# HONEY BROOK BOROUGH COUNCIL
# FIRST MONTHLY MEETING
# September 8, 2026

The first monthly meeting of Honey Brook Borough Council was called to order by Council President Jessica Florio at 7:00 p.m. at Borough Hall. All members were present. Also in attendance were Solicitor Kim Venzie; Chief Calvin Wilson; Officer Robert Klinger; and Bill Ford, Public Works Director.

***Public Hearing***

Ms. Florio turned the meeting over to Solicitor Venzie who, as advertised, opened a public hearing to hear comments on amending the Borough Code of Ordinance at Chapter 15 to include additional parking regulations and prohibitions in order to improve the health, safety, and welfare of Borough residents and the traveling public.

Sam Fisher, Arch Street, inquired if company vehicles that had their company name, phone number, etc. on the vehicle were exempt. There were questions regarding the definition of "advertising". Questions regarding ability to enforce were raised.

The hearing was closed.

***Citizens Comments on Agenda Items***
None

***Approval of Previous Minutes***

Ms. Jenzano made a motion, seconded by Ms. Kelly, to approve the minutes from the August 17, 2026, meeting. The motion passed with Ms. Cooper and Ms. Leisey abstaining as they did not attend the August 17 meeting.

***Payment of Bills***

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

***Engineer's Report***

Consideration of appointment of Borough Engineer – Mr. Burch made a motion, seconded by Ms. Cooper, to appoint Remington & Vernick Engineers (RVE) as Borough Engineer. The motion passed unanimously.

Discussion/consideration of engineering tasks due to transition of firms – Patrick Foley of RVE was present and various ongoing projects were discussed. The consensus was that McCarthy Engineers would finish the MS4 Report that is due at the end of September. The James Street project and LSA grant information should be turned over to the RVE. The Pine Street project is almost complete.

Joe Stauffer of 371 James Street was present and inquired who he should contact regarding a stormwater project that he has been working on through McCarthy Engineering. He noted that he recently received an updated review letter. Mr. Stauffer was asked to provide his information to Mr. Stauffer.

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

Ms. Rambo noted that the 2025 Audit is finally complete and copies were distributed to Council.

Consideration to approve the 2027 MMO or the uniform pension plan – Ms. Jenzano made a motion to approve the 2027 MMO for the Uniform Pension Plan. The motion was seconded by Ms. Cooper and passed unanimously.

***President's Report***
No report

***Mayor's Report***
Not in attendance

***Solicitor's Report***

Discussion/consideration to amend the Borough Code of Ordinance at Chapter 15 to include additional parking regulations and prohibitions in order to improve the health, safety, and welfare of Borough residents and the traveling public - .Following follow up remarks from the Public Hearing, Ms. Venzie requested guidance if consensus of Council wants to move on with additional work on the proposed ordinance. After additional discussion, Ms. Hill made a motion, seconded by Ms. Leisey, to remove the proposed ordinance from consideration. The motion passed unanimously.

Ms. Venzie recommended moving forward that Council should have discussion if Council is in favor of an ordinance before advertising.

***Committee Reports***

- **Finance** – It was noted that the budget process has begun.
- **Police** – Ms. Jenzano noted that the Committee met and one item discussed was the annual Toy Drive and changes with regards to the wrapping of the gifts.
- **Public Works** – It was noted that quotes were obtained for Spruce Street for oil and chip. Committee is looking at projects for next year's budget to include window replacement at Borough Hall.
- **Park & Recreation** – There is a concert this Sunday and the August concert that was canceled in August due to weather will be held on October 4 at 4:00 p.m.
- **Code/Ordinance** – No report/
- **Planning Commission** – No meeting held in August.
- **COG** – Mr. Florio distributed a report from the last COG meeting which was not an official meeting due to lack of quorum. It was noted that Borough Council members will rotate attending the meeting.

***Old Business***

Discussion/consideration regarding digital sign for Borough Hall – It was noted that prior to the meeting, KC Signs brought a sample to Borough Hall. An update quote will be received. Consideration is tabled until the next meeting.

Discussion/consideration regarding Great Valley Locksmith Inc. proposal to replace door at Annex with commercial door, electric panel bar, reverse door swing and install new open path card access that is part of Avigilion cameras for future integration to a 4-panel – Following some discussion, it was inquired if two additional quotes were obtained due to the monetary amount of the expenditure and it appears that Great Valley Locksmith's quote does not indicate they are a CoStars vendor. Two additional quotes were requested to be obtained for the next meeting where item will be back on the agenda.

Discussion/consideration to approve oil and chipping by Asphalt Industries for an approximate cost of $28,000 – Mr. Ford reviewed the quote for Spruce Street noting the proposal amount of $28,000 includes the fog coat with the double application. He noted that a quote was requested from Martin Paving who advised that they do not do this work this time of the year and AMS, who was requested for a proposal, did not respond. Mr. Burch made a motion, seconded by Ms. Hill, to accept Asphalt Industries proposal for Spruce Street oil and chip in the amount of $28,000. The motion passed unanimously.

Discussion/consideration regarding Halloween Parade permit for Lion's Club – It was noted that an updated Certificate of Insurance was received. The Borough will process the application. It was noted in the future if Administration had all information necessary, it did not need to come back to Council.

***New Business***

Discussion/consideration if the Borough would like to make party to the upcoming zoning hearing for Amos Lapp for the property located at 4651 Horseshoe Pike – The consensus was not to make party or take a position.

Discussion/Consideration regarding Yard Sale permit – It was noted that there is a discrepancy in the wording in the fee schedule and our ordinance. The wording in the fee schedule could be interpreted that a permit could be used for one day and the second day could be used in the future. Wording in fee schedule will be corrected.

***Public Presentations***

Sam Fisher suggested that the Toy Drive wrapping could be done by possibly a Girl Scout troop or residents of Tel Hai. He also asked for the interim if a generic door could be installed at the Annex.

Waynebrook Village HOA President noted that following the August 20 storm, there was a lot of water and thought that perhaps a drain may be clogged. Ms. Florio stated that she would look into it.

At this time, Officer Klinger advised that Great Valley Locksmith had provided him with a revised quote including their CoStar contract number. Ms. Jenzano made a motion, seconded by Ms. Kelly, to accept the quote from Great Valley Locksmith in the amount of $17,855.82 for the door and installation at the Annex Building under CoStars Contract 008-E-3-1070. The motion passed unanimously.

It was also noted that Officer Brian Hughes retired from his fulltime position with East Whiteland and congratulated him on this occasion.

***Adjournment***

There being no further business, Ms. Jenzano made a motion, second by Ms. Leisey, to adjourn into Executive Session for matters of real estate and noted that the meeting would not be reopened. The motion passed unanimously.

Janis A. Rambo
Borough Secretary