

## **JANUARY 16, 2012 SECOND MONTHLY MEETING**

The second monthly meeting of Honey Brook Borough Council was held at Borough Hall and all members answered Roll Call.

### ***Public Presentations***

Barry Messner provided the fire company year-end report.

Matt Perini addressed Council regarding traffic and parking issues on Park Street. He said it is hard for him to pull into his driveway with cars parked on the street. The street is 20 feet wide. Council concurred to look into the issue.

### ***Approval of Previous Minutes***

Mr. Ford made a motion, seconded by Mr. Landis, to approve the minutes of the January 3, 2012, Reorganization Meeting. The motion was unanimously approved. Mr. Ford made a motion, seconded by Ms. Jenzano, to approve the minutes from the January 3, 2012, Regular Monthly Meeting with one word correction. The motion was unanimously approved.

### ***Payment of Bills***

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

In the absence of the Treasurer, Mr. Ford reviewed the Finance Committee's meeting with representatives from DNB First. Due to changes in the banking industry with regards to municipal accounts and to avoid fees, the general fund checking account will be changed to DNB's "Free Business 1,000 Account" which allows up to 1,000 transactions; however, the account does not accrue interest. Excess funds which were currently in the General Fund checking account will be moved into a money market account, as well as the State Fund, which is interest bearing. As required, funds will be transferred into the checking account.

### ***Secretary's Report/Communications***

Letter was distributed from the Chester County Solid Waste Authority which outlined contributions to community organizations. In addition, the CCSWA sent a \$5,000 to the Borough. Ms. Jenzano asked Council to consider earmarking this donation to the Police Department. Chief Ely has provided several items which were not in the budget that these additional funds could be applied to: ballistic vests, community day, digital camera, laptop for the second office, purchase of a patrol bicycle, and portable radio/GPS. Mr. Zirkel made a motion, seconded by Ms. Jenzano to accept the donation from CCSWA and to designate the funds to the Police Department.

Ms. Jenzano also reported that the Police Department received a \$200 donation from the Coatesville Scrap Iron.

Letter from Weiser Engineering was distributed thanking Borough Council for the reappointment.

### ***Committee Assignments***

President Nixdorf made the following committee assignments:

- Finance & Personnel – Ted Ford & Duane Landis
- Park & Recreation – Jeanne Jenzano & Libby Nixdorf
- Police – Mike Shuler, Jeanne Jenzano & Jason Edonick
- Public Works – Charles Zirkel & Bill Ford
- Ordinance Committee – Marc Richard & Chuck Zirkel
- Emergency Management – John Carter, Maria Downey & Mike Shuler
- Vacancy Board – Jim Bree, Chair

### ***Resignation of Emergency Management Coordinator***

### ***Appointment of Emergency Management Coordinator & Deputy EMC***

An eMail was received from Maria Downey resigning as Emergency Management Coordinator. Ms. Jenzano made a motion, seconded by Mr. Zirkel, to accept Dr. Downey's resignation. The motion passed unanimously.

Mr. Ford made a motion, seconded by Ms. Jenzano, to appoint Jonathan Carter as Emergency Management Coordinator. The motion passed unanimously.

Mr. Zirkel made a motion, seconded by Ms. Jenzano, to appoint Maria Downey as Deputy Emergency Management Coordinator. The motion passed unanimously.

It was noted that Dr. Downey turned over the county-provided laptop to Mr. Carter.

### ***Committee Reports***

Park & Recreation – Ms. Jenzano reported that three concerts are under contract for the summer concert series. She is awaiting another estimate for the pavilion electric upgrade. She is looking into a poster, similar to what the Fire Company issues, with all of the 2012 events. Ms. Jenzano also reported that Dr. Frankel is still exploring possibilities for funding for the Skateboard Park.

Maintenance Garage – Mr. Zirkel stated that some holes inside of the gable need to be addressed. There is some regarding that is needed by the Park, but Council agreed that it should wait until spring.

Police – Ms. Jenzano reported that the Chief is only using the Zook’s gas cards. It was asked if we still need the Turkey Hill gas cards. After discussion, it was agreed to keep the Turkey Hill cards, as long as there is no fees associated with the account, in case of emergency.

***President’s Report***

Nothing to report.

***Mayor’s Report***

Nothing to report.

***Old Business***

Borough eMail – Council discussed the status of everyone’s eMail account.

Solid Waste Contract – Mr. Richard stated that he does not believe that residents are aware of changes in the new contract with regards to Christmas tree pick up and the monthly bulk item collection. Council agreed to work on getting communication out to the residents.

Code Inspection Contract – Mrs. Nixdorf stated that she would follow up with the Solicitor.

Arch Street – Bill Ford advised that he met with the surveyor and they reviewed the maps and plans available and it was noted that the portion of Arch Street that is paved is what the Borough receives liquid fuels funds for. Any work beyond the paved area would not be eligible for Liquid Fuels funds.

***New Business***

It was reported that Honey Brook Township is starting a park committee and it is understood that they would like representation from the Borough on their committee. Council will wait for formal notification.

Harmony Day will be held on September 15, 2012.

There being no further business, the meeting was properly adjourned at 8:14 p.m.

Janis A. Rambo, Borough Secretary