

**HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
OCTOBER 16, 2023**

The Second Monthly Meeting of Honey Brook Borough Council was called to order by Vice President of Council Jeanne Jenzano at 7:00 p.m. The meeting was held at Borough Hall. All members answered Roll Call except Mr. Ford and Mayor Halvorsen. Also in attendance were Christopher Falencki, P.E., Borough Engineer and Tricia Swinty, Assistant Secretary/Borough Clerk.

Citizen's Comments on Agenda Items

None

Approval of Previous Minutes

Mr. Ott made a motion, seconded by Mr. Florio, to approve the minutes of the October 2, 2023, meeting. The motion passed unanimously.

Payment of Bills

Treasurer requested invoices be added for consideration: Independence Blue Cross for \$2,416.40; Honey Brook Hardware - \$34.97; and PA Turnpike - \$5.00.

Ms. Matlock made a motion, seconded by Mr. Florio, to approve the payment of the bills presented for payment and to include the three additional invoices requested to be added to the list. The motion passed unanimously.

Public Presentations

Steven Kern, Fire Chief, along with the Deputy Chief and Treasurer were present as requested at the last meeting to review the Borough's annual donation to the Fire Police. Mr. Kern stated that they have not withheld purchase of anything that the Fire Police need but they do have a procedure for voting on expenditures at their monthly meetings which are open to the public. He mentioned that he knew of an instance when Mr. Ford purchased something on his own credit card and then had to wait until the meeting for his reimbursement to be approved but noted that is their policy of approving bills and expenditures. It was asked if Mr. Ford routinely attends the monthly meetings. Mr. Kern stated that he does not. Council concurred that they did not see any issues. Mr. Ott made a motion, seconded by Ms. Matlock to release the annual donation to Honey Brook Fire Company and Honey Brook Fire Police. The motion passed unanimously.

Secretary's Report/Communication

Secretary noted that notification was received from Liberty Mutual that they would not be renewing the Borough's liability insurance in 2024. Our agent has been notified, who was also copied on the notice, to ensure they are actively pursuing coverage.

Communication was received from the United States Postal Service for "Exercise of Renewal Option". The notice states that the Postal Service hereby exercise its option to renew the current lease for 5 years from 8/1/2025 to 7/31/2030.

President's Report

Not present

Mayor's Report

Not present

Monthly Reports

Treasurer & Tax Collector Report – The month ending September 30, 2023 Treasurer's Report was distributed to Council.

Police Report – The monthly police report was eMailed to Council prior to the meeting.

Code & Ordinance – The monthly report was distributed to Council.

Public Works – Public Works report was distributed.

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

Old Business

Pickle Ball Court Update – It was noted that the paving slips were received and the amounts checked out. Mr. Falencki recommended the contractor mill 3 sides approximately four –feet wide; repair patches; then pave level to surface. There will be another flood test in the spring. Mr. Florio made a motion, seconded by Mr. Ott, to accept the Engineer's recommendation. The motion passed unanimously.

Collection of Property Tax Agreement with Chester County Treasurer's Office – Ms. Rambo noted that the sample paperwork was received today; however, clarification is required as it appears there is an assumption that the Borough has an elected tax collector who deputized the County; however, the appointment of the County is due to the elected tax collector position being vacant. Clarification of how to complete the Agreement and Resolution has been requested from the Treasurer's Office which is advising that paperwork must be returned by November 1. Mr.

Ott made a motion, seconded by Ms. Matlock, to authorize the Council President to execute the Agreement and sign the Resolution when clarification is received for the proper wording on the Resolution whereby there is no elected tax collector to deputize the County. The motion passed unanimously.

New Business

Discussion/consideration regarding grant submission under the LSA Grant Program for generator for buildings and multiband portable radios for the Fire Company, Fire Police, and Police Department – Mr. Falencki reviewed the two grant applications proposed under the LSA grant program which will require a \$100 application fee for each submission. There is no match required. It was reviewed that each project will be submitted separately. Ms. Matlock made a motion, seconded by Mr. Ott, to adopt Resolution 2023-10, a resolution authorizing the submission of an LSA grant application for radios for emergency responders in the amount up to \$75,000. The motion passed unanimously. Mr. Ott further moved, seconded by Ms. Matlock, to adopt Resolution 2023-11, a resolution authorizing the submission of a LSA grant application for generators for Borough Hall, Annex, and Maintenance Garage for an amount up to \$250,000. The motion passed unanimously.

At this time, Mr. Falencki departed the meeting.

Consideration to share cost of musical group for the Veterans' Presentation on November 5 at TelHai and cost of plaques for Honey Brook Borough Honorees – Ms. Jenzano reviewed the upcoming program at Tel Hai honoring Honey Brook Veterans. Mr. Florio noted that he has not had a return call from the one Borough honoree or a family members to provide his information. Mr. Ott made a motion, seconded by Ms. Leisey, to approve the Borough contributed one-third of the cost for the entertainment at the Veterans' Program and reimbursement for the plaques for the Borough honorees at an approximate cost of \$250.00. The motion passed unanimously.

Consideration regarding resignation of Christopher Ott – Mr. Florio made a motion, seconded by Ms. Wadlinger, to defer the resignation of Christopher Ott to the next meeting. The motion passed with Mr. Ott abstaining. Council recognized and thanked Mr. Ott for his service on Council.

Public Presentations/Comments

None

There being no further business, meeting was properly adjourned.

Janis A. Rambo, Borough Secretary