

# HONEY BROOK BOROUGH COUNCIL AGENDA

## NOVEMBER 18, 2024

*Roberts Rules Simplified to be followed*

- Call to Order/Roll Call
- Citizens Comment on Agenda Items
- Public Presentations
- Approval of Previous Minutes – November 4, 2025
- Payment of Bills
- Communications/Secretary-Treasurer's Report
  - Request from Chester County Planning Commission relative to Urban Center Improvements Inventory (UCII) update request
- President's Report
- Mayor's Report
- Solicitor's Report
- 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
  - Discussion/consideration regarding donation to Honey Brook Lions Club for parade
  - Discussion/consideration regarding Brandywine Conservancy project request
  - Discussion/consideration regarding buy back of Borough trash bags
- New Business
  - 2025 Permit Fee inquiries from KMG:
    - Rental property fees: \$75 per apartment/\$100 single family dwelling/reinspection \$35 – confirm if these fees will remain the same
    - Multi-unit rental – is there a flat fee for buildings with 1-5 apartments and 1-10 apartments – KMG charges \$35.00 per apartment
    - Reinspection for 2<sup>nd</sup> and 3<sup>rd</sup> time – currently we charge \$35 per reinspection – do we want to discount this by \$10?
  - Consideration to donate to the Honey Brook Library Capital Campaign Donor Recognition Tree

- Discussion/consideration to close *Police Activity Fund* at S&T Bank and transfer funds to General Fund and track in Quickbooks the same as *CCSWA Donation account*

- Presentation of 2025 Budget
- Public Presentations
- Adjournment
- Executive Session

**HONEY BROOK BOROUGH COUNCIL  
FIRST MONTHLY MEETING  
NOVEMBER 4, 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, P.E., Borough Engineer; Kim Venzie, Solicitor; Acting Chief Robert Herzog and Tricia Swinty, Assistant Secretary.

***Citizens Comments on Agenda Items***

None

***Approval of Previous Minutes***

Ms. Jenzano made a motion, seconded by Mr. Florio, to approve the minutes of the October 7, 2024, meeting. The motion passed unanimously.

***Payment of Bills***

A list of bills was presented that included invoices that were paid between meetings to avoid late charges. Mr. Florio made a motion, seconded by Ms. Hill, to ratify the list of bills presented that were paid in mid-October. The motion passed unanimously. Ms. Hill made a motion, seconded by Mr. Florio, to authorize payment of bills noted on the list to be paid this evening. The motion passed unanimously.

***Public Presentation***

Grant DeCosta and Lisa Timbers were present representing the Brandywine Conservancy. Mr. DeCosta noted that the David Stoltzfus farm (543 Todd Road), just outside of the Borough, still has an outfall owned by the Borough that is causing erosion. They are suggesting to replace the existing pipe outlet and install an outlet with rock apron. The objective is to correct the erosion gully and have the ability to farm in that area estimating a 12" plow depth with an 18" buffer. The question if the Borough and Township would be receiving MS4 credits is to be determined. Ms. Ford noted that a sewer easement runs on the property as well. The Conservancy was requesting if there is an interest and willingness from the Borough before the Conservancy expends any more funding. Mayor Halvorsen inquired if the Township would then take responsibility. Mayor Halvorsen stated that he would reach out to the Township Manager. Council advised that they would like to know if MS4 credit would be given to the Borough and confirmation that the Township would be willing to take over maintenance.

## ***Engineer's Report***

The monthly Engineering Report was distributed to Council.

South Chestnut Street CRP Project – Payment application #2 was presented in the amount of \$82,650.70. Ms. Hill made a motion, seconded by Mr. Florio, to authorize payment of Payment Application #2 to Barrasso Excavation in the amount of \$82,650.70 based on the Borough Engineer's recommendation. The motion passed unanimously. Mr. Falencki stated that there is a meeting scheduled tomorrow regarding the paving.

"Muth" Grant Application – Mr. Falencki reported that he completed the application for a DCED grant application for \$100,000 to support the South Chestnut Street project which had come in overestimate and exceeded the CRP grant funding. Mr. Florio made a motion, seconded by Ms. Hill, to retroactive approve the grant application for DCED funding for \$100,000 for the South Chestnut Street project.

LSA Grants – It was noted that both the generator and radio grant applications were awarded in the 2024 grant round. The applications for the 2025 grant round are due on November 30, 2024. Two projects have been identified. Ms. Hill made a motion, seconded Ms. Jenzano, to adopt Resolution 2024-08, a resolution authorizing the submission of an LSA grant application in the amount of \$93,420.00 for the rehabilitation of Walnut Street. The motion passed unanimously. Ms. Hill made a motion, seconded by Mr. Florio, to adopt Resolution 2024-09, a resolution authorizing the submission of an LSA grant application in the amount of \$290,120.00 for the rehabilitation of Maple Street. The motion passed unanimously.

At this time, Mr. Falencki departed the meeting.

## ***Old Business***

Discussion/consideration regarding trash stickers for remainder of 2024 – Council discussed the estimated amount of stickers needed based on the amount of trash bags remaining to the end of the year for those who are still utilizing the Borough bag system. After discussion, Ms. Hill made a motion, seconded by Mr. Florio, to purchase 2,000 of the outdoor stickers from Advantage Print & Design LLC in the amount of \$327.00.

Consideration to appoint Kyle Kern to the Zoning Hearing Board – Ms. Jenzano made a motion, seconded by Ms. Hill, to appoint Kyle Kern to the vacant seat on the Zoning Hearing Board to a term to expire on December 31, 2025. The motion passed unanimously.

### ***Communication/Secretary/Treasurer's Report***

Discussion/consideration regarding annual increase to Honey Brook Borough Authority – It was reported that during budget meetings it was noted that there had not been an increase for use of the Annex. The finance committee was recommending an increase of \$2,000 a year to \$10,000 a year, noting increased building costs and potential security system installation for the building that would benefit the Authority. Mr. Ford stated that the Authority would just turn around and raise the hydrant fee. After discussion, it was the consensus for the annual building usage fee.

Discussion/consideration regarding TERM investment with PLGIT – The rate sheets were reviewed. It was noted that PLGIT was reopening the accounts that we set up previously but had no activity/deposit. Ms. Cooper made a motion, seconded by Ms. Hill, to transfer \$1 million to PLGIT to deposit in a PLGIT Prime account. The motion passed unanimously.

