HONEY BROOK BOROUGH COUNCIL
FIRST MONTHLY MEETING
AUGUST 3, 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 answered Roll Call except Mayor Halvorsen. Also in attendance were Cody Wendtland of McCarthy Engineering (Borough Engineer); Solicitor Kim Venzie; Chief Calvin Wilson; Bill Ford, Public Works Director; and Borough Clerk Tami Wilkey.

Announcement of Council Meetings – Ms. Florio announced that Borough Council met in an Executive Session on July 20, 2026, at 7:00 p.m. regarding personnel.

Citizens Comments on Agenda Items
None

Approval of Previous Minutes

Ms. Leisey made a motion, seconded by Ms. Kelly, to approve the minutes from the July 13, 2026 meeting. The motion passed with Ms. Jenzano and Mr. Burch abstaining as they were not in attendance.

Payment of Bills

Treasurer requested that the following invoices be added for payment:

PP&L (street lights)	$2,701.69	State Fund
CourseVector (website hosting)	$739.00	General Fund
Informant (police program)	$2,700.00	General Fund
Rhoads Energy (fuel)	$1,048.89	General Fund

Ms. Leisey made a motion, seconded by Ms. Cooper, to approve the bills as presented and to include the four additional invoices. The motion passed unanimously.

Engineer's Report

Mr. Wendtland noted that a pre-meeting was held with Longs Asphalt and that McCarthy Engineering is working on the PA DCED grant for streetscapes. He noted that a Resolution will need to be adopted by Council at the next meeting.

Discussion/consideration regarding Pine Street Paving bid review and contract award – The bid tabulation for the Pine Street Paving project was reviewed. (Addendum A) Ms. Hill made a motion, seconded by Mr. Burch, to award the Pine Street Paving Project to Long's Asphalt Inc. in the amount of $69,627.00. The motion passed unanimously.

Mr. Wendtland noted that the James Street Project is in design. He also confirmed the GTRP grant application for park playground equipment was submitted.

Communications/Secretary-Treasurer's Report

Ms. Rambo noted that at the beginning of the year the Honey Brook Borough Authority provided the Borough with a proposed lease and a committee was formed but no meetings to review has been set. She questioned if Council wanted to review or if they have no interest, she felt a response should be sent to the Authority. After discussion, it was noted that Ms. Venzie will reach out to the Authority's solicitor, Helen Esbenshade.

President's Report

Ms. Florio welcomed and introduced Tami Wilkey, Borough Clerk.

Mayor's Report
Not in attendance

Solicitor's Report
No report

Committee Reports

- **Finance** – Treasurer will draft a proposed budget scheduled.
- **Police** – No report
- **Public Works** – The curb line painter was fixed.
- **Park & Recreation** – Concert will be held August 16.
- **Code/Ordinance** – Vehicle parking ordinance will be reviewed at the next meeting.
- **Personnel** – No report
- **Planning Commission** – no report
- **Joint Comprehensive Plan Meeting** – Meeting was held last week.
- **COG** – Ms. Venzie stated that her office is working on streamlining the UCC Board of Appeals process.

Old Business

Ratification of hiring of Tami Wilkey as Borough Clerk – Ms. Hill made a motion, seconded by Ms. Jenzano, to ratify the hiring of Tami Wilkey as Borough Clerk effective. July 20, 2026. The motion passed unanimously.

Ratification of painting of cross walks at 322/10 at a price of $8,000 – Mr. Ford noted the price he believes is $1,155. Mr. Burch made a motion, seconded by Ms. Hill, to approve the painting of cross walks at a cost up to $8,200. The motion passed unanimously.

New Business

Discussion/consideration for maintenance agreements for the generators – Mr. Ford reviewed maintenance agreements for the three generators. Ms. Hill made a motion, seconded by Ms. Kelly, to authorize the generator maintenance agreements at a total cost of $1,300/$1,400 for two inspections per year. The motion passed unanimously.

Consideration regarding Halloween Parade authorizations – It was noted that Lions' Club has submitted their application; however, no action is needed at this time as we are too far out to submitted to PennDOT.

Public Comment

There was discussion of parking on public streets without inspection or registration. Chief Wilson reviewed.

Honey Brook Community Library provided an update of activities at the library and again thanked the Borough for their donations and their contribution towards the ongoing capital campaign.

Caroline Ameisen inquired if there is anything new regarding ebikes. Chief Wilson reviewed what is required but expects that new legislation will be coming out at some point as incidents and including two recent fatalities in our area are increasing.

Bob Shoemaker thanked Borough Council the lines being done.

Sam Fisher noted that it was a 55-gallon drum, not 5 gallons, that he commented on at the last meeting; however, he said it was gone today.

It was noted that the annual Veterans' program will be held on November 8. The Borough representatives will be Ron Barrage and David Miller.

It was noted that the *National Night Out* would be held on Friday, August 7.

Adjournment

There being no further business, the meeting was adjourned at 7:57 p.m. and it was announced Council would be going into Executive Session.

Janis A. Rambo
Borough Secretary