

HONEY BROOK BOROUGH COUNCIL AGENDA

November 17, 2025

Roberts Rules Simplified to be followed

- Call to Order/Roll Call
- Citizens Comment on Agenda Items
- Public Presentations
- Approval of Previous Minutes – November 3, 2025
- Payment of Bills
- Communications/Secretary’s Report
- President’s Report
- Mayor’s Report
 - PennDOT Paving 322
- Solicitor’s Report
 - Discussion/consideration regarding proposed ordinance adding a new chapter “Parks and Recreation” as Chapter 16 and to authorize advertising
- Monthly Reports
 - Treasurer’s & Tax Collector’s Report
 - Police Report
 - Public Works Report
 - Code/Building/Zoning Officer’s Report
 - Planning Commission Report
- Old/Pending Business
- New Business
 - Consideration to accept Brian Licitra’s resignation from Honey Brook Borough Planning Commission (moved from Borough) and declare vacancy
 - Discussion/consideration regarding Custom Computer’s proposal regarding Huntress setup, installation and deployment (replacing Micro Trend)
 - Consideration regarding engagement letter with Gawthrop Greenwood PC for zoning hearing solicitor for 2026
 - Consideration to close Borough Office on Friday, November 29
 - Discussion regarding Preliminary/Draft 2026 Budget Presentation to Borough Council
- Public Presentations
- Adjournment

**HONEY BROOK BOROUGH COUNCIL
FIRST MONTHLY MEETING
NOVEMBER 3, 2025**

The first monthly meeting of Honey Brook Borough Council was called to order by Council President Bill Ford at 7:00 p.m. at Borough Hall. All members were present. Also in attendance were Christopher Falencki of McCarthy Engineering (Borough Engineer), Chief Calvin Wilson, and Borough Clerk Caroline Ameisen.

Citizens Comments on Agenda Items

None.

Approval of Previous Minutes

Ms. Jenzano made a motion, seconded by Mr. Florio, to approve the minutes from the October 6, 2025 meeting. The motion passed unanimously.

Payment of Bills

Ms. Hill made a motion, seconded by Ms. Jenzano, to ratify the bills paid on October 13, 2025. The motion passed unanimously.

Ms. Hill made a motion, seconded by Ms. Cooper, to approve the bills as presented. The motion passed unanimously.

Public Presentations

Sam Fisher advised that the Chester County Solid Waste Authority is proposing electric generation on the northside of the landfill. He stated that the Authority had a contract to provide electric to several businesses in Lancaster County but that they got out of that contract. He said it was his understanding that the Chinese were benefitting from that sale and that they are now dealing with a French company. He encouraged Council to put pressure on the Authority that any sales should be with U.S. companies.

Jim Mimm, representing the Lions Club, thanked Council for judging at the parade. He noted that in talking with Twin Valley's band director that the tentative date for next year's parade is October 21.

Engineer's Report

310 Maple Street – Mr. Falencki reported that everything is complete except for the As Built plans. He stated that just before the meeting he received eMails from Hopkins, but has not read them and it was not his plan to spend any more billable time on this project.

Consideration to authorize Council President to sign Certificate of Substantial Completion with Long's Asphalt for Park Street Rehabilitation Project – Ms. Cooper made a motion, seconded by Ms. Hill, to authorize the Council President to sign the Certificate of Substantial Completion with Long's Asphalt for the Park Street Project. The motion passed unanimously.

Mr. Falencki review the proposed LSA grant applications to be submitted and asked for consideration to approve the required resolutions:

- Consideration to adopt a Resolution to request a LSA grant up to \$342,000 for the rehabilitation of Maple Street – Mr. Florio made a motion to adopt Resolution 2025-12, a resolution authorizing a LSA grant application for up to \$342,000 for the rehabilitation of Maple Street. The motion passed unanimously.
- Consideration to adopt a Resolution to request a LSA grant up to \$173,000 for the rehabilitation of Walnut Street – Mr. Florio made a motion to adopt Resolution 2025-13, a resolution authorizing a LSA grant application for up to \$173,000 for the rehabilitation of Walnut Street. The motion passed unanimously.
- Consideration to adopt a Resolution to request a LSA grant up to \$162,000 for the rehabilitation of Water Street – Mr. Florio made a motion to adopt Resolution 2025-14, a resolution authorizing a LSA grant application for up to \$162,000 for the rehabilitation of Water Street. The motion passed unanimously.
- Consideration to adopt a Resolution to request a LSA grant up to \$74,720 for the procurement of Emergency Responder Equipment for Honey Brook Fire Company – Mr. Florio made a motion to adopt Resolution 2025-15, a resolution authorizing a LSA grant application for up to \$74,720 for the procurement of Emergency Responder Equipment for Honey Brook Fire Company. The motion passed unanimously.