### ***President's Report***

Mr. Ford stated that it is his understanding that the Lions Club was short four gift cards for fire police.

### ***Mayor's Report***

Mayor reported there has been great feedback from the police department's presence at bus stops.

### ***Monthly Reports***

Finance – Budget meetings are ongoing.

Parks & Recreation - Ms. Jenzano noted that there is a pickle ball tournament this weekend. She also noted that she signed off on the final completion for the pickle ball courts.

Police Report – Chief Herzog provided the report for October for the Department. He noted that the department participated in the Trunk & Treat at the Elementary School and participated in “Operation Safe Stop”. He noted that the Department has been gathering data from the speed trailer. He noted that there were 1,100 cars traveling south on Maple Street in a 24 hour period.

Trash – Nothing additional to update.

Public Works – Nothing to report

Code/Ordinance – nothing to report

MS4 – nothing to report

Personnel – nothing to report

COG – Mr. Florio provided an update from the last meeting.

### ***New Business***

Consideration/discussion regarding WCC Chamber Municipal Luncheon – There was discussion if a representative would attend and provide an update for the Borough. Ms. Cooper stated that she was attending as a member of the Chamber and would be happy to present. Mr. Florio stated that he would be attending as well.

### Other

- Reminder of the Veterans' Day Program on Sunday, November 10, from 2-3 at Tel Hai.
- Ms. Cooper inquired if the pickle ball nets would be taken in during winter
- Question arose regarding creation of a registration form for trash companies who will be collecting within the Borough. Ms. Swinty stated she would check to see if the Township has a form and Ms. Rambo stated she would see if Patti Lynn at CCSWA had samples.

### ***Public Presentations***

Mr. Ford noted a reminder of the burning ban. Mr. Ford stated that the Honey Brook Fire Company has been swamped with calls. He also noted the passing of Rick Faulkner, a long-time fire police member.

### ***Adjournment***

There being no further business, the meeting was properly adjourned at 8:34 p.m. Council went into Executive Session to discuss personnel and noted that the meeting would not reopen.

Janis Rambo  
Borough Secretary

**GENERAL FUND - BILLS TO BE PAID  
NOVEMBER 18, 2024**

<i>Vendor</i>	<i>Description</i>	
A J Blosenski	contract - November 2024	\$10,767.60
Buckley Brion McGuire & Morris LLP	solicitor fees - October 2024	\$1,056.00
CCSWA	tipping fee - week of 10/28/2024	\$261.60
CCSWA	tipping fee - week of 11/4/2024	\$288.00
Honey Brook Hardware	CD 2 battery	\$23.97
Honey Brook Hardware	tie cables	\$18.98
Kraft Municipal Group	fees for bldg/zoning/code official - October 2024	\$1,415.38
McDonald Uniform Co., Inc.	uniform expense - R. Herzog	\$92.49
Pennsylvania Municipal Retirement System	2024 police pension payment	\$45,355.00
PenTeleData	Borough eMail	\$94.65
Petty Cash	reimbursement	\$64.74
Rhoads Energy	police fuel - October	\$699.79
Service Electric	police office cable	\$123.01
Sianna Law, LLP	labor counsel - October 2024	\$1,206.44
Trinity Pest Management LLC	bimonthly service	\$106.00
Treasurer of Chester County	Household Hazardous Waste Collection - 2H 2024	\$435.80
Verizon	Borough Hall phone	\$323.85

**PREPAID INVOICES**

A J Blosenski	dumpster rent	\$108.65
Postmaster	annual box rent	\$154.00

**S&T DEBIT CARD TRANSACTIONS**

Staples	office/police supplies	\$160.13
Staples	office supplies	\$117.19
Webstaurant Store	tash can lid for park	\$129.10

**\$51,178.77**

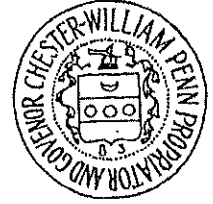
**STATE FUND - BILLS TO BE PAID  
NOVEMBER 18, 2025**

<i>Vendor</i>	<i>Description</i>	
PPL	street lights	\$2,616.53
<b>TOTAL STATE FUND</b>		<b>\$2,616.53</b>

Payroll Form 2024-23							
PAY ENDING - 10/4/2024							
		PAYROLL					
405.1400	533			ADMIN			
409.1400	72.25			BLDG CLEANING			
410.1100	3525.38			POLICE CHIEF			
410.1200	3000			FULL-TIME POLICE			
410.3150	84.38			OT POLICE			
410.3110	2822.38			PT POLICE			
413.3000				ZONING/CODE			
430.1400	421.25			STREETS			
454.1400	244.5			PARK			
430.2200				SNOW REMOVAL			
402.1200	435.87			TREASURER SALARY			
405.1200	484.90			SECRETARY SALARY			
400.1130				ELECTED OFFICIALS			
487.1980				VISION/DENTAL ALLOWANCE			
487.1980	0.00						
<b>TOTAL PAYROLL</b>	<b>11,623.91</b>						
2230.0000				<b>0</b> HEALTH CARE CONTRIBUTION			
100.0000				<b>11,623.91</b> PAYROLL DEDUCTION AMOUNT			
				<b>PAYROLL SERVICES/TAX LIABILITY</b>			
402.3100	0	124.50					
487.0010	Fica	502.12					
487.0010	Medicare	117.42	619.54				
		<b>744.04</b>					
Calvin Wilson	\$3,525.38	heart & lung					
Brian Hughes	\$569.88						
Robert Klinger, Jr.	\$3,084.38						
Robert Herzog	\$2,252.50						
Gary Frey							
Patricia Swinty	\$533.00	clerk					
Carole Hepfer	\$72.25	bldg cleaning					
Carole Hepfer		park					
Pauline Garwood							
Bill Ford	\$371.25						
Ethan Ameisen	\$0.00						
John Robb	\$294.50						
Dennis Patterson	\$0.00						
Meredith Dombach	\$0.00	streets					
Janis Rambo	484.90	Secretary					
Janis Rambo	435.87	Treasurer					
Alyson Leisey	\$0.00						
Richard Florio	\$0.00						
Mary Beth Wadlinger	\$0.00						
Jeanne Jenzano	\$0.00						
Matt Halvorsen	\$0.00						
Sandra Cooper	\$0.00						
N. Dawn Hill	\$0.00						
Bill Ford	\$0.00						
Lisa Romig							
Vision/Dental	\$0.00						



