

**HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
NOVEMBER 20, 2023**

The Second Monthly Meeting of Honey Brook Borough Council was called to order by Council President Bill Ford at 7:00 p.m. The meeting was held at Borough Hall and all members answered Roll Call. Also in attendance were Tricia Swinty, Borough Clerk/Assistant Secretary and Officer Robert Klinger, Jr.

Citizens Comments on Agenda Items

None

Public Presentations

None

Approval of Previous Minutes

Ms. Matlock made a motion, seconded by Mr. Florio, to approve the minutes from the November 6, 2023 meeting. The motion passed unanimously.

Payment of Bills

It was noted that the invoice for Keystone Sports was the second draw which was due upon mobilization. Ms. Matlock made a motion, seconded by Ms. Wadlinger, to approve the list of bills as presented. The motion passed unanimously.

Communications/Secretary's Report

None

President's Report

None

Mayor's Report

None

Monthly Reports

Treasurer's & Tax Collector's Report – Treasurer's Report for the month ending October 31, 2023, was distributed.

Police Report – The monthly report was distributed to Council and reviewed.

Codes/Building/Zoning Officer's Report – Monthly report was submitted and distributed to Council.

Public Works Report – Monthly report was distributed.

Planning Commission Report – No meeting was held in October.

Old/Pending Business

Discussion relative to letters of interest received for vacant Council seat and consideration to adopt a Resolution appointing an elector of Honey Brook Borough to fill the unexpired term of Christopher Ott as a member of Honey Brook Borough Council - It was noted that two letters of interest had been received; one person, however, has not resided in the Borough for a year. Natalie “Dawn” Hill of 409 Cahill Circle was present and discussed with Council her interest in serving on Council.

Mr. Florio made a motion, seconded by Ms. Jenzano, to appoint by Resolution 2023-13 Dawn Hill to fill the vacant Council seat. The motion passed unanimously.

At this time, Mayor Halvorsen administered the Oath of Office and Ms. Hill took her seat at the Council table.

Consideration to hire Dennis Patterson as a seasonal part-time Public Works Laborer for snow removal – It was noted that Mr. Patterson submitted an employment application and paperwork. Ms. Matlock made a motion, seconded by Ms. Wadlinger, to hire Dennis Patterson as a seasonal part-time Public Works Laborer at an hourly rate of \$19.00. The motion passed unanimously.

Consideration to lower starting bid for F550 truck on MuniBid – Mr. Ford noted that there is nine days remaining for the truck before bids closed; however, at the present time there are no bidders. He did note that there are two other trucks whose bid time will expire in the next day or two. After discussion of possible “bidding tactics”, it was the consensus of Council to let the minimum bid where it was originally posted.

New Business

Discussion relative to 2024 Budget – The 2024 Budget was present to Council from the Finance Committee. It was noted that there is no real estate tax increase proposed in the budget. Authorization to advertise the budget for public inspection will be requested at the next meeting.

Consideration to approve contract for dumpster with AJ Blosenski – Mr. Ford stated that a proposal was obtained from AJ Blosenski to include a lock. The monthly rate for the dumpster is \$108.65 plus a one-time charge for the lock. Ms. Jenzano made a motion to approve the proposal from AJ Blosenski for a locked dumpster at a monthly rate of \$108.65. Ms. Matlock seconded the motion. The motion passed unanimously.

Consideration to accept proposal to cut trees and stump grinding by Martin Tree Service – Mr. Ford reviewed a proposal to cut two trees and one stump removal on Borough property. Ms. Jenzano made a motion, seconded by Ms. Matlock, to approve Martin Tree Service’s proposal to

remove two trees at a cost of \$2,400.00 and to grind one stump at a cost of \$200.00. The motion passed unanimously.

Other –

- Trash Bag Vendors - Mr. Ford reviewed the cost of the trash bags for the vendors who sell them noting that they outlay the funds for the bags before they sell them. With an assumed cost increase due to the trash contract, Mr. Ford suggested that the Borough provide the bags and that the vendors can pay for them before their next requested delivery. Council concurred with the change in billing policy.
- LSA Grants – It was noted that both grant applications have been submitted.

Public Presentations

None

There being no further business, the meeting was properly adjourned at 7:44 p.m.

Janis A. Rambo, Borough Secretary