HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
AUGUST 17, 2026

The Monthly Meeting of Honey Brook Borough Council was called to order by Council President Jessica Florio at 7:06 p.m. The meeting was held at Borough Hall and all members answered Roll Call except Ms. Leisey and Ms. Cooper. Also in attendance were Chief Calvin Wilson; Bill Ford, Public Works Director; and Tami Wilkey, Borough Clerk.

Ms. Florio announced that Council was in Executive Session prior to the meeting to discuss personnel.

Citizens Comments on Agenda Items
None

Approval of Previous Minutes

Mr. Burch made a motion, seconded by Ms. Hill, to approve minutes from the June 15, 2026, meeting. The motion passed unanimously.

Payment of Bills

Additional invoices were added for payment:

- PP&L for traffic lights (State Fund) $2,900.86
- IBX (September health care premium) $2,900.69
- Guidemark (crosswalks) $8,115.00

Ms. Hill made a motion, seconded by Ms. Kelly, to authorize payment of the bills as presented including the payment to John Crispio. The motion passed unanimously.

Secretary/Treasurer's Report

The 2027 Budget Schedule was presented. Ms. Hill made a motion, seconded by Ms. Jenzano, to approve the 2027 Budget Schedule as presented. The motion passed unanimously.

Secretary advised that a zoning hearing application had been received from Amos Lapp for 4651 Horseshoe Pike.

President's Report
No report

Mayor's Report

Mayor Halverson recognized Officer Klinger for all his efforts in organizing National Night Out.

Monthly Reports

Treasurer's Report – The Treasurer's Report for the months ending July 31, 2026, and corresponding Balance Sheet was distributed to Council as well as the Balance Sheet dated August 17, 2026, which included the invoices paid this evening.

Police Report – The monthly report was distributed to Council. Chief Wilson also recognized Officer Klinger for the great job organizing National Night Out which received great support from the community and planning has already started for next year. Chief reviewed a quote that was obtained for a new door for the Annex Building. The quote was not provided prior to the posting of the agenda so it will be on the September 8, 2026, agenda for consideration.

Public Works Report – The Public Works reports for July was distributed to Council. Mr. Ford reviewed at the last meeting, Counted voted to accept the proposals for maintenance contracts with GenServe. He noted that the proposals he received did not include "page 3" which outlined the service level and that the cost was per maintenance visit which was twice a year. He recommends that Council revise the maintenance agreement for one visit per year for all three generators. Ms. Hill made a motion to authorize maintenance agreements for each of the generators for one maintenance visit per year with GenServe. The motion was seconded by Mr. Burch and the motion passed unanimously.

Mr. Ford also discussed placing the two police vehicles on MuniciBid. He recommended getting the Charger inspected, at a cost of no more than $1,000.00, which would increase the value. However, he did not recommend to spend anything on the Durango. Ms. Hill made a motion, seconded by Ms. Kelly, to authorize inspection costs on the Charger up to $1,000.00 and to place the Charger and oldest Durango on MuniciBid. The motion passed unanimously.

Mr. Ford noted that the speed trailer has not been out all summer. Chief noted that it will be placed.

Mr. Ford advised he received a quote from Asphalt Industries to oil and chip Spruce Street for a price of $28,000.00. As the item was not on the agenda, it will be placed on the September 8, 2026, agenda.

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

Planning Commission Report – There was no meeting in July.

Joint Comprehensive Plan Task Force – No updates.

Old/Pending Business

Discussion/consideration to approve Resolution authorizing grant application for Streetscapes Improvement Project through a Main Street Matters Program grant – After discussion, it was the consensus of Council to wait to the next grant round to apply due to the tight deadline this year.

Discussion/consideration regarding digital sign for Borough Hall – Mr. Ford advised that he did not receive an updated quote. He stated he would reach out to KC Signs to see if they can bring their demo prior to the next meeting.

Discussion of proposed ordinance to include additional parking regulations and prohibitions – A draft ordinance was presented to Council. Ms. Jenzano made a motion, seconded by Ms. Kelly, to authorize the solicitor to advertise the proposed ordinance amending the Borough's Code of Ordinances at Chapter 15 to include additional parking regulations and prohibitions in order to improve the health, safety, and welfare of Borough residents and the traveling public and consideration to authorize the Solicitor to advertise the proposed ordinance for adoption.

New Business

Discussion/consideration to release $26,000.00 from the Capital Reserve Money Market of designated funds for Honey Brook Fure Company – Ryan Plank, Assistant Fire Chief, was present and reviewed that the Fire Company has received two separate grants in support of equipment replacement and upgrade projects. The funding awarded do not cover the entire costs of these projects and they are requesting the remaining balance of these projects in the amount of $25,244.04. Ms. Hill made a motion, seconded by Ms. Jenzano, to replace the $26,000.00 currently designated in the Capital Reserve Fund for Fire Company capital. The motion passed unanimously.

Discussion/consideration to adopt a Resolution adopting the Chester County Hazard Mitigation Plan – Ms. Rambo noted that the County has been working on a Hazard Mitigation Plan and is asking all municipalities to adopt. If we opt not to adopt the County's plan, we would need to establish our own plan. Ms. Hill made a motion, second by Ms. Kelly, to adopt Resolution 2026-06 adopting the Chester County Hazard Mitigation Plan. The motion passed unanimously.

Public Comment

Caroline Ameisen, representing the Honey Brook Partnership, distributed flyers outline activities for Harmony Day scheduled for September 19.

Sam Fisher, Arch Street, stated that the minutes reflected him reporting that Honey Brook Express again has a 5 gallon of diesel fuel on property which he feels is a hazard. He stated that it was a 50-gallon drum but it has been removed at the present time. He also had suggestions for next year's National Night Out.

Bill Ford noted that Council should consider what they are doing for yard sale permits for Harmony Day. After discussion, the consensus of Council is to charge the permit fee for yard sales held on Harmony Day and donate the permit fees collected to the Fire Company like last year.

There being no further business, the meeting was properly adjourned at 7:52 p.m.

Janis A. Rambo, Borough Secretary