the plans to expand the library are ongoing and that they received a grant from DCED for \$1.14 million to pay for the expansion.

Approval of Previous Minutes

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

Payment of Bills

Chief Wilson asked Council to also consider approval for \$500 payable to the Commonwealth of Pennsylvania for additional training for Officer Klinger.

Mr. Ford made a motion, seconded by Mr. Ott, to approve the payment of the bills as present as well as the additional payment to Commonwealth of Pennsylvania for \$500. The motion passed unanimously.

Communications/Secretary/Treasurer's Report

A fee schedule and Agreement was presented from Gawthrop Greenwood for zoning hearing board solicitor services. It was noted that the hourly rates remain the same in 2023. Mr. Ford made a motion, seconded by Mr. Ott, to approve the services agreement with Gawthrop Greenwood and to authorize the Borough Secretary to sign and return. The motion passed unanimously.

President's Report

No report

Mayor's Report

No report

Monthly Reports

Treasurer & Tax Collector Report – The Treasurer's Report for the month ending October 31, 2022, was distributed. It was noted that the County has sent reminders to taxpayers who have not paid their 2022 real estate taxes to date.

Police Report – The monthly police report was distributed. Chief Wilson noted that he attended the most recent meeting with Twin Valley School District relative to safety. He noted that the help with the Lions Club's annual Halloween parade continues to be less each year which causes safety concerns as people try to get through streets that are closed off to avoid the detour route. He also discussed the Department's involvement in *Operation Safe Stop* where an officer is on the school bus on the morning and afternoon trips as well as on another occasion a officer follows the bus on their route to observe safety issues with cars not knowing when they must stop.

Code & Ordinance – The monthly report was distributed to Council. Mr. Boulanger reviewed the report. He noted that the Bark Avenue building permit was issued today. Mr. Boulanger also review a property in violation of the property maintenance code again and received concurrence that the Notice of Violation process needs to begin.

Public Works – Public Works report was distributed. It was reported that Honey Brook Township placed their grader to block Horseshoe Pike and Suplee Road during the Halloween Parade. The Post Office project is complete.

Planning Commission – Planning Commission reviewed the proposed Stormwater Ordinance amendment.

Old Business

Update on Street Light near Presbyterian Church – Mr. Ford noted that he has been in communication with PP&L regarding adding a light to an existing pole near the Presbyterian Church crosswalk. A definite date for installation is not know.

Annual Borough Tree Lighting – Ms. Jenzano noted that the tree lighting would be on Sunday, December 4. She noted the last two years, Borough Hall was not open for children to get their picture taken with Santa. Council concurred to open Borough Hall this year following the tree lighting for children to come in and get their picture with Santa.

Consideration to move/invest \$250,000 – Secretary/Treasurer recommended that approximately \$250,000 be transferred from the general fund checking account due to the high balance at year end, especially in an account that does not make any interest. Council tabled to get rates from other financial institutions for short-term investments.

New Business

Consideration to provide letter of support for Honey Brook Borough Authority's grant application – Letter of support was requested for the Borough Authority's PA Small Water and Sewer grant application for backup generators and retrofitting of wells for connection at the Maple Street Pumping Station and Well Field and the Route 10 Pump Station. Mr. Ford made a motion, seconded by Ms. Matlock, to authorize the draft letter of support be signed and forwarded to the Borough Authority.

2023 Budget – The draft 2023 budget was provided to Council, with a comparison of the last three budgets. It was noted that the budget provides for a real estate tax increase to 3.9 mills. A copy of a draft ordinance for the tax increase was provided as well as a copy of the Public Notice for budget inspection. All items will be on the first meeting of December's agenda for Council to take action on to advertise.

Other

- Ms. Swinty noted that the updated website went live today.
- Mr. Ford requested that for the next meeting an agenda item be added regarding streamlining communication with the Borough Solicitor. He also felt that Council should consider issuing RFPs for professional services next year.
- Chief Wilson noted that he, Mayor Downey, and Ms. Florio met with the law firm preparing/revising the Police Policy Manual. He also brought up about a drive that was put in at Spruce and Park Street. He also noted that signs that were put in for "Bark Avenue" on Conestoga Avenue going into the shopping center is an issue and there was discussion regarding traffic in and out and how it blocks traffic.

Public Presentations/Comments

None

There being no further business, the meeting was properly adjourned at 8:13 p.m.

Janis A. Rambo, Borough Secretary