

**HONEY BROOK BOROUGH COUNCIL  
FIRST MONTHLY MEETING  
SEPTEMBER 2, 2025**

The first monthly meeting of Honey Brook Borough Council was called to order by Council President Bill Ford at 7:02 p.m. at Borough Hall. All members were present except Matthew Halvorsen. Also in attendance were Christopher Falencki of McCarthy Engineering (Borough Engineer), Chief Calvin Wilson, and Borough Clerk Caroline Ameisen.

***Citizens Comments on Agenda Items***

Kevin Dougherty from Honey Brook Township Park & Rec asked about the status of the banner permit review. After confirming that all required documents were submitted, Ms. Hill made a motion to approve the banner, seconded by Ms. Leisey. The motion passed unanimously.

***Public Presentations***

Ryan Plank, Assistant Fire Chief of Honey Brook Fire Co. #1, asked Council to consider increased funding for HBFC in the 2026 Budget. He noted that a request letter had been sent by email to Mayor Halvorsen prior to the meeting but had not yet been shared. Council acknowledged the request and referred it to the Finance Committee for consideration during the next budget meeting.

***Approval of Previous Minutes***

Ms. Leisey made a motion, seconded by Mr. Florio, to approve the minutes from the August 18, 2025 meeting. The motion passed unanimously.

***Payment of Bills***

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

***Public Hearing – MS4 Plan***

Mr. Falencki opened the Public Hearing on the MS4 Report at 7:05 p.m. He read the advertisement and provided a brief overview. He then invited verbal and written public comments. Although residents were present, no comments were offered or submitted. Mr. Falencki reminded attendees that the public comment period remains open until September 17. The hearing was closed at 7:10 p.m.

***Engineer's Report***

- Planning – No updates.
- 310 Maple Street Stormwater Review – Final inspection scheduled for the week of September 8, 2025.

- Honey Brook Hardware – Site inspected.
- MS4 – Report on inspection provided; resolution and agreement with Township still require adoption.
- DCD CRP South Chestnut Street Grant – In 12-month maintenance period.
- LSA Grants (2023–2025) –
  - Ms. Cooper reported she had not yet been able to contact the solicitor regarding a required letter.
  - Mr. Falencki explained the Borough may reapply in November for grants not yet approved.
  - Mr. Ford requested consideration for grants to improve Water Street (between Maple and Walnut) and for the replacement of the water tower.
  - Ms. Hill made a motion to authorize Mr. Falencki to submit new applications and reapply for previous ones. Ms. Jenzano seconded. Motion passed unanimously.
- DCED Grant – Applied for reimbursement.
- Firehouse Lane & Post Office Paving – In 12-month maintenance period.
- Brandywine Conservancy – Response submitted.
- 4641 Horseshoe Pike Stormwater – Awaiting construction.
- PA Small Water Grant – Awaiting award notification.
- Park Street Paving – Pre-construction meeting held; work scheduled for September 15.

At this time, Mr. Falencki departed the meeting.

***Solicitor's Report***

Not in attendance.

***Communications/Secretary-Treasurer's Report***

No report

***President's Report***

Not report

***Mayor's Report***

No report

***Committee Reports***

- **Finance** – No report.
- **Police** – No report.
- **Public Works** – No report.
- **Code/Ordinance** – No report.
- **Planning Commission** – No meetings held in August or September.
- **COG** – Mr. Florio reported that all positions except Treasurer are open for nomination in November. A \$2,500 scholarship was awarded to Naomi Wright.

### ***Old Business***

Halloween Parade – Ms. Ameisen will contact the Lions Club for an updated certificate of insurance so the permit can be properly submitted to PennDOT. Mr. Kline offered assistance in recruiting volunteers for street closures and security.

Police Chief Contract – No update.

PTD eMail Accounts – Ms. Ameisen reported that email transfers are still in progress and should be resolved within a few weeks.

### ***New Business***

Park Rental Regulations – Mr. Ford recommended establishing a shorter approval timeframe for park reservations. Ms. Ameisen suggested 48 hours as a reasonable processing period, and Ms. Jenzano agreed.

### ***Public Presentations***

None

### ***Adjournment***

There being no further business, the meeting was adjourned at 8:10 p.m.

Janis A. Rambo  
Borough Secretary  
From notes taken by Caroline Ameisen, Borough Clerk