

# HONEY BROOK BOROUGH COUNCIL AGENDA

January 4, 2021

*Roberts Rules Simplified to be followed*

- Call to Order/Roll Call
- 2021 Organization
  - Establishment of Meeting Dates for 2021
    - Borough Council
      - July 5 – legal holiday for Independence Day (7/4)
      - September 6 – legal holiday for Labor Day (9/6)
      - (reminder, 1/18 & 2/15 are Federal Holidays)
    - Committee Meetings – please confirm mtg dates with Secretary by next meeting for public advertisement
  - Designation of Bank Depository (S&T Bank)
  - Designation of Public Notices (Daily Local News)
  - Commission/Board Appointments:
    - Planning Commission – Jessica (Whichard) Wunsch - four-year term expired 12/31/2020
    - Planning Commission – alternate seat remains vacant (expires 12/31/2021)
    - Northwestern Chester County Municipal Authority – four-year term (William H. Ford III)
    - Honey Brook Borough Authority – four-year term (Edward Max)
  - Board Appointment by Resolution – Zoning Hearing Board (Christopher Beiler's seat expired 12/31/20 – 3-year seat – Resolution 2021-01)
  - 2021 Emergency Services Resolution (Resolution 2020-02)
  - Appointment of Borough Auditor (Kimmel Lorah & Associates) & upon appointment authorization for Borough Secretary/Treasurer to sign Engagement Letter when received
- Approval of Previous Minutes – December 21, 2020
- Payment of Bills
  - Ratification of year end 2020 bills
  - Approval of bills (2021)
- Public Presentations
- Engineer's Report
  - Monthly Report
  - Consideration to release Honey Brook Community Church's 18 month maintenance security
- Solicitor's Report
- Communications/Secretary's Report

- President's Report
- Mayor's Report
- Monthly Reports
  - Treasurer's Report
  - Tax Collector's Report
  - Police Chief's Report
  - Public Works Reports
  - Planning Commission
  - Code/Zoning/Building Officer
- Old/Pending Business
  - Consideration to extend Emergency Declaration Resolution (Resolution 2021-03)
  - Consideration regarding meeting platform going forward (virtual/in person)
- New Business
  - Authorization for attendance at annual PSATS Conference, April 18-21, 2021 at Hershey Lodge (registration fee paid for 3 in 2020; conference canceled – registration fee credited to Borough)
  - Adoption of 2021 Fee Schedule (Resolution 2021-04)
- Public Presentations
- Adjournment