# THE COUNTY OF CHESTER



## COMMISSIONERS

Josh Maxwell  
Marian D. Moskowitz  
Eric M. Roe

Brian N. O'Leary, AICP  
Executive Director

## PLANNING COMMISSION

Government Services Center, Suite 270  
601 Westtown Road  
P. O. Box 2747  
West Chester, PA 19380-0990  
(610) 344-6285 Fax (610) 344-6515

November 8, 2024

Dear Urban Center Partner,

In an ongoing effort to implement urban center planning documents, the Chester County Department of Community Development (DCD) Community Revitalization Program (CRP) provides funding for urban center capital improvements. The Chester County Planning Commission (CCPC) provides the opportunity to update existing projects and add new projects for your municipality in the Urban Center Improvements Inventory (UCII) for CRP funding eligibility.

The UCII is a comprehensive record of documented revitalization needs within Chester County's urban centers (15 Boroughs and the City of Coatesville). The Inventory includes proposed capital improvements that are directly linked to policies and recommendations within official urban center planning documents (comprehensive plan, revitalization plan, economic development study, etc.). The UCII is used to track status, prioritize, and guide implementation of projects within each urban center. The goal of the Inventory is to connect the urban center's planning priorities with implementation funding.

Please note, beginning with the 2023 CRP, the CRP is now awarded every other year instead of every year (2025, 2027...). It is critical to update or add any UCII projects you plan to apply for the 2025 CRP.

To facilitate the update process, the UCII update occurs via the online portal available at: <https://www.chescoplanning.org/Municorner/UCII/EditProject1.cfm>

Please update the list for your municipality regarding the following two types of projects:

- **Existing Projects:** To review and edit existing projects, please click on the circle icon next to your respective municipality. Refer to the instructions offered in the blue icons and provide information in the space provided. **Note:** \*Please do not click "submit changes" unless you actually intend to make changes to the project, otherwise click "View/Edit Another Project."
- **New Projects:** To submit new projects please click on the **Add a New Project** button on the main page to access and fill out the form. New and creative projects are strongly encouraged in addition to maintenance or replacement of existing resources. Please provide as much specific information as possible for each new project, including name, description, cost estimates and schedules and municipal plan references. Refer to the instructions offered in the blue icons of the New Project Request Form and provide information in the space provided.

Please provide any changes to existing projects or add new projects by the close of business on **Friday, January 24, 2025.**

**Important reminders:**

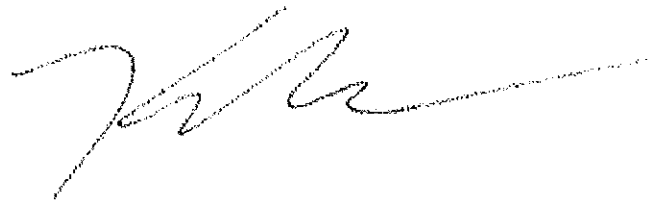
- Projects not listed in the UCII will not be eligible for CRP funding.
- New projects submitted will be eligible for CRP funding for the 2025 round and future rounds.
- UCII Projects **must** reference **Policies (Goals, Objectives) or Recommendations (Actions/Strategies/Maps) in existing adopted Urban Center Revitalization Plans, Comprehensive Plans, or an accepted study or similar document endorsed by the municipality** to be eligible for funding. (These **must** be listed in the columns for Project Source and Plan Element).
- A draft UCII will be available for review prior to the final UCII being posted and the opening of the CRP application cycle.
- Look for announcements from the Chester County Department of Community Development (DCD) regarding the 2025 Community Revitalization Program (CRP).

At a minimum, we strongly suggest that urban centers that intend to apply for 2025 CRP funding edit or add any specific projects intended for 2025 CRP submission and make sure the information is accurate.

If you have any questions about this update process or about the status of an existing project in the Inventory, please contact Kevin Myers at [kmyers@chesco.org](mailto:kmyers@chesco.org) (610.344.6285). A phone call, zoom meeting, or in person meeting can be arranged to discuss projects as necessary.

We look forward to receiving your edits to the UCII by the close of business **Friday, January 24, 2025.**

Sincerely,



Kevin Myers  
Urban Planner  
Chester County Planning Commission

## 2025 UCII Information Sheet

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### **Purpose**

The Chester County Planning Commission (CCPC) in partnership with the Chester County Department of Community Development (DCD) maintains an Urban Centers Improvement Inventory (UCII) that is updated prior to the release of each DCD Community Revitalization Program (CRP) grant funding round. The UCII is a comprehensive record of documented revitalization needs within Chester County's Urban Centers (15 Boroughs and the City of Coatesville). The inventory includes proposed economic development, housing, infrastructure, transportation and public services projects that are within the urban center's adopted revitalization plan or supported by the policies or recommendations of an adopted plan or accepted study.

### **Benefits of the Inventory**

- The inventory is a stand-alone entity from municipal comprehensive/revitalization plans or other accepted studies but is directly related to the planning elements within the documents.
- Similar to the County's Transportation Improvement Inventory (TII), the UCII allows involved parties to add and/or subtract and update projects without going through an adoption or acceptance process, but projects must reference adopted or accepted plans or ordinances for validity.
- The UCII allows CCPC and CCDCD, as well as the urban centers, to track the status of projects over time.
- The UCII assists in the pre-application and application review process for the CCDCD Community Revitalization Program (CRP) which provides capital improvements funding to urban centers on municipally owned property.
- The inventory assists with the implementation of the urban center and County planning documents.

### **Update Schedule**

- The UCII is updated prior to the following CRP funding round.

