

**HONEY BROOK BOROUGH COUNCIL
FIRST MONTHLY MEETING
SEPTEMBER 7, 2021**

The First Monthly Meeting of Honey Brook Borough Council was called to order by Council President Jessica Curtis at 7:00 p.m. All members answered Roll Call except Christopher Ott and Matthew Boswell. Also in attendance were Kim Venzie, Borough Solicitor; Christopher Falencki, Borough Engineer; Bill Ford, Public Works Superintendent; Chief Calvin Wilson; Joe Boulanger, Borough Codes and Zoning Officer; and Tricia Swinty, Borough Clerk.

Approval of Previous Minutes

Ms. Wunsch made a motion, seconded by Mr. Florio to approve the minutes of the August 16, 2021 meeting. The motion passed unanimously.

Payment of Bills

Ms. Matlock made a motion, seconded by Mr. Florio to approve the payment of the bills with the exception of the payment to Blue Moon Florist. The motion passed unanimously.

Citizen's Comments on Agenda Items

Kevin Gore, 965 Maple Street – Mr. Gore stated he has noticed on past agenda items that there is concern to repeal the International Property Maintenance Code which the Borough has adopted for Rental Inspections. Mr. Gore asked that the IPMC not be repealed because it is in the Borough's best interest for the safety of Borough residents.

Public Presentations

Sandy Kenig, 35 Waynebrook Drive – Ms. Kenig stated her concern over denial of a permit to add a 6' deck to the back of her house which has an existing 5' x14' concrete slab. Mr. Boulanger stated that since her house has a street in front and a street at the rear the house is considered to have two frontages according to the Zoning Ordinance, and cannot encroach 16' from the right of way. Mr. Boulanger stated he checked the plans in the Borough Office and they are not officially signed, he needs to look at a signed copy of the plans. Ms. Wunsch stated that the Waynebrook HOA may have signed plans and will look into this for Ms. Kenig. Ms. Venzie informed Ms. Kenig that if after examination of the plans it is found that there is an encroachment, Ms. Kenig will need to ask for a variance from the Zoning Hearing Board.

Kevin Gore, 965 Maple Street – Mr. Gore stated that in July Comcast contractors caused property damage to his tree and sidewalk. He stated he emailed the Comcast contractor, Tim Roberts, in July who said he sent his foreman to look at it and it will be taken care of by seeding and strawing the lawn. Mr. Gore stated his concern is the potential deterioration of the sidewalk

and the tree, which he has an arborist looking at due to a large gauge in the tree. Mr. Ford said there are a few scratches on the surface of the sidewalk. Ms. Curtis has picture of the damages sent to her by Mr. Gore and she will forward them to Ms. Venzie who will look into the matter.

Don Tantala, 4670 Horseshoe Pike – Mr. Tantala introduced Mr. Gregory Newell, Engineer, to represent him regarding the ownership of the parking spaces located on Railroad Avenue. Mr. Newell stated he wants documentation that the spaces belong to Mr. Tantala. Ms. Venzie stated that documentation needs to be presented that Mr. Tantala owns the spaces. Mr. Newell provided plans dated 9/25/1991 showing the property lines. Mr. Falencki looked at the plans and stated the right of way needs to be measured to show the property lines. Mr. Newell stated the measurements will be completed.

Engineer's Report

Mr. Falencki submitted a Memorandum on September 7, 2021, recommending to pay Flyway Excavating, Inc., Payment #1 in accordance with the Contractor's Application for work completed from 5/3/2021 to 8/31/2021 on Chestnut and Maple Streets in the amount of \$117,935.40. Mr. Florio made a motion, seconded by Ms. Wunsch, that based on the Engineer's recommendation, Flyway Excavating Payment Application #1 in the amount of \$117,935.40 be approved. The motion passed unanimously.

Mr. Falencki also requested payment of \$104,533.25 for Payment Application #1 submitted by Barrasso Excavating, Inc. for the DCD CRP Utility Grant. Ms. Jenzano made a motion, seconded by Mr. Florio, based on the Borough Engineer's recommendation to approve Barrasso Excavating, Inc. Payment Application #1 under the DCD CRP Utility Grant in the amount of \$104,533.25. The motion passed unanimously.

