

SEPTEMBER 8, 2020
FIRST MONTHLY MEETING
HONEY BROOK BOROUGH COUNCIL

The first monthly meeting of Honey Brook Council was held at Borough Hall with an option for audio line. All members answered Roll Call with Ms. Whichard, Mr. Ott, and Mayor Mulhall participating via conference line. Also, present at the meeting were Christopher Falencki, Borough Engineer; Kimberly Venzie, Borough Solicitor; Bill Ford Public Works Superintendent; Chief Calvin Wilson; and Tricia Swinty, Borough Clerk.

Junior Council Member Oath of Office

Matthew Boswell was administered the Oath of Office of Junior Councilperson by Janis Rambo, Notary Public.

Public Hearing

A public hearing was held to hear comments regarding amending the Borough's Code of Ordinances at Chapter 15, Section 15-210 to clarify play street designations; at Chapter 15, Section 15-311 to clarify trailer and truck parking prohibitions; at Chapter 15, Sections 312 and 313 to increase parking fines; at Chapter 20, Section 20-112 to amend Waste Collection Service Provisions for clarification purposes; and at Chapter 21, Section 21-301 to clarify sledding being prohibited on sidewalks and streets.

Ms. Venzie opened the hearing and noted that the proposed ordinance was a housekeeping of several ordinances. She noted exhibits for the ordinance to include the Proof of Publication that it was advertised in the *Daily Local News*, a copy of the notice and ordinance sent to the *Daily Local News* and a copy sent to the Chester County Law Library.

The floor was opened for comment. Bill Ford inquired why the parking on Railroad Avenue as not included. Ms. Venzie noted that it was discussed at a recent meeting but that neither the Ordinance Committee nor Borough Council gave a directive to include. She also noted that an ordinance involving parking restrictions would be a separate ordinance and not included in such a housekeeping amendment.

There being no comments, the hearing was closed at 7:08 p.m.

Public Presentations

Shirley Grenda, property owner of 4211 & 4250 Horseshoe Pike – Ms. Grenda participated by conference call. She noted that she was speaking without representation and began to speak about a voice mail that she had received. Ms. Venzie recommended that Ms. Grenda talk with her attorney about the concerns and issues he wished to discuss and not proceed at this time.

Approval of Previous Minutes

Mr. Halvorsen made a motion, seconded by Mr. Florio to approve the minutes from the August 17, 2020, meeting. The motion passed unanimously.

Payment of Bills

Mr. Halvorsen made a motion, seconded by Ms. Jenzano, to approve the bills presented for payment. The motion passed unanimously.

Engineering Report

Mr. Falencki provided the monthly Engineering Report that is on file at the Borough Office. Mr. Falencki reviewed the following from the report:

MS4 – Mr. Falencki reported that he a meeting with Honey Brook Township on September 25, 2020.

Maple & Chestnut Street Projects – Mr. Falencki stated that design work continues and that the projects will be put out for bid shortly.

DCED Tennis Court Grant Application – Three additional letters of support were received from surrounding municipalities which were forwarded to DCED.

914 Spruce Street – Mr. Falencki reported that stormwater plan revisions were received today.

934 Chestnut Street – Mr. Falencki reported that he conducted a final stormwater inspection. He noted this was a first and final inspection and included a report in Council's meeting packet. He noted that two roof downspouts are directed away from the infiltration trench which must be corrected. He also noted that per Construction Note #2 on the plan, the Borough Engineer was to be notified of construction start so that the infiltration trench could have been inspected and verified. He was not notified and therefore did not inspect nor confirm the proper installation. It was also noted professional review fees for the stormwater plan are still outstanding.

SALDO/Building Permits – Mr. Falencki advised that he met with the Planning Commission and recommended permit language which addresses requirements for a single home that would not be required to go through land development. He also suggested that expansion projects also be considered to be included with a potential amendment. Information will be reviewed for possible ordinance consideration.

Shenberger – Still in 18-month maintenance period which will soon be expiring which will require an inspection and discussion regarding the swale condition.

At this time, Mr. Falencki departed the meeting.

Solicitor's Report

Ms. Venzie stated that she and Chief will be meeting to review the *Police Manual* revisions.

The proposed ordinance amendment was presented for consideration by Council. Mr. Ott made a motion, seconded by Mr. Florio, to adopt Ordinance 252, an ordinance amending the Borough's Code of Ordinances at Chapter 15, Section 15-210 to clarify play street designations; at Chapter 15, Section 15-311 to clarify trailer and truck parking prohibitions; at Chapter 15, Sections 312 and 313 to

increase parking fines; at Chapter 20, Section 20-112 to amend Waste Collection Service Provisions for clarification purposes; and at Chapter 21, Section 21-301 to clarify sledding being prohibited on sidewalks and streets. The motion passed unanimously.