### **Contact Information**

- CCPC: Kevin Myers, [kmyers@chesco.org](mailto:kmyers@chesco.org); 610.344.6285
- DCD: Denise Kleinman, [dkleinman@chesco.org](mailto:dkleinman@chesco.org); 610.344.6900

**TREASURER'S REPORT  
OCTOBER 31, 2024**

**GENERAL FUND - S&T**

Opening Balance	\$1,598,433.09
Deposits	\$ 167,433.84
Deposits in Transit	\$ -
Interest	\$ 3,943.23
Expenses/Credits	\$ (93,315.97)
Outstanding Checks	\$ (15,602.79)
Reconciliation Total	\$ 1,660,891.40

**GEN FUND MONEY MARKET**

Opening Balance	\$ 12,800.70
Deposits	
Interest	\$ 31.44
Withdrawal/Transfer	
Closing Balance	\$ 12,832.14

**STATE FUND**

Opening Balance	\$ 135,735.70
Deposits	\$ 583.54
Interest	\$ 289.10
Expenses/Credits	\$ (38,450.74)
Outstanding Checks	\$ (2,564.84)
Reconciliation Total	\$ 95,592.76

**OPEN SPACE FUND**

Opening Balance	\$ 5,313.38
Deposits	\$ -
Withdrawals	\$ 13.05
Interest	\$ -
Closing Balance	\$ 5,326.43

**POLICE ACTIVITY FUND**

Opening Balance	\$ 7,396.86
Deposits	\$ -
Withdrawal/Transfer	
Closing Balance	\$ 7,396.86

**CAPITAL RESERVE FUND MM**

Opening Balance	\$ 337,296.90
Deposits	\$ -
Withdrawal/Transfer	
Interest	\$ 828.49
Closing Balance	\$ 338,125.39
2020 TRANSFER NOT DESIGNATED	\$ 100,000.00
POLICE VEHICLE-CHARGER	\$ 45,426.48
INFRASTRUCTURE CAPITAL	\$ 148,000.00
FIRE COMPANY CAPITAL	\$ 26,000.00
Interest 2019	\$ 201.24
Interest 2020	\$ 1,433.06
Interest 2021	\$ 395.74
Interest 2022	\$ 1,474.83
Interest 2023	\$ 6,882.38
Interest 2024 YTD	\$ 8,311.66
	\$ 338,125.39

**CAPITAL RESERVE CD, est. 11/25/19**

	\$ -
closed - proceeds to checking acct	\$ 462,528.68
BACKHOE RESERVE	\$ 59,892.20
PUBLIC WORKS VEHICLES	\$ 41,762.17
POLICE VEHICLE-CHARGER	\$ 527.27
POLICE VEHICLE-DURANGO	\$ 32,500.00
OFFICE CAPITAL EQUIPMENT	\$ 10,000.00
PARK CAPITAL/IMPROVEMENTS	\$ 15,000.00
BLDG CAPITAL IMPROVEMENTS	\$ 35,000.00
INFRASTRUCTURE CAPITAL	\$ -
MOWER REPLACEMENT	\$ 5,000.00
FIRE COMPANY CAPITAL	\$ -
General Reserve Fund MM Transfer	\$ 250,000.00

**Borough of Honey Brook**  
**Balance Sheet**  
 As of October 31, 2024

	Oct 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
100.000 · DNB First	1,660,891.40
100.100 · GEN MONEY MARKET	12,832.14
100.250 · CAP RESRVE MONEY MARKET	338,125.39
100.900 · POLICE ACTIVITY FUND	7,396.86
1002 · DNB First-State Fund	95,592.76
1004 · CD - REVENUE	664,804.97
1005 · DNB First-Open Space	5,326.43
<b>Total Checking/Savings</b>	2,784,969.95
<b>Total Current Assets</b>	2,784,969.95
<b>TOTAL ASSETS</b>	2,784,969.95
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	-20,682.67
<b>Total Accounts Payable</b>	-20,682.67
<b>Other Current Liabilities</b>	
200.20 · POLICE DONATION ACCOUNT	26,978.00
200.30 · VETERAN BANNER ACCOUNT	1,023.00
230.35 · DUE TO STATE FUND	11,256.63
2594 · 310 MAPLE STREET - STORMWATER	178.86
2597 · 310 MAPLE STREET - HOPKINS	-1,071.43
2598 · 914 SPRUCE STREET - STORMWATER	-369.13
2598.01 · REILLY -STORMWATER ESCROW	1,620.00
2604 · 431 WATER STREET STORMWATER	-135.00
2605 · BROOKS EDGE - SKETCH PLAN ESCRO	299.10
2606 · HONEY BROOK HARDWARE - SKETCH P	-1,049.90
2607 · HONEY BROOK HARDWARE - LAND DEV	-295.81
2609 · HOWE FAMILY PROP - SKETCH PLAN	580.00
<b>Total Other Current Liabilities</b>	39,014.32
<b>Total Current Liabilities</b>	18,331.65
<b>Total Liabilities</b>	18,331.65
<b>Equity</b>	
3000 · Opening Bal Equity	844,000.00
3900 · Retained Earnings	1,712,809.31
Net Income	209,828.99
<b>Total Equity</b>	2,766,638.30
<b>TOTAL LIABILITIES &amp; EQUITY</b>	2,784,969.95



## Honey Brook Borough Police Department

91 Pequea Avenue, P.O. Box 249, Honey Brook, PA 19344

Office: 610-273-9262

Fax: 610-273-2701

### Monthly Police Report

October 2024

2	Criminal Arrests/Subjects Taken into Custody
0	Non-Traffic Citation Issued
15	Traffic Citations Issued
7	Written Warnings
3	Accident Investigations
0	Parking Tickets Issued
166	Total Incidents in Borough
22	PSP Incidents Handled

#### *Accomplishments/Training Attended/Projects*

- Patrol vehicles were professionally cleaned and detailed for the winter months
- Halloween parade had all officers and PSP present and represented, with no issues.
- Participated in Honey Brook Elementary School Trunk or Treat.
- Participated in Halloween Trick or Treat while still handling calls for service.
- Operation Safe Stop – October 23, 2024. No violations were observed.
- Deployed speed trailer on side streets to begin capturing data for targeted enforcement times.

