

**HONEY BROOK BOROUGH COUNCIL
FIRST MONTHLY MEETING
DECEMBER 2, 2024**

The First Monthly Meeting of Honey Brook Borough Council was called to order by Council President Bill Ford at 7:00 p.m. The meeting was held at Borough Hall and all members answered Roll Call except Alyson Leisey. Also in attendance were Christopher Falencki of McCarthy Engineering, Borough Engineer; Kim Venzie, Borough Solicitor; Robert Herzog, Acting Chief; Joe Boulanger, Zoning/Building, Code Officer; and Tricia Swinty, Borough Clerk/Assistant Secretary.

Citizens Comments on Agenda Items

None

Approval of Previous Minutes

Mr. Florio made a motion, seconded by Ms. Cooper to approve the minutes from the November 19, 2024, meeting. The motion unanimously.

Payment of Bills

Three additional bills were requested to be added to the list of bills being presented for payment: \$133.00 to Tel Hai for the Borough's portion of the Veterans' Day entertainment; \$2,483.63 to Independence Blue Cross for the health insurance premium; and \$871.50 to EyeCatchers for police patches. Ms. Hill made a motion, seconded by Mr. Florio, to authorize payment of bills a presented and to include the three additional invoices presented. The motion passed unanimously.

Public Presentations

None

Engineer's Report

South Chestnut Street Project Approvals – Mr. Falencki advised that the project has been completed. He first asked that Council approve the signing of the *Certificate of Completion* by the Council President. Ms. Hill made a motion, seconded by Ms. Jenzano, to authorize the Council President to sign the *Certificate of Completion* based on the Borough Engineer's recommendation. The motion passed unanimously. Mr. Falencki presented a change order which reflected the actual quantities used for the project which increased the project total by \$13,812.00. Mr. Florio made a motion, seconded by Ms. Cooper, to approve Change Order #1 for the Chestnut Street project whereby increasing the project by \$13,812.00 reflecting additional quantities of material used on the project. The motion passed unanimously. Finally, Mr. Falencki asked for approval of Payment Application #3/final in the amount of \$253,084.30. Ms. Hill made a motion, seconded by Ms. Wadlinger to authorize payment in the amount of

\$253,084.30, based on the Engineer's recommendation, to Barrasso Excavation, Inc. The motion passed unanimously.

LSA Grants – We are still awaiting the paperwork for the two grants awarded for the radios and generator projects.

Fire House Lane Paving – Mr. Falencki advised that the Fire House Lane paving was completed and recommended payment to Charlestown Paving in the amount of \$30,078.32. Ms. Jenzano made a motion, seconded by Ms. Hill, to authorize payment in the amount of \$30,078.32 to Charlestown Paving contingent upon all paperwork being provided to the satisfaction of the Borough Engineer. The motion passed unanimously.

Brandywine Conservancy Request for James Street Pipe Extension – Mr. Falencki reported that he received confirmation that the Borough could receive MS4 credit for the project. Council reviewed pros and cons to the request from the Brandywine Conservancy, but the consensus of Council was not in favor of the proposed project to pipe the swale as the Borough did not want to accept ultimate maintenance of the pipe.

DCED Grant – Mr. Falencki stated that the Borough was awarded the \$100,000 grant that State Senator Muth had supported. Ms. Jenzano made a motion, seconded by Ms. Hill, to authorize the Council President sign the reimbursement form for the \$100,000 to use to supplement the Chestnut Street project.

UCII List – The County has requested the Borough to update the list by January 24, 2025. President Ford distributed the list noting that there are several projects that have been completed. Mayor inquired if we could add stormwater pipe replacements to the project list, especially on James Street. Mr. Falencki stated that he would be working on the list.

Solicitor's Report

Ms. Venzie advised that the Post Office has entered into an Agreement for off-site parking.

Old Business

VPP Multi-Municipal grant with Honey Brook Township for the Comp Plan Update – It was noted that the Borough received notification from the County of the grant award with Honey Brook Township being the lead municipality.

Discussion regarding 2025 inspection fees – Mr. Boulanger was present as a follow up to Council's last meeting regarding questions on rental U&O fees. Council concurred to keep the \$35 reinspection fee. There was discussion relative to resale U&O requirements and Council concurred that they wish to continue these inspections.

Communications/Secretary-Treasurer's Report

A letter was distributed from the Chester County Solid Waste Authority to the Honey Brook Borough Authority relative to the water line extension west along Route 322.

President's Report

President Ford advised that there are still members of the Honey Brook Fire Police who did not receive the gift cards for the Halloween Parade coverage. Treasurer advised that she would be cutting the check as previously approved to the Lions Club this week as it was not in the check run for this evening.

Mayor's Report

No report.

Committee Reports

There were no Committee Reports.

New Business

Ms. Jenzano advised that help is need for the Tree Lighting Ceremony and for the Toy Drive. She noted that gift wrappers were needed. Final collection is December 16 with the gift distributed on December 20.

Mr. Ford advised that he received a quote for a new door for the Annex Building and two windows. It will be on the next agenda for consideration.

Presentation of the 2025 Budget

Ms. Hill mader a motion, seconded by Ms. Wadlinger to authorization public notice of budget inspection. The motion passed unanimously. Ms. Jenzano made a motion, seconded by Ms. Wadlinger, to authorize the advertisement of an ordinance to set the 2025 real estate tax rate. The motion passed unanimously.

Public Presentations

Peter Coll, 109 Dorsheimer Lane – Mr. Coll thanked Council for how they handled the notice regarding the trash program and believes that the Borough did the right thing. He also thanked the Police Department on their presence in the Borough noting that he sees more activity on the Facebook page and he feels that he has seen a shift in the police being “MIA” to being seen more in 2024.

A resident of 4521 Horseshoe Pike inquired when the last leaf pick up would be.

There being no further business, the meeting was properly adjourned at 8:24 p.m. noting that Council would be entering an Executive Session relative to personnel.