Mr. Falencki stated that Mr. Garman installed partial stone driveway removed trees at 748 Maple Street. Mr. Boulanger stated that no permits were submitted for this; Ms. Venzie stated she never received any plans which Mr. Garman said he would provide. Mr. Ford said he will talk to Mr. Garman and also get Mr. Boulanger in touch with Mr. Garman.

Mr. Falencki stated there is a problem being looked into at 404 Water Street due to rain and the sidewalk work being completed on Maple Street. Borough Council will be updated once Mr. Falencki has more details.

Mr. Boulanger has been trying to contact the contractor for 914 Spruce Street regarding the curb installed at the top of the driveway. Some modifications need to be done to the curb.

Solicitor's Report

Ms. Venzie stated the modifications that will be made to Ordinance 20-106 regarding requirements for dumpsters and requested permission to advertise for Borough Council adoption.

Ms. Jenzano made a motion, seconded by Ms. Wunsch, to authorize the Borough Solicitor to proceed to draft and advertise. The motion passed unanimously.

Ms. Venzie suggested that Ordinance 10-201 be revised by adding in the part that was previously removed regarding the Property Maintenance Code allowing Municipality to remove grass and lien property. Chapter 25 addressed the allowable height for trees over sidewalks and streets.

Old Business

Ms. Curtis advised Council that two Letters of Interest were received for the vacancy on Council. Based on information provided in the letters, Ms. Jenzano made a motion, seconded by Mr. Florio, to appoint Ms. Mary Beth Wadlinger to fill the vacant seat on Council to the unexpired term to expire on December 31, 2023. The motion passed unanimously. Ms. Swinty said she will inform Ms. Rambo to send a letter to the appointee.

Communications/Secretary/Treasurer's Report – No Report

President's Report – No Report

Mayor's Report – No Report

Committee Reports

Finance Committee – All Departments were provided information for 2022 budget requests.

Parks & Recreation – Ms. Jenzano said the first concert in the park was well attended, the next concert is September 12.

Public Works – Mr. Ford informed Council that there is a water leak in the new garage, it will be repaired once the park concerts are done. The water fountain will also be removed at that time.

Code & Ordinance – No Report

MS4 – No Report

Personnel – No Report

Police – Ms. Jenzano stated that a meeting was held to discuss the difficulty in hiring police personnel, which is happening throughout many municipalities in the County. It is being considered to hire a part-time officer and then converting to full-time after 6 months.

Banner – Mr. Florio stated that five banners have been received. Mr. Ford has contacted Tel Hai who will place the banners on Horseshoe Pike.

COG – No Report

New Business

Borough Clerk time off request for October 4-8 - Ms. Matlock made a motion, seconded by Mr. Florio, to approve the Borough Clerk's time off request for October 4-8. The motion passed unanimously.

Consideration to approve Glen Morgan for pesticide certification - Ms. Jenzano made a motion, seconded by Ms. Matlock, to approve Glen Morgan for pesticide certification. The motion passed unanimously.

Consideration to accept 2022 MMO for Police Pension Fund - Ms. Jenzano made a motion, seconded by Ms. Matlock, to accept the 2022 Police Pension Fund MMO. The motion passed unanimously.

Consideration to approve Mass Gathering Permit for Lions Club Halloween Parade on October 25, 2021 – Request is tabled for approval of Borough Insurance Company to confirm that the Fire Police are insured. Ms. Venzie said she will contact Mr. Hall. Also, permit is not completed, and will be returned to Mr. Mimm to complete and resubmit.

Public Presentations – None.

There being no further business, meeting was adjourned at 8:30.

An Executive Session was held after the regular meeting to discuss legal issues and was adjourned at 8:45 p.m.

Janis A. Rambo, Borough Secretary

From notes taken and subscribed by Tricia Swinty, Borough Clerk