# Incident List

ID	Description	Occurred ↑	Location	Status
P24356281	Phone Assignment Follow Up	10/04/2024	91 Pequea Avenue	Closed
P24356894	Assist EMS	10/04/2024	33 Vintage Lane	Closed
P24357053	Accident Hit & Run	10/04/2024	2500 BL Conestoga Avenue	Arrest Adult
P24358276	Damaged Road Sign	10/05/2024	Horseshoe Pike / Suplee Road	Closed
P24358401	Criminal Mischief	10/05/2024	Conestoga Avenue / Horseshoe	Verbal Warning
P24359146	Protection from Abuse Order (PFA)	10/07/2024		Closed
P24360591	DUI - Disturbance - Open Container	10/07/2024	2500 Conestoga Avenue	Arrest Adult
P24362707	Harassment	10/09/2024	4482 Horseshoe Pike	Closed
P24362785	Disturbance - Threatening Use a Firearm	10/09/2024	2560 Conestoga Avenue	Unfounded
P24363035	Panic Alarm	10/09/2024	1530 Walnut Road	Closed
P24364569	Wellbeing Check	10/10/2024	69 Vintage Lane	Closed
P24365741	Domestic	10/11/2024		Closed
P24366558	Phone Assignment	10/12/2024	91 Pequea Avenue	Closed
P24369426	Disturbance	10/14/2024	2502 Conestoga Avenue	Closed
P24369467	Stolen Vehicle - Recovered - Commercial Vehicle	10/14/2024	Pequea Avenue / Horseshoe Pl	Outside Agency
P24370730	Assist PSP ACCPD/Warrant	10/15/2024	3800 Horseshoe Pike	Closed
P24371972	Assist PSP w/Barricaded Subject	10/16/2024	528 N Manor Road	Closed
P24387691	Citizen Complaint	10/16/2024	2519 Conestoga Avenue	Closed
P24373445	Accident - Hit & Run	10/18/2024	4500 BI Horseshoe Pike	Open
P24374827	Domestic	10/18/2024		Verbal Warning
P24391862	Erratic driver	10/24/2024	Birdell Rd/Telegraph Road-Wes	Open
P24384317	Assist Caernarvon PD w/Shooting	10/26/2024	21 Misty Meadow Drive	Clear
P24387676	Citizen Complaint	10/27/2024	2519 Conestoga Avenue	Open
P24387146	Phone Assignment	10/28/2024	91 Pequa Avenue	Closed
P24387762	Noise Violation	10/28/2024	2519 Conestoga Avenue	Closed
P24388440	Traffic Hazard	10/29/2024	4500 BI Horseshoe Pike	Closed
P24389912	Wellbeing Check	10/30/2024	Horseshoe Pike / Wayne Avenue	Closed
P24389977	Loitering Complaint	10/30/2024	2504 Conestoga Avenue	Closed
P24389991	Phone Assignment	10/30/2024	91 Pequea Avenue	Closed
P24390011	Disturbance	10/30/2024	2519 Conestoga Avenue	Closed

# Incident List

ID	Description	Occurred ↑	Location	Status
P24390672	Disturbance	10/30/2024	4661 Horseshoe Pike	Closed-No Crime
P24391403	Erratic Driver	10/31/2024	Beaver Dam Road / Compass F	Clear
P24391658	Animal complaint	10/31/2024	IFO 411 Water Street	Open



# Pennsylvania State Police

Troop J, Embreeville  
997 Lieds Road  
Coatesville, PA 19320

Phone 610-486-6280  
Fax 610-486-6230

## October Monthly Stats – Honey Brook Borough – Municipal Code 405 From 10/1/2024 to 10/31/2024

Description	Number of Incidents
911 HANG UP CALL	1
ANIMAL LOST - FOUND	1
CRIMINAL MISCHIEF	1
DISTURBANCE/NOISE COMPLAINT	1
DEATH - NATURAL	1
DOMESTIC - OTHER	1
IDENTITY THEFT	1
LOST ITEM - NON NCIC	1
MVC - NON-REPORTABLE	2
REQUEST ASSIST - OTHER AGENCY	1
REQUEST ASSIST - LOCAL PD	1
REFER TO OTHER AGENCY - PD	1
VEHICLE REPOSSESSION	1
ROAD HAZARD - ANIMAL - DEBRIS	1
SEE OFFICER	2
SEX OFFENSE - SEXUAL ASSAULT	1
TERRORISTIC THREATS	1
THEFT	1
TRAFFIC VIOLATION - OTHER	1
WELFARE CHECK	1
	22

# Chester County Department of Emergency Services

## Year to Date Stats

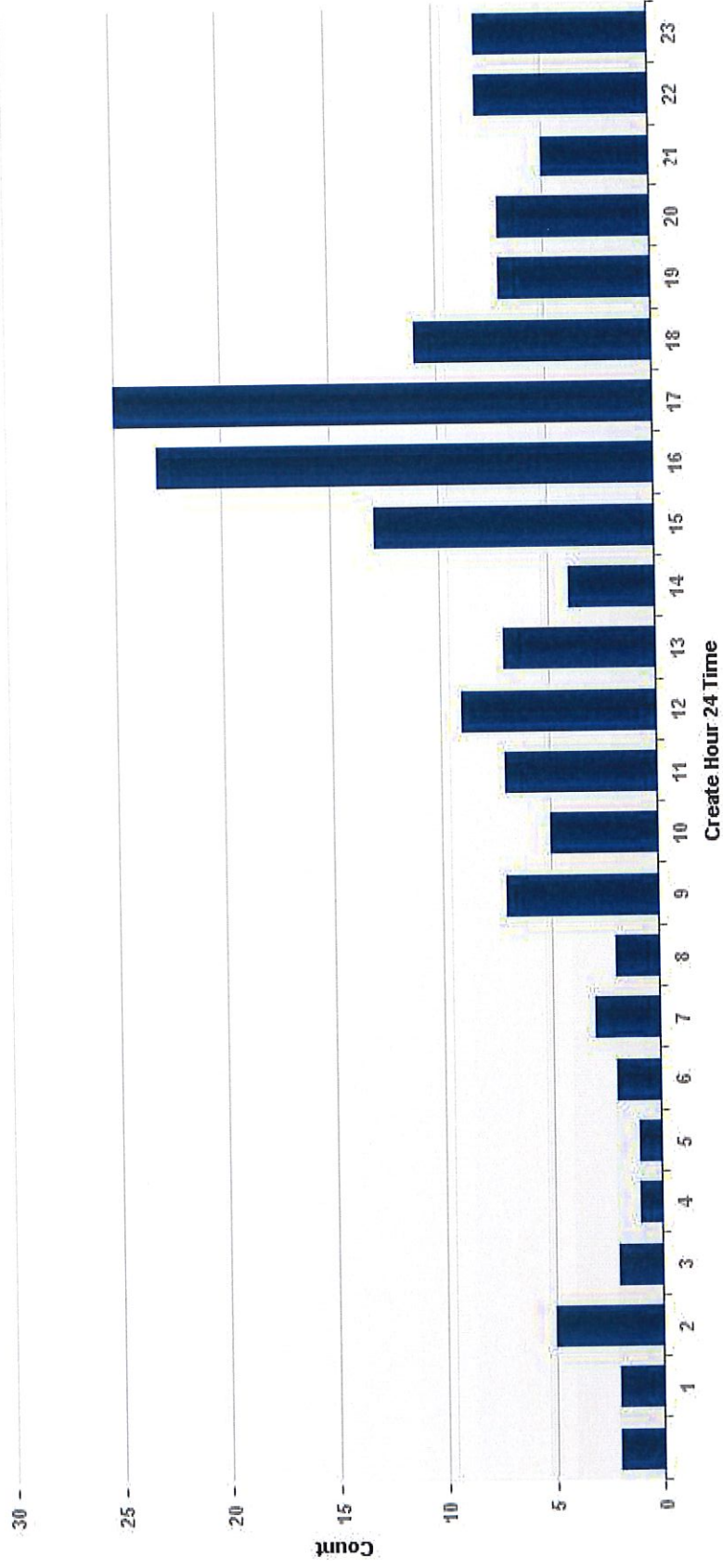
Month	Count
JANUARY	114
FEBRUARY	132
MARCH	145
APRIL	143
MAY	71
JUNE	89
JULY	99
AUGUST	102
SEPTEMBER	180
OCTOBER	166
<b>Year to Date Total:</b>	<b>1,241</b>

