

**HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
SEPTEMBER 19, 2022**

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

Citizen's Comments on Agenda Items

None

Public Presentations

Patricia Walker, 432 Water Street – Ms. Walker requested adding “stop” signs to Maple Street at Water Street to make it a four-way stop. She presented a petition of 37 signatures in support of the four-way stop. She noted this is a bus stop area with many children getting on at this intersection and has concerns for the 17 students who catch the bus from this intersection. Mr. Ott suggested adding “Bus Stop Ahead” signs. Mr. Ford noted that although a traffic study would be warranted that he did not believe it would qualify as Maple Street is a truck route.

Dwayne Norman, Postmaster – Mr. Norman inquired if the post office could place a “pod” that would take up one parking space to help handle the pallet deliveries that are anticipated during the upcoming holiday season. He stated that last year, there were 35 million packages through the Honey Brook post office. He anticipates 40-50 million this year. Three pallets is their capacity. Starting around mid-November, they will start to receive 12-13 pallets a day. The majority would need to be in the drive around the post office and he researched of bringing in a pod and place it where the dumpster currently is. Pod would either be an 8x8 or 8x12 during the period of November 15 to December 25. Ms. Venzie noted that it would need to be negotiated due to the contract for parking spaces and that the Borough would look into it. Mr. Norman also noted that three additional postal vehicles are to be arriving in the near future.

Approval of Previous Minutes

Mr. Florio made a motion, seconded by Ms. Matlock, to approve the minutes of the September 6, 2022, meeting. The motion passed unanimously.

Payment of Bills

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

Communications/Secretary/Treasurer's Report

Although Ms. Jenzano could not be in attendance this evening, she had forwarded a message to the Borough Secretary to be read at this evening's meeting noting her thanks to the Borough police department, Mary Beth Wadlinger, Rich Florio, and Chandler Matlock for helping to set up and take down the booth at Harmony Day and volunteering their time to man the booth. She noted that it is a great community relations for the police department.

President's Report

No report

Mayor's Report

Mayor Downey requested an executive session following the public meeting. She also thanked the Police Department for keeping the Borough safe during Harmony Day.

Monthly Reports

Treasurer & Tax Collector Report – The Treasurer's Report will be distributed at the next meeting as she had just returned from vacation and would be working on the bank statements during the week. The 2022 ARPA funds were directly deposited on September 9, 2022.

Police Report – The monthly police report was distributed. Chief Wilson noted that he met with Mr. Gerber who is reviewing and assisting in the Police Manual. It is anticipated that the draft would be ready shortly and could be in front of Council as soon as a meeting in October for their adoption.

Code & Ordinance – The monthly report was distributed to Council. Mr. Boulanger was not able to attend this evening's meeting.

Public Works – Public Works report was distributed. It was noted that the new windows are in at the post office. Prices have been obtained for a new F550. New Holland Ford will have a two-day window between November 7 and 9 to place orders for earliest delivery in 2023 or possibly 2024. Estimate for chassis and bed would be \$100,000. Item will be on the next agenda for approval to have an order placed by New Holland Ford/Auto Group.

Planning Commission – No report as the Commission did not meet.

Old Business

Discussion/consideration to approve revised MMO for 2023 – Ms. Rambo advised that following the last meeting, an updated MMO calculation sheet was received from PMRS which will increase the minimal obligation over \$1,000. Ms. Matlock made a motion, seconded by Mr.

Ford, to approve the revised 2022 Uniform Pension MMO for 2023. The motion passed unanimously.

New Business

Requirement for all food vendors to obtain temporary license for Borough events – Ms. Swinty advised that a representative from the Health Department came in to review food vendors for Harmony Day and reviewed their requirements for special events. Although Harmony Day is not a Borough-sponsored event but rather the Honey Brook Partnership, it was suggested adding that food vendors must comply with the Chester County Health Department regulations relative to obtaining the proper event certificates on any information.

Investigate conservatorship process for two Grenda properties – Solicitor Venzie reviewed the possibility of working with a developer for a possible conservatorship process for the two properties currently owned by the late Shirley Grenda. The consensus of Council was to have the Solicitor proceed to investigate.

Red Oak Court parking area – Pictures were distributed of the overflow parking area for Red Oak Court noting that the parking area had been expanded. Documentation from earlier this year was also distributed whereby the HOA was advised that they would need to go through land development process to expand their process which could also include stormwater management. Council noted that the code officer should investigate and confirm the extent of what has been added and take action, if necessary, to issue the any notices of violation.

Public Presentations/Comments

None

There being no further business, meeting was adjourned at 8:15 p.m. noting that Council was going to go into Executive Session regarding personnel and would not be reopening the meeting.

Janis A. Rambo, Borough Secretary