

**HONEY BROOK BOROUGH COUNCIL  
SECOND MONTHLY MEETING  
JANUARY 21, 2025**

The Second Monthly Meeting of Honey Brook Borough Council was called to order by Council President Bill Ford at 7:00 PM. The meeting was held at Borough Hall and all members answered Roll Call except for Alyson Leisey who was absent. Also in attendance was Tricia Swinty, Assistant Secretary, Chief Calvin Wilson and Officer Robert Herzog.

***Public Presentations***

Mr. Donald Brown, 234 Morgantown Road, asked if the subdivision plans for 935 Chestnut Street are ready. Mr. Ford stated that the plans have not been received by the Borough. Mr. Brown will contact his engineer and Mr. Ford will contact Chris Falencki, Borough Engineer, to see where the plans are in the process.

***Approval of Previous Minutes***

Mr. Ford stated that the Spruce Street water line should be removed from the Engineers Report because Spruce Street was already completed and will not be dug up to replace a water line. Ms. Jenzano made a motion, seconded by Ms. Wadlinger to approve the minutes of January 2, 2025 with the change to the Engineers Report. The motion passed unanimously.

***Payment of Bills***

Mr. Florio made a motion, seconded by Ms. Jenzano to approve payment of bills. The motion passed unanimously.

***Communication/Secretary's Report***

None

***President's Report***

Mr. Ford stated that trash/recycling bins are not to be left in the street, they need to be placed on the sidewalk. Ms. Swinty will add this to the website and in the upcoming newsletter.

Mr. Ford also stated that on Water Street, between Maple and Chestnut, residents are parking on an angle on the north side of the street, which is preventing the street to be plowed for snow. Chief Wilson stated the Police Department will monitor this.

Mr. Ford said he is going to look into getting a propane heater for the garage where the police cars park. The price of kerosene is over \$7/gallon, it will be more cost effective to use propane. Mr. Ford will get a quote for this to present to Council.

***Mayor's Report***

None

## ***Old/Pending Business***

Consideration to approve Donald Brown Subdivision – Waiting for plans for review by Council.

Discussion/consideration regarding quote from Ted Ford Quality Carpentry for door and window replace at Annex Building in the total amount of \$8,022.00 and to authorize deposit of \$4,011.00. Ms. Cooper stated we still did not receive the quote breakdown for cost and installation for the Police Department up grades. A new electrical quote is also required. Chief Wilson stated he spoke with the contractor and Ted Ford regarding the steps to the attic. The steps are unsafe and need to be replaced before the upgrade work can be start. Ted Ford provided a quote for \$1790.65 to replace the attic stairs. This quote will be added to the agenda for the next Council meeting for approval.

## ***Monthly Reports***

Treasurer & Tax Collector Report - None

Police Report – Chief Wilson provided a year end report which is included in Council packets.

Public Works – Public Works report is included in this month’s packet. He also suggested the pickleball courts be locked for the winter and a sign will be posted.

Code & Ordinance – None

Planning Commission – None

## ***New Business***

Discussion/consideration to adopt a Resolution authorizing the execution of an intergovernmental cooperation agreement for the purpose of joining with other municipalities as a member of the Chester County Emergency Response Commission. Ms. Jenzano made a motion to approve the Resolution, seconded by Ms. Wadlinger. The motion passed unanimously.

Consideration to authorize payment of annual dues for CCRERT/SWAT in the amount of \$3,300 (annual dues are part of the 2025 budget). Ms. Jenzano made a motion to approve the Resolution, seconded by Ms. Wadlinger. The motion passed unanimously.

Consideration for compensation for working outside of regular business hours. Mayor Halvorsen suggested that employees who sometimes work from home taking phone calls and updating the website be compensated for the hours worked. All Council members agreed to this.

Discussion to update Code chapter 11 regarding fees for Use and Occupancy. The Code book needs to be updated with the fees for U&O and Rental Inspections. Mr. Ford will talk to the

Borough Solicitor about making a general statement in the Codes book regarding the Borough Fee Schedule.

***Public Presentations***

None

***Adjournment*** - There being no further business, the meeting was properly adjourned.

Tricia Swinty  
Borough Assistant Secretary