TOP Event Sub Type to Date	Count to Date
TRAFFIC STOP	385
PHONE ASSIGNMENT	142
PATROL CHECK - OUTSIDE AREAS	124
REPORT	45
DOMESTIC (JO/IP)	38
SPEED MONITORING	37
FIRE	25
DISTURBANCE (JO/IP)	24
PROPERTY DAMAGE	24
WELL-BEING CHECK	24
RESPIRATORY DIFFICULTY - ALS	23
TRAFFIC-GENERAL/HAZARDS (PD)	20

# Chester County Department of Emergency Services

## Monthly Event Count by Hour of the Day

Date Range: OCTOBER  
Total Events: 166



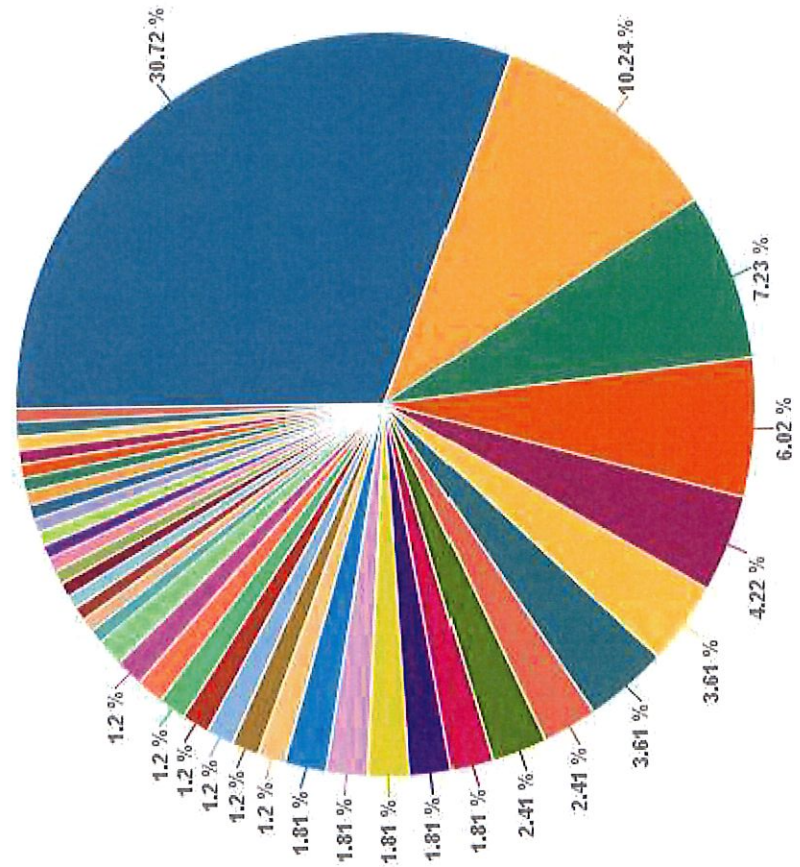
# Chester County Department of Emergency Services

## Monthly Event Count by All Sub Types

Date Range: OCTOBER  
 Total Events: 166

Event Type	Type	Count
POLICE	TSTOP	51
POLICE	PHONE	17
POLICE	PATCHK	12
POLICE	SPEEDCHK	10
POLICE	REPORT	7
POLICE	DOMESTI	6
POLICE	BUSINES	4
POLICE	ANIMAL	3
POLICE	WELLBNG	3
ACCIDENT	BLS	2
POLICE	DISTURB	2
POLICE	ERRATIC	2
ACCIDENT	HR	1
POLICE	DUI	1
POLICE	STVH	1

- TSTOP
- PHONE
- PATCHK
- SPEEDCHK
- REPORT
- ARESPOF
- DOMESTI
- BUSINES
- FIRE
- AHEART
- ANIMAL
- SCHCHK
- TRAFFIC
- WELLBNG
- BFALL
- BLS
- BOD
- CRIMMIS
- DISTURB
- ERRATIC
- ....



