

SEPTEMBER 6, 2011 FIRST MONTHLY MEETING

Honey Brook Borough Council held their first monthly meeting at Borough Hall and all members answered Roll Call except Mr. Super. Also in attendance were John Primus, Borough Manager, and Gary Moskovitz, Borough Solicitor.

Mayor Appointment

Mr. White nominated Michael Shuler as Mayor. The nomination was seconded by Mr. Ford. There being no further nominations, Michael Shuler was appointed as Mayor of Honey Brook Borough by Resolution 2011-06 as adopted on a motion by Mr. White and seconded by Mr. Ford. The Resolution was unanimously adopted.

Mrs. Nixdorf made a motion, seconded by Ms. Jenzano, to accept Mr. Shuler's resignation as a member of Borough Council. The motion passed unanimously.

Mr. Shuler was given the Oath of Office by Janis Rambo, Notary Public. Following the administration of the Oath of Office, Mr. Shuler left the meeting to attend the Honey Brook Borough Authority's monthly meeting.

Council Reorganization

Mr. White made a motion, seconded by Mr. Ford, to appoint Elizabeth Nixdorf as Council President. The motion passed unanimously.

Mr. Zirkel made a motion, seconded by Mr. White, to adopted Resolution 2011-07 declaring a Vacancy on Borough Council as the result of Mr. Shuler resigning to accept the position of Mayor. The Resolution was unanimously adopted.

Public Presentations

Marc Richard – Mr. Richard advised that he was following up on his request in August requesting consideration to continue paving Arch Street to the end of the known right of way. Solicitor Moskovitz reported that the search with the County shows that the Borough never took possession of the "unknown right of way". With regards to the paving of unpaved area, Council directed the Borough Manager to look into paving opportunities. Ted Ford recommended looking at having the entire 'dead end' portion of the road paved. Quotes will be obtained both ways.

Executive Session

At 7:15 p.m., Council adjourned into an Executive Session to meet with employees of the Borough. The Public Meeting was reopened at 7:55 p.m.

Approval of Previous Minutes

Mr. Zirkel made a motion, seconded by Mr. Ford, to adopt the minutes of the August 15, 2011, meeting as presented. The motion passed unanimously.

Payment of Bills

Mr. Ford made a motion, seconded by Mr. Zirkel, to approve the payment of bills as presented. The motion passed unanimously.

Solicitor's Report

Property Maintenance Ordinance – Mr. Moskovitz recommended deleting the 14-day requirement for compliance and replacing the wording with “reasonable time”. Mr. Moskovitz will proceed to advertise.

Zoning Ordinance – Currently the zoning ordinance prohibits the erection of a deck for a townhome footprint which encompasses an entire lot. Solicitor recommended adding wording to permit a deck, patio, etc. to be added up to 10’ in a common area. Change will be properly advertised for adoption.

Tolling Agreement – Proposed Tolling Agreement, with regards to the Barkman Lawsuit, has been properly reviewed by the Solicitor and Special Council and, as approved by Council on August 15, 2011, can be signed. It was noted that the end date is September 13, 2011. Mr. Moskovitz provided Mrs. Nixdorf with the consent form to be signed.

Ford's Service Station – Letter was sent to Mr. Ford last week as directed by Council.

Engineer's Report

Safe Water Grant (Stormwater Phase III) – Mr. Falencki recommended release of additional paving retainage in the amount of \$1,572.00. Mr. Ford made a motion, seconded by Mr. White, to release the retainage for the additional paving in the amount of \$1,572.00 to JOAO & Bradley Construction Company. The motion passed unanimously.

Streetscapes Design Proposal – Proposal was submitted for Council's review.

Traffic Light – Meeting to be held on September 7 with regards to the inconsistent phasing issue.

Manager's Report

Act 167 Meeting – Mr. Primus attended the recent County meeting. He further confirmed that the Borough's current ordinance is stricter than the County's requirement with the exception of sump pumps which is an issue that the Borough is currently addressing.

Community Board – Proposal was received for a new cork board and track in the amount of \$695.00. Mr. Ford inquired if the sand priming and painting of the wood trim could be done in house which may lower the cost. Mr. Primus did not believe it was the entire board that is being painted. Mr. Primus will have the quote broken down. .

Comp Plan – Mr. Primus reported that the Borough’s current Comp Plan is dated 1993 which is the joint plan with Honey Brook Township. Brandywine Conservancy was contacted for a quote to redo the Comp Plan.

Revitalization Plan – Action Plan that was approved in 2009 was not reprinted and adopted with the Revitalization Plan. Mr. Primus advised that he will contact Urban Research, who did the original Revitalization Plan, to inquire about the purchase of the disc with the 2003 Plan which can be updated with the 2009 Action Plan and formally adopted and reprinted.

Trash Contract – Mr. Primus discussed possible options for the upcoming trash collection bid including an annual trash fee versus the bag system. Council discussed several options including the trash fee, current bag system, or a sticker system. Council also looked at mandatory recycling.

Public Works

Garage – Mr. Primus reported that the contractor is scheduled to start next week. Council discussed options for parking of the dump truck and backhoe during construction. Mr. Frame will be contacted requesting permission to park equipment at the Waynebrook’s south parking lot. Another possibility discussed was the Fire House.

Retaining Wall – Garage committee will meet on Monday, September 12, at 6:30 p.m.

Zoning Officer/Code Report

Monthly report was distributed.

Secretary’s Report /Communications

There was one Right to Know requested received in August.

Finance

DNB Finance Agreement – Act 72 – Mr. Primus reported that the interest rate at DNB is being lowered to be in compliance with Act 72. Proposal has been received from Susquehanna Bank. Borough Solicitor will review finance agreement along with input from the Borough Auditor.

Budgets – Mr. White advised that budget requests for 2012 will be needed. Budget calendar to be issued.

Mr. White reviewed the Profit and Loss.

The Tax Collector's monthly report was distributed.

New Business

PA Back Up – We are currently paying \$90 month. HBBA is now using a new company for their back up at a cost of less than \$50 a year. Mr. Primus continues to investigate if we are in a one-year agreement with PA Back Up.

At 9:28 p.m. Mayor Shuler rejoined the meeting.

Old Business

Code Enforcement Payment for Additional Hours - It is anticipated that Mr. Weaver would require an additional 9 – 10 hours per month for codes administration.

Halverson Agreement – Sump pump agreement has been signed.

Zoning Ordinance District Review – Currently being reviewed.

Electrical Upgrades – One proposal has been received for electrical upgrades to the pavillion.

Executive Session

At 9:47 p.m., Council adjourned to an Executive Session for the purpose of discussing personnel issues.

Council came out of Executive Session at 11:15 p.m. and announced that they had discussed various issues regarding the Police Chief's contract.

There being no further business, the meeting was properly adjourned.

Janis A. Rambo, Borough Secretary