

**HONEY BROOK BOROUGH COUNCIL  
FIRST MONTHLY MEETING  
FEBRUARY 2, 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 Jim McCarthy of McCarthy Engineering (Borough Engineer); Solicitor Kim Venzie; Chief Calvin Wilson; Bill Ford, Public Works Director; and Borough Clerk Caroline Ameisen.

***Citizens Comments on Agenda Items***

None

***Public Presentations***

None

***Approval of Previous Minutes***

Ms. Hill made a motion, seconded by Mr. Burch, to approve the minutes from the January 19, 2026, meeting. The motion passed unanimously.

***Payment of Bills***

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

***Engineer's Report***

Mr. McCarthy gave an update on the LSA grant procurement for the generators and propane and the radios. It was noted that the radios will go out on bid next week. Mr. Ford questioned the number of radios to be purchased as the grant is for \$76,000 and the proposed number in the bid may exceed the grant award. Mr. McCarthy stated that they can adjust the bid document to include a price per radio.

The outstanding As Builts for 310 Maple Street were discussed. Council concurred and requested McCarthy Engineering send a letter to the property owner that if we do not have the As Builts by March 3 that a formal Notice of Violation will be issued.

***Solicitor's Report***

No report

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

Treasurer reported that Ms. Florio, Ms. Cooper, and she were at S&T Bank completing paperwork for the new signature cards for the accounts. It was noted that the Borough has a General Fund Money Market account with an approximate balance of \$13,000. At one time, the bulk of this account was moved into a CD. The Borough also has their Capital Reserve Money

Market account with an approximate balance of \$348,000. The funds in the General Fund Money Market Account were transferred to the Capital Reserve Money Market which will be one less account that needs to be reconciled and audited. It was request that Council would ratify the transfer of funds and the closing of the General Fund Revenue Account. Ms. Hill made a motion, seconded by Ms. Cooper, to ratify the transfer of funds from the General Fund Money Market account to the Capital Reserve Money Market Account and to close the General Fund Money Market account. The motion passed unanimously.

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

Ms. Florio noted that she, Mayor Halvorsen, Chief Wilson, and Solicitor Venzie met with the Constable as requested. The constable stated that his ICE agreement is on hold. It was requested that he provide the Borough with a copy of the paperwork confirming it is on hold; to date that has not been received. At the meeting, it was reviewed what the duties of a constable are and that he has no police authority.

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

No report

### ***Committee Reports***

- **Finance** – No report.
- **Police** – Committee met last week.
- **Public Works** – Mr. Burch advised that he had a tour of the Borough with Public Works Director Bill Ford.
- **Code/Ordinance** – No report.
- **Planning Commission** – No meeting held in January.
- **COG** – No report

### ***Old Business***

Discussion/consideration regarding Huntress Anti-Virus Software Change – Ms. Rambo suggested that Council approve as we do not know how much longer Custom Computer will be utilizing the A/V Trend and that the police converted several weeks ago. Ms. Cooper made a motion, seconded by Ms. Leisey, to approve Custom Computer's proposal to proceed with the Huntress Anti-Virus Software at a cost of \$100 plus the recurring \$22 monthly charge. The motion passed unanimously.

AED – Mayor Halvorsen stated that perhaps a year ago or so that he suggested that an AED should be at Borough Hall; however, the expense was not turned in to put in the 2026 Budget. As the item was not on the agenda, it will be on the next agenda for consideration. It was asked if we knew where in the budget it could come out of, Ms. Rambo suggested that perhaps it could come out of the donation funding from the Chester County Solid Waste Authority. She noted that although the annual donation is earmarked for the police department, the original CCSWA donation to the Borough was for AEDs many years ago.

### ***New Business***

Ms. Jenzano noted that she saw in the *Borough News* a grant that she is going to look into for park equipment as she believes the tot lot will soon need updating.

Ms. Ameisen noted that the Honey Brook Partnership will be doing the Sweatwater Run again on 2026 as part of Harmony Day. The 250<sup>th</sup> Committee has reached out to the Legion and Lions Club for coordination and several individuals have expressed an interest to help. The Partnership is also interested in contributing to the Borough's banner program.

M&T Bank will be holding a ribbon cutting for the renovation of the interior of the bank on March 26 at noon.

***Public Presentations***

None

***Adjournment***

There being no further business, the meeting was adjourned at 7:37 p.m.

Janis A. Rambo  
Borough Secretary