# Chester County Department of Emergency Services

## Monthly Event Count by All Sub Types

Event Type	Event Sub Types	Count
POLICE	TRAFFIC STOP	51
POLICE	PHONE ASSIGNMENT	17
POLICE	PATROL CHECK - OUTSIDE AREAS	12
POLICE	SPEED MONITORING	10
POLICE	REPORT	7
MEDICAL	RESPIRATORY DIFFICULTY - ALS	6
POLICE	DOMESTIC (JO/IP)	6
ALARM	FIRE	4
POLICE	BUSINESS CHECK	4
MEDICAL	HEART PROBLEMS - ALS	3
POLICE	ANIMAL COMPLAINT	3
POLICE	SCHOOL CHECK	3
POLICE	TRAFFIC-GENERAL/HAZARDS (PD)	3
POLICE	WELL-BEING CHECK	3
ACCIDENT	BLS	2
ACCIDENT	PROPERTY DAMAGE	2
MEDICAL	FALL / LIFT ASSIST - BLS	2
MEDICAL	OVERDOSE - BLS	2
POLICE	CRIM/MISCHIEF (JO/IP)	2
POLICE	DISTURBANCE (JO/IP)	2

# Chester County Department of Emergency Services

## Monthly Event Count by All Sub Types

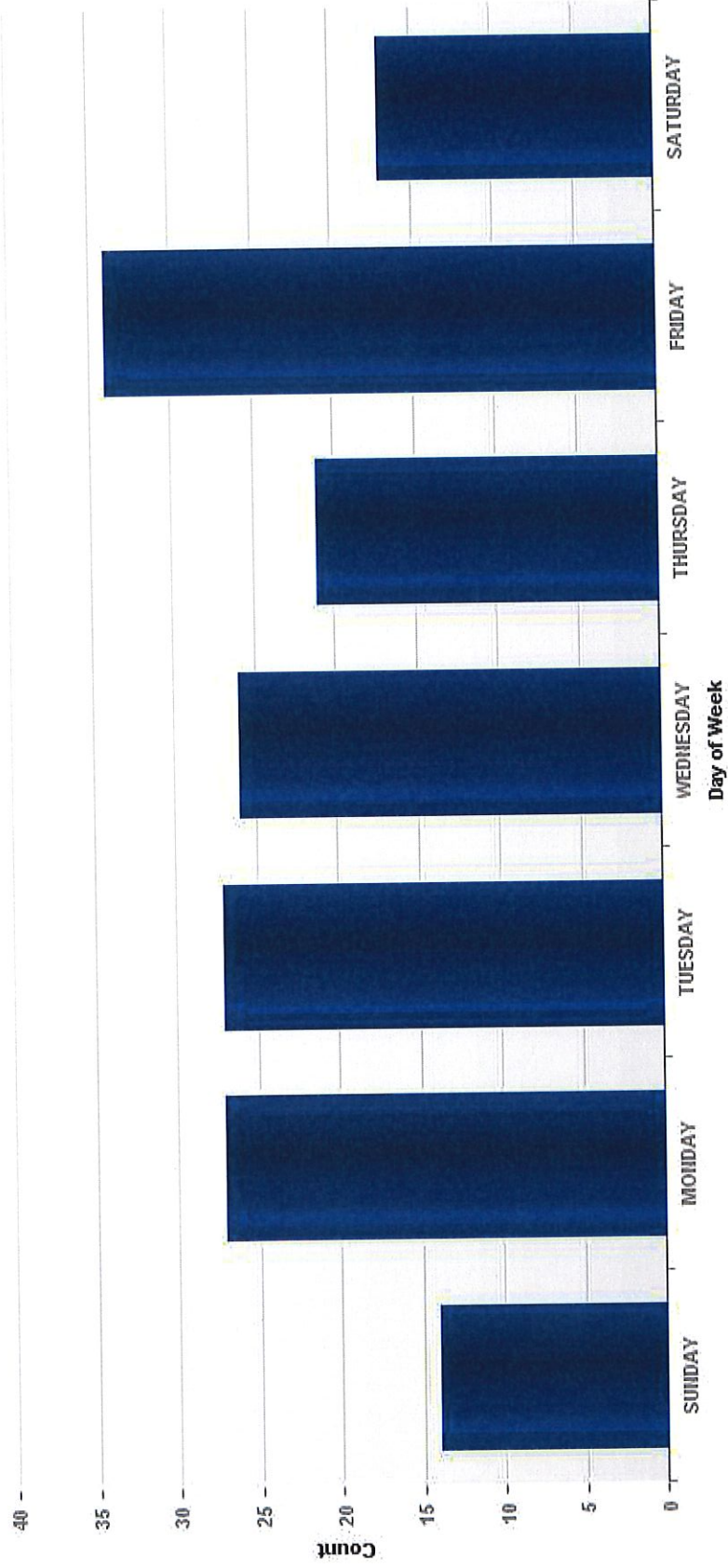
Event Type	Event Sub Types	Count
POLICE	ERRATIC DRIVER (JO/IP)	2
POLICE	NOISE COMPLAINT (JO/IP)	2
ACCIDENT	HIT & RUN NO INJURY	1
FIRE	BUILDING	1
MEDICAL	ABDOMINAL PAIN - ALS	1
MEDICAL	DOA - BLS	1
MEDICAL	EMOTIONAL DISORDER - BLS	1
MEDICAL	FALLS - ALS	1
MEDICAL	HYPO TENSION - ALS	1
MEDICAL	SEIZURES - ALS	1
MEDICAL	SICK PERSON - BLS	1
POLICE	ASSIST OTHER PD	1
POLICE	BACK-UP POLICE OFFICER	1
POLICE	DUI	1
POLICE	FIGHT (JO/IP)	1
POLICE	LOITERING(PERSON/GROUP)(JO/IP)	1
POLICE	REPOSESSION	1
POLICE	STOLEN VEHICLE (JO/IP)	1
POLICE	UNKNOWN TYPE	1
POLICE	WARRANT HIT / SERVICE	1