Mr. Falencki noted that after 18 years, he will be retiring on January 4, 2026. He advised that Jim McCarthy will be the contact after that date. At this time, Mr. Falencki departed the meeting.

Old Business

Discussion/consideration regarding hiring of a building cleaner – Ms. Jenzano reviewed two options for building cleaner. She has an applicant that would be a part-time employee and a company that would provide the service. After discussion, Ms. Jenzano made a motion, seconded by Ms. Cooper, to hire Jeri Lynn Pearson at a rate of \$25 an hour to clean the Borough offices. The motion passed unanimously. Ms. Jenzano further moved, seconded by Ms. Hill, to authorize Ms. Pearson to work up to four additional hours for initial deep cleaning since the offices have not been cleaned for a while. The motion passed unanimously.

Consideration to hire Phil Kasitz for a one time fall clean up of the Borough Hall and Park Gardens – Ms. Jenzano reviewed a proposal received but it did not appear that he included the park clean up unless the price was for both the Borough Hall and the Park. The consensus of Council was to table any decision until the quote was confirmed.

Secretary/Treasurer's Report

Secretary reminded Council that zoning hearing for Amos Lapp's application for 4651 Horseshoe Pike would be held on November 11, 2025. Mr. Lapp is seeking approval to construct five residential apartments in the building and to add a 16 x 21 foot addition to the back of the building.

President's Report

Mr. Ford also noted with regards to the Lapp zoning hearing that Council confirm that a representative from KMG should attend. Council confirmed that someone from KMG should attend the hearing.

Mayor's Report

Mayor Halvorsen read a commendation from the Southern Chester County EMS extending appreciation and commendation to Officer Robert Klinger, Jr., for his assistance during the tragic shooting incident at Lincoln University on October 25, 2025.

Committee Reports

- **Finance** – 2026 Budget is being worked on.
- **Park & Recreation** – Ms. Jenzano reminded everyone of the Veterans' Day Program on November 9 at Tel Hai. The Borough honorees this year are Dickie and Johnnie Plank.
- **Public Works** – Report was distributed to Council
- **Code/Ordinance** – No report.
- **Planning Commission** – No meeting held in October.
- **COG** – Mr. Florio reported on the October meeting.
- **Police** – Committee met on October 23. Items discussed for 226 include the purchase of a new police vehicle; body camera upgrade at a cost of \$9,000 over several years; a proposal for a new firewall; and a police department building project to add another room within the existing building and a sally port addition. Chief also noted that he looked into adding cameras near the pickleball courts which were about \$30,000 for two cameras.

New Business

Discussion/consideration to purchase a police vehicle in the amount of \$46,986 and outfit in the amount of \$21,000 – Proposal was received from New Holland Dodge Chrysler Jeep Ram for a 2026 Dodge Durango as well as upfitting the vehicle from 10-8 Emergency Vehicle Service. It was noted that this is in the proposed 2026 budget and funds are in reserve for the purchase. Delivery would not be made until 2026. Ms. Hill made a motion, seconded by Mr. Florio, to purchase a 2026 Dodge Durango police vehicle in the amount of \$46,986 from New Holland Dodge Chrysler Jeep Ram under CoStars contract #013-E22-223 and for the upfit through 10-8 at an estimated price of \$21,000. The motion passed unanimously.

Discussion regarding electric bikes and scooters – Ms. Wadlinger advised that she has concerns with the amount of electric bikes and scooters that she is observing in the Borough regarding safety. Chief Wilson reviewed the regulations and noted that it is hard to enforce. He stated that

the operator must be age 16 or older; cannot go over 20 mph; and any bike over 100 pound must be registered. He noted that the Borough is fortunate to have a large number of Amish who respond to fire calls in the Borough, who a good majority are now arriving at the Fire Hall on electric bikes.

Review of HB Community Partnership Meeting – Ms. Ameisen reported on the last Partnership meeting and noted there was a review of Harmony Day and the successful events of that day. They would like to keep that same spirit going for America250 starting with the annual Memorial Day Parade sponsored by the American Legion through the 2026 Harmony Day. She then introduced Brenden Swindler to talk about the 19344GO! Community initiative that is a marketing platform with web/social media for the Honey Brook area.

There was discussion relative to a Committee250 being formed.

Public Presentations

None

Adjournment

There being no further business, the meeting was adjourned at 8:10 p.m. and at that time Mr. Ford requested an Executive Session regarding personnel and noted that the meeting would not reopen.

Janis A. Rambo
Borough Secretary