

**HONEY BROOK BOROUGH COUNCIL  
SECOND MONTHLY MEETING  
FEBRUARY 16, 2026**

The first Monthly Meeting of Honey Brook Borough Council was called to order by Council President Jessica Florio at 7:00 p.m. The meeting was held at Borough Hall and all members answered Roll Call except Sandy Cooper. Also in attendance were Joe Boulanger, Zoning/Code/Building Official; Chief Calvin Wilson; Public Works Director Bill Ford; 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 Ms. Kelly, to approve the minutes from the January 19, 2026, meeting. The motion passed unanimously.

***Payment of Bills***

After discussion regarding the invoice from McCarthy Engineering for LSA bidding support, Ms. Hill made a motion, seconded by Ms. Jenzano, to approve the list of bills presented for payment. The motion passed unanimously.

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

Ms. Rambo requested authorization to open a Fire Tax Fund checking account at S&T Bank and authorization to deposit \$500 into the account, which will be reimbursed to the general fund after real estate tax deposit. Ms. Kelly made a motion, seconded by Ms. Hill, to authorize the opening of a Fire Tax Fund checking account at S&T Bank and an initial deposit of \$500 to open the account.

***President's Report***

None

***Mayor's Report***

Mayor Halvorsen reported he has a friend, Mark Davis, who owns an IT support company. Mr. Davis has provided the Borough a quote.

It was also discussed that the battery purchased from Amazon for the administration server backup was received but no one was comfortable swapping it out. It was the consensus of Council to return the battery to Amazon and purchase from Custom Computer and have them install it.

### ***Department Reports***

Finance – The Treasurer’s Report for the month ending January 30, 2026, and Balance Sheet were distributed.

Police – Chief Wilson distributed the monthly report.

Public Works – Monthly report was distributed. Mr. Ford stated that the Cahill Circle HOA needs to be contacted as they keep pushing the snow out onto the Borough streets. Ms. Florio stated that she would contact them.

Code and Ordinance – The monthly report was distributed. Mr. Boulanger advised that they have received complaints that the elevator at the Waynebrook Inn/Long Way Home has not been functional for a while. They will be issuing a Notice of Violation. Mr. Boulanger also noted that they issued six citations for not shoveling the sidewalks and asked for the maximum penalty. He noted that once at the hearing, they will request to the Judge that the fine be lowered.

Planning Commission – There was no meeting in January.

### ***Old Business***

Consideration/discussion regarding digital sign – Mayor Halvorsen stated that he had a conversation with Honey Brook Township Manager Warren Olenski who inquired if the Borough would be interested in sharing a digital sign with the location on 322, a site to be determined. There was no interest from Council. Bill Ford stated they are expecting some information from W.J. Strickler to compare with the other quote obtained.

Discussion/consideration regarding AED for Borough Hall - Chief distributed a quote from SafetyMed for an AED in the amount of \$2,048.95. Ms. Jenzano made a motion, seconded by Ms. Kelly, to purchase the AED from SafetyMed in the amount of \$2,048.95 with the expenditure coming out of the Police Donation Fund.

Computer Service Quote – It was noted that a quote from HelpNow was received late Friday afternoon. A comparison of the costs with Custom Computer has not been pulled and it was noted that they bill monthly services under Custom Computer, PA Backup, IManaged, and some expenses for Microsoft recurring costs are linked to the Borough’s debit card. Members of Council asked if Custom Computer could compile an itemized list of all the operating fees.

### ***New Business***

Discussion/consideration regarding cost of mailers for Joint Comprehensive Plan – Mayor Halvorsen said he did not receive the information from Honey Brook Township's Manager regarding the split of costs to mail the survey. Mr. Ford noted that the cheapest way would be to do a EDDM, which would go to all 7 routes which is the format the Borough uses for the Newsletters. It was asked to be placed back on the next meeting agenda.

Consideration to approve Caroline Ameisen to attend PSAB annual conference – Ms. Leisey made a motion, seconded by Mr. Burch, to approve the registration fee and hotel for Ms. Ameisen to attend the PSAB annual conference in May. Ms. Jenzano commented that she believes the conference is typically geared toward elected officials and higher-level appointed officials. Ms. Florio noted that she believed training received could help her in job. The motion passed unanimously.

### ***Public Presentations***

Mr. Ford noted that Street Sweeping would be held on April 22.

There being no further business, the meeting was adjourned at 7:53 p.m.

Janis A. Rambo, Borough Secretary