Run Date: 11/01/2024 06:04:43 AM

# Chester County Department of Emergency Services

## Monthly Event Count by Day of Week

Date Range: OCTOBER  
Total Events: 166

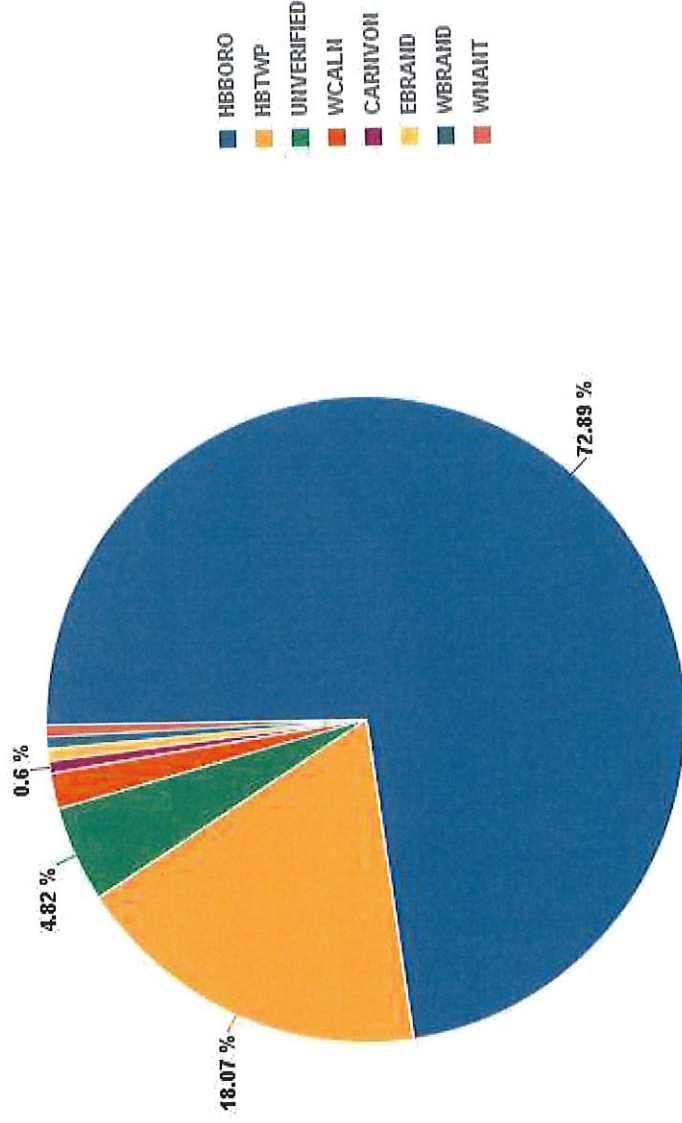


# Chester County Department of Emergency Services

## Monthly Event Count by Municipality

Date Range: OCTOBER  
 Total Events: 166

Event City	Count
HBBORO	121
HBTWP	30
UNVERIFIED	8
WCALN	3
CARNVON	1
EBRAND	1
WBRAND	1
WNANT	1
<b>Total:</b>	<b>166</b>



# HONEY BROOK BOROUGH

PUBLIC WORKS DEPARTMENT

NOVEMBER 18, 2024

PATCHED POT HOLES

PICKED UP SIGN ORDER

PAINTED END OF PAVILLION

WEEKLY MOW AND TRASH REMOVAL IN THE PARK

DELIVERED TRASH BAGS

GOT BOTH 550 TRUCKS INSPECTED

PUT SALT SPREADER ON TRUCK 3

310 MAPLE STREET ROAD OPENING FOR WATER LINE

INSPECTED 310 MAPLE STREET BACK FILL AND BLACK TOPPING OF ROAD CUT

GOT BOCCE COURTS READY FOR TOURNAMENT

DID SOME CRACK FILLING

GOT SPEED TRAILER READY TO GO FOR POLICE DEPARTMENT

BILL FORD

PUBLIC WORKS

## **HONEY BROOK BOROUGH**

**Code Enforcement Summary | 9/29/2024 – 10/26/2024**

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**Number of Building Permits Issued: 1**

**Total Construction Value: \$0.00**

**Residential Permits: 1**

**Non-Residential Permits: 0**

**New Home Permits: 0**

**Certificates of Occupancy Issued: 5**

**Building Inspections Performed: 7**

**Rental Inspections Performed: 0**

**Rental Certificates of Inspection Issued: 0 properties (0 units)**

**Property Maintenance Issues: 5**

**Zoning/Ordinance Enforcement Issues: 3**

**Compliance Achieved PM & Zoning: 3**

Honey Brook Borough - Permit Activity Report

For Dates: 09/29/2024 – 10/26/2024

Permit #	Owner	Improvement Value	Permit Fee	Address	Contractor	Phone Number	Type of Project
HB24-10-01B	Yard Scape Properties LLC	\$0.00	\$154.50	530 James St	Owner	484-798-8659	Demolition
		<b>Application Fee:</b>	\$150.00 Ck# 1007		<b>Balance of Fee:</b>	\$4.50 Cash	
		<b>Total for the period</b>	\$0.00			<b>Total Permits:</b>	1
		<b>PA UCC Fees</b>	\$4.50				
		<b>Subtotal of Fees</b>	\$150.00				
		<b>Net Municipality Income</b>	\$15.00				
		<b>Code Officer Permit Income</b>	\$135.00				

Subject Agenda Item

From hbbinfo <info@hbboro.net>

To Janis Rambo <secretary@hbboro.net>

Date Wednesday November 13, 2024 10:39:54 AM

Please add the following to the agenda for Monday's Council Meeting. I have received a couple of phone calls about returning unused green bags. Thanks

Discussion about residents wanting to return unused green bags.

Tricia Swinty  
Assistant Secretary  
Honey Brook Borough  
71 Pequea Avenue  
PO Box 249  
Honey Brook, PA 19344

Phone: 610-273-2020  
Email: info@hbboro.net  
Office Hours: M-W-F 8AM - 1PM

Subject: Agenda Item

From: hbbinfo <info@hbboro.net>

To: Janis Rambo <secretary@hbboro.net>

Date: Wednesday November 13, 2024 12:42:58 PM

For Monday's meeting:

Rental Property Fees - per apartment \$75, per single family dwelling \$100, reinspection fee \$35. Sharon from KMG is asking if these fees will stay the same. Also, need info for the following:

Multiunit rental - is there a flat fee for buildings with 1-5 apartments and 1-10 apartments? We charge \$35 per apartment.

Reinspection for 2nd or 3rd time - right now we charge \$35 per reinspection, do we want to discount this by \$10?

Tricia Swinty  
Assistant Secretary  
Honey Brook Borough  
71 Pequea Avenue  
PO Box 249  
Honey Brook, PA 19344

Phone: 610-273-2020  
Email: info@hbboro.net  
Office Hours: M-W-F 8AM - 1PM