

## **REORGANIZATION MEETING JANUARY 3, 2012**

Due to illness of Mayor Shuler, the 2012 Reorganization Meeting of Honey Brook Borough Council was called to order by Secretary Janis Rambo at 7:00 p.m. as advertised.

### ***Oath of Office***

Oath of Office was administered by Mrs. Rambo, a notary public, to: Jeanne M. Jenzano, Marc A. Richard, and Charles Zirkel who all took the oath as Councilor of Honey Brook Borough Council and all to serve a four-year term.

### ***Declaration of Council Vacancy***

During the 2011 general election, Ms. Jeanne Jenzano won both a four-year and two-year term of Councilor. As she chose the four-year term, there was a vacancy on Council. Mr. Ford made a motion, seconded by Mr. Zirkel, to declare a vacancy on Council and to pass Resolution 2012-01 declaring a vacancy on Council. The motion passed unanimously.

### ***Appointment of Councilor***

A letter of interest for the vacant Council seat was received from Jason Edonick. Mr. Richard made a motion, seconded by Mr. Zirkel to appoint Mr. Edonick to the vacant Council seat by Resolution, 2012-02. The motion passed unanimously.

### ***Election of Council President and Vice President***

Ms. Jenzano made a motion to nominate Elizabeth Nixdorf as Council President. The nomination was seconded by Mr. Ford. There being no further nominations, Mrs. Nixdorf was unanimously elected Council President.

Mr. Zirkel made a motion to nominate Theodore Ford as Council Vice President. The nomination was seconded by Ms. Jenzano. There being no further nominations, Mr. Ford was unanimously elected Council Vice President.

At this time, Mrs. Nixdorf took the chair to facilitate the remaining business of the Reorganization Meeting.

### ***Election of Chairman Pro Tem***

Mr. Ford made a motion to nominate Charles Zirkel as Chairman Pro Tem. The nomination was seconded by Ms. Jenzano. There being no further nominations, Mr. Zirkel was unanimously elected Chairman Pro Tem.

### ***Appointment of Borough Officials***

Mr. Ford made a motion to nominate Janis Rambo as Borough Secretary. The nomination was seconded by Mr. Zirkel. There being no further nominations, Mrs. Rambo was unanimously appointed Borough Secretary.

Mr. Zirkel made a motion to nominate Carrie Pike as Borough Treasurer. The nomination was seconded by Ms. Jenzano. There being no further nominations, Mrs. Pike was unanimously appointed Borough Treasurer.

Mr. Ford made a motion to nominate Patrick Ely as Chief of Police. The nomination was seconded by Mr. Richard. There being no further nominations, Mr. Ely was unanimously appointed Chief of Police.

Mr. Ford made a motion to nominate Keen, Keen & Good as Borough Solicitor. The nomination was seconded by Mr. Zirkel. There being no further nominations, Keen, Keen & Good was unanimously appointed Borough Solicitor.

Mr. Zirkel made a motion to nominate Weiser Engineering Consultants LLC as Borough Engineer. The nomination was seconded by Mr. Ford. There being no further nominations, Weiser Engineering Consultants LLC was unanimously appointed Borough Engineer.

Mr. Richard made a motion to nominate Code Inspections Inc. as Building, Zoning, and Code Enforcement Officer. The nomination was seconded by Mr. Ford. There being no further nominations, Code Inspections Inc. was unanimously appointed Building, Zoning and Code Enforcement Officer.

Mr. Ford made a motion to nominate Kimmel Lorah & Associates, LP as Borough Auditor. The nomination was seconded by Mr. Zirkel. There being no further nominations, Kimmel Lorah & Associates, LP was unanimously appointed Borough Auditor.

Mr. Zirkel made a motion to nominate William Ford as Public Works Supervisor. The nomination was seconded by Ms. Jenzano. There being no further nominations, Mr. William Ford was unanimously appointed Public Works Supervisor.

### ***Board & Commission Appointments***

Zoning Hearing Board – Mr. Ford made a motion, seconded by Ms. Jenzano, to reappoint Mr. Paul Rechenberg to a three-year seat on the Zoning Hearing Board. The motion passed unanimously.

Planning Commission – Mr. Ford made a motion, seconded by Ms. Jenzano, to reappoint Mark Lucas to a four-year term on the Honey Brook Borough Planning Commission. The motion passed unanimously.

Honey Brook Borough Authority – Mr. Zirkel made a motion, seconded by Ms. Jenzano, to appoint James Nixdorf to a four-year term on the Honey Brook Borough Authority. The motion passed unanimously.

Emergency Management Coordinator – As a follow-up to Ms. Downey’s intent to file a letter of resignation as Emergency Management Coordinator, it was noted that a letter was not received. No action was taken by Council.

Vacancy Committee – Mr. Richard made a motion to reappoint James Bree, should he be interested in continuing to serve, as Vacancy Board Chairman. The motion was seconded by Mr. Zirkel and passed unanimously

### ***Establishment of Meeting Date and Time***

Mr. Ford made a motion, seconded by Mr. Zirkel, to set the Borough Council meetings as the first and third Monday of each month at 7:00 p.m. at Honey Brook Borough Hall with the exception of the first Monday in September whereby the meeting would be held on Tuesday, September 2 due to the Labor Day holiday. The motion passed unanimously.

### ***Ratification of Taxes***

Mr. Ford made a motion, seconded by Ms. Jenzano, to ratify the 2012 tax rates as 1.1 mills, 1% real estate transfer, and 1% earned income tax. The motion passed unanimously.

### ***Ratification of 2012 Budget***

Ms. Jenzano made a motion, seconded by Mr. Zirkel, to ratify the 2012 budget as approved on December 5, 2012. The motion passed unanimously.

### ***Designation of Bank Depository***

Mr. Ford made a motion, seconded by Ms. Jenzano, to designate DNB First as the Borough’s depository. The motion passed with Mr. Richard voting nay.

### ***Designation of Public Notices***

Mr. Zirkel made a motion, seconded by Ms. Jenzano, to place legal notices in the *Daily Local News*. The motion passed unanimously.

### ***Emergency Services Resolution***

Mr. Ford made a motion, seconded by Zirkel, to adopt Resolution 2012-03, outlining emergency services for Honey Brook Borough for 2012. The Resolution was unanimously adopted.

### ***Committee Appointments***

Committee appointments were tabled.

The 2012 reorganization meeting of Honey Brook Borough Council was adjourned at 7:27 p.m.

Janis A. Rambo, Borough Secretary