Communications/Secretary's Report

A letter was distributed from the Chester County of Community Development advising that the Borough has been awarded a grant in the amount of \$139,975 for the North Chestnut Street Curb, Sidewalk, and Road Rehabilitation Project under the 2020 Community Revitalization Program.

It was noted that an eMail from Mark Erickson of 19 Nevin Drive was received at 8:15 am on this date and was forwarded to Council.

President's Report

Ms. Curtis welcomed Junior Councilperson Matthew Boswell.

Mayor's Report

Mayor Mulhall provided a COVID19 update.

Department Reports

Treasurer's Report – Treasurer distributed the P&L year to date and the Balance Sheet as of this evening.

Real estate taxes collected in August was \$871.91.

Police Chief's Report – Chief Wilson reported that during the month of June there were 39 traffic citations issued; 3 non-traffic citations; and 5 criminal arrests. Chief Wilson noted that the Durango has been in and out of the shop.

Public Works' Director Report – Mr. Ford provided a written report to Council. He noted that the trash bags have been received and bags are currently available for sale at Borough Hall, Eby's, and Honey Brook Express. The Turkey Hill in the Borough is currently not selling the bags and Honey Brook Hardware has not requested a delivery.

Code/Zoning/Building Official's Report – The building permits issued year to date report was distributed.

PC Meeting – Mr. Mulhall stated that Mr. Falencki covered the recommendations of the Planning Commission for new single homes under his report.

COG – Ms. Matlock reviewed the COG meeting of August 26, 2020 and issued a written report. She noted that volunteers for the Humane Subcommittee has been requested and forwarding any equipment that can be shared. There will be a "Meet the Candidates" event on September 16 at the Honey Brook Library at 7:00 p.m. A potential speaker for an upcoming COG meeting is on 5G and its impact to the community.

Mr. Florio stated that his work schedule will conflict with the Wednesday COG meetings. Ms. Matlock stated that she is available to attend the meetings on behalf of the Borough.

Mr. Ford noted that any equipment sharing, such as the backhoe, should include an operator.

322 Task Force – no activity

Committee Reports

Finance – Next quarterly meeting is scheduled for October 7.

Park & Recreation – The pavilion has been painted.

Public Works – Line painting has been completed. A load of salt will be delivered before the end of October.

Code & Ordinance – No report

MS4 – No update.

Police – No report.

Banner – One additional application has been received.

Personnel – The Committee has interviewed three firms to date and will be interviewing two additional firms this Friday.

Old/Pending Business

Consideration to Extend Provisions of Emergency Declaration Extension Resolution – It was noted that Resolution 2020-12 that adopted procedures and policies for conducting of public meetings during State of Emergency expires as of tomorrow.

After discussion, Ms. Matlock made a motion, seconded by Ms. Whichard, to adopt Resolution 2020-14, a Resolution to extend the State of Emergency and the provisions to October 6, 2020. The motion passed unanimously.

Consideration regarding Anthony Campbell's notice of resignation – Mr. Halvorsen made a motion, seconded by Ms. Jenzano, to accept Mr. Campbell's resignation as the Borough's Code/Zoning/Building Official effective October 1, 2020. The motion passed unanimously.

Discussion regarding Post Office Lease – Ms. Venzie gave a report that the Post Office will not negotiate with the Borough directly as in the past and that they require use of a third party firm. Mr. Halvorsen stated that their fee should be recovered within the first year's lease payments and not spread throughout the five years. Ms. Venzie stated she would also like to include her fees to recover as well as this has not been as easy in the years before. Issues to be addressed is the cleaning and upkeep of the post office and parking. She will continue to communicate with the Council President, Vice President and Secretary/Treasurer on this process.

New Business

Consideration of 2021 Police Pension MMO – The 2021 Police Pension MMO was presented. Ms. Jenzano made a motion, seconded by Mr. Ott, to accept the 2021 Police Pension MMO. The motion passed unanimously.

Mrs. Rambo noted that the Borough received a 0 Distress Level for the police pension plan. She attributed this to Council's decision to add additional funds in 2018.

Discussion regarding police car replacement – Chief Wilson reported on the 2021 Durango and production availability. He noted that the 2021 Durango will be pursuit rated and the estimated cost is \$35,000. If Council would place an order at this time, delivery is expected at the beginning of February. He stated that the Durango would be lettered and include a cage. Ms. Jenzano made a motion, seconded by Mr. Florio, to authorize Chief Wilson to order the police replacement vehicle. The motion passed unanimously.

Public Presentations

None

There being no further business, the meeting was properly adjourned at 8:24 p.m.

Janis A. Rambo
Borough Secretary