

**HONEY BROOK BOROUGH COUNCIL
FIRST MONTHLY MEETING
SEPTEMBER 3, 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 Mayor Halvorson. Also in attendance was Christopher Falencki of McCarthy Engineering, Borough Engineer.

Citizens Comments on Agenda Items

None

Approval of Previous Minutes

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

Payment of Bills

Mr. Jenzano made a motion, seconded by Mr. Florio, to pay bills as presented. The motion passed unanimously.

Public Presentations

None

Engineer's Report

310 Maple Street Stormwater Review – Ms. Jenzano made a motion, seconded by Ms. Hill, to authorize the Borough Engineer to contact Kraft Municipal Services and the owners of 310 Maple Street regarding the status of the stormwater review. The motion passed unanimously. Mr. Falencki will report the findings in his monthly report and eMail.

LSA Grant Applications – The upcoming grant round was discussed. Ms. Hill made a motion, seconded by Ms. Jenzano, to apply for two LSA grants in the upcoming grant round. The motion passed unanimously. Mr. Ford and Mr. Falencki will assess the need and potential projects to apply for.

Old Business

Discussion/consideration regarding banner program and banner fees – Mr. Ford contacted the banner company and they advised that that there was no set up fee. Resident Jim Mimm suggested that the banners start as you enter the enter the Borough to introduce the Hometown Heroes of the Borough and Township. It was noted that there will be a separate document created for the Township for banner requests. Ms. Cooper made a motion, seconded by Ms. Hill, to set the fee effective January 1, 2025, for \$250 per banner for Borough residents and \$300 per banner for Township residents. The motion passed unanimously.

Consideration regarding sidewalk maintenance - Mr. Ford stated that he obtained a second quote from Guidemark Inc. for the crosswalk in the amount of \$4,900. The prior quote obtained was from Lincoln Pavement – for the same scope of work – was \$13,500. Ms. Jenzano made a motion, seconded by Ms. Hill, to approve the quote from Guidemark Inc. for the crosswalk painting.

Discussion/status of Halloween Parade permit – Mr. Ford suggested that two permits be requested from PennDOT. The first permit would be the traditional parade route. The “Plan B” permit would be from the elementary school, across Walnut to Maple to Firehouse Lane. Plan B would require 14-17 fire police personnel; the traditional (Plan A) parade route would require 26 fire police. The permit deadline is September 6, 2024. Mr. Ford stated that he would apply for both permits noting that Plan A is preferred but requires 26 fire police. We would advise them which plan would be implemented when we can confirm how many fire police are confirmed. Mr. Mimm, representing the Lions Club, said that the Club would cover costs. The Borough stated that they would consider a donation towards the parade. Mr. Ford further stated that he would inquire how many fire police would be available at the County Fire Police meeting next Sunday.

Communications/Secretary-Treasurer’s Report

No report (not present)

President’s Report

No report

Mayor’s Report

Mayor Halverson was not in attendance.

Committee Reports

Finance – No report.

Park & Recreation – The next concert on September 15 in the park.

Public Works – No report

Code & Ordinance - No report

MS4 – No report

Personnel – No report

Police – No report

Trash – No report

COG – Ms. Hill reported that the September 25th meeting will be about zoning and representatives from COG members are free. The meeting will be held at the County Safety Training Center in South Coatesville starting at 6:00 p.m.

New Business

Consideration to authorize commitment letter for VPP Grant – As the application is prepared for the joint comprehensive plan update with Honey Brook Township, a commitment letter is required for the matching funds. The total update application amount is \$70,000, of which 40% of the costs (\$28,000) will be covered by Honey Brook Borough and Township as agreed upon with a 80%/20% share. Ms. Jenzano made a motion, seconded by Ms. Wadlinger, to authorize the commitment letter, as drafted, be signed by the Council President and submitted. The motion passed unanimously.

Other:

Request from Joannie LePage to reserve the pickleball courts on September 22 from 8:00 am to 11:00 am for a free tournament. It was noted that a *Park Reservation Form* should be completed and the \$50 fee and \$50 security be submitted to reserve. Ms. Jenzano stated that she would ensure the *Park Reservation Form* is updated to include the pickleball courts.

It was noted that during Harmony Days at 12:00 pm at the Firehouse, there will be a *Blanket of Honor Service* presentation.

Public Presentations

None

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

Janis A. Rambo, Borough Secretary
Prepared from notes taken by Sandy Cooper