

**HONEY BROOK BOROUGH COUNCIL  
SECOND MONTHLY MEETING  
APRIL 20, 2026**

The Second Monthly Meeting of Honey Brook Borough Council was called to order by Council President Jessica Florio at 7:00 p.m. The meeting was held at Borough Hall and all members answered Roll Call. Also in attendance were Chief Calvin Wilson; Caroline Amiesen, Municipal Clerk; and Kim Venzie, Solicitor.

***Citizens Comments on Agenda Items***

None

***Approval of Previous Minutes***

Ms. Jenzano made a motion, seconded by Ms. Leisey, to approve the minutes of April 6, 2026. The motion passed unanimously.

***Payment of Bills***

Ms. Leisey made a motion, seconded by Mr. Burch, to approve the payment of bills with exception PP&L Invoice where Ms. Florio notice the invoice amount did the match the check. The motion passed unanimously.

***Public Presentations***

None

***Engineer's Report***

None

***Solicitor's Report***

Ms. Venzie expressed concerns regarding the processing of stormwater management applications and asked Ms. Ameisen for clarification. Ms. Ameisen explained that any permit application involving impervious surface work requires a stormwater management application. She also outlined the process and clarified the requirements for projects involving areas under and over 250 square feet. All application over 250 square feet must be reviewed by McCalthy Engineering. Most application will require an operation and maintenance agreement from the applicant. Ms. Arneisen noted that it has been a tedious task to do because of so many different engineers assign to the borough by McCarthy.

Ms. Venzie requested that Council ask McCarthy Engineering to designate a single primary contact, as was the practice prior to Mr. Falencki's retirement at the end of last year. She noted that having multiple engineers assigned has made communication difficult and has impacted efficiency. Ms. Florio stated she would contact the firm to discuss these concerns. She also

reminded Council that the Personnel Committee could review applications from other firms if Council wishes to consider a change.

Ms. Venzie reviewed email communication practices and Robert's Rules of Order protocol with Council. Ms. Florio will provide Council with additional materials on these topics

***Communications/Secretary/Treasurer's Report***

None

***President's Report***

None

***Mayor's Report***

None

***Monthly Reports:***

Treasurer's & Tax Collector's Report – The Treasurer's report for March 31, 2026, was distributed in the meeting packet.

Public Works – Mr. Ford was not present to go over the report that was distributed in the meeting packet.

Code/Ordinance – Ms. Florio spoke with Joe Boulanger from Kraft Municipal Group asking for an update in regards of the permit application submitted for 440/450 Pequea Avenue. Mr. Boulanger confirmed the permit is being reviewed for approval.

MS4 – None

Personnel – None

Police – Chief Wilson distributed the monthly report. He reminded residents to call 911 if approached by solicitors, as the Borough has not approved any solicitation permits. Chief Wilson also noted that Comcast is currently soliciting within the Borough and that a citation will be issued.

COG – None

***Old Business***

Discussion/consideration regarding park equipment grant application - .Ms. Jenzano said the Park & Rec Committee met on Monday April 13<sup>th</sup> to discuss and select new equipment for the playground. Two options are in consideration and waiting on quote from Ely.

Discussion/ consideration regarding Elverson/Honey Brook Area EMS Regional EMS Advisory Committee participation - Ms. Florio went over the invitation that Matthew Welch sent over. The consensus is because of the time the committee meeting is schedule, it is difficult for council member to attend. Mayor Halverson will contact Mr. Welch to ask if committee meeting times will change.

Discussion/ consideration of Ms. Leisey joining the Honey Brook Veteran Committee - Ms. Leisey accepted the join the committee

### ***New Business***

Discussion/consideration regarding vacant Zoning Hearing Alternate - Mr. Knies, who is a member of the Zoning Hearing Board, may need to apply for a Zoning Hearing for his property on Horseshoe Pike and will need to excuse himself from the hearing. Ms. Jenzano suggested that Bill Ford resign from his being the alternate on the Planning Commission and be appointed as the Alternate on the Zoning Hearing Board. Because of conflicting information given from Kraft about the ordinance, Ms. Kenzie suggested that Mr. Knies send over the permit application for her to review. The discussion for the vacant alternate is tabled until further information is gathered.

### ***Public Presentations***

Mr. Shoemaker asked when the Holiday Banners will be removed and replaced by the Veterans Honor. Ms. Ameisen confirm that this will be done before the end of the month. Mr. Ford is coordinating with Tel Hai who is providing the equipment.

***Adjournment*** - There being no further business, Ms. Leisey made motion, seconded by Ms. Cooper. The motion passed unanimously, the meeting was properly adjourned at 7:53 p.m.

Janis A. Rambo  
Borough Secretary  
From notes taken by Caroline Ameisen