

**HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
JULY 21, 2025**

The Second Monthly Meeting of Honey Brook Borough Council was called to order by Council President Bill Ford at 7:04 p.m. The meeting was held at Borough Hall and all members answered Roll Call except Sandra Cooper. Also in attendance were Kimberly Venzie, Borough Solicitor; Chief Calvin Wilson; Joe Boulanger, Code/Zoning/Building Official; and Caroline Ameisen, Borough Clerk.

Mr. Ford announced that Council was in Executive Session beginning at 6:00 p.m. regarding matters of personnel.

Citizens Comments on Agenda Items

None.

Public Presentations

Harry Griffith of 421 Water Street noted parking issues on Water Street and inquired where you can and can't park. Bill Ford stated that he would look at the ordinance.

Mr. Kauffman, property owner of 80 Supplee Road, discussed his options for installing a parking lot on his property. Ms. Venzie noted that she and Borough Staff have outlined what is necessary for submission to include lot consolidation and land development. She also noted that there could be challenges to install on the Borough lot as it would be right behind a row of homes and suggested he look at the open property that is within the Township as the property is in both municipalities. Mr. Kauffman asked if Council would waive land development; Ms. Venzie stated that would be unlikely.

Approval of Previous Minutes

Ms. Leisey made a motion, seconded by Mr. Florio, to approve minutes from the July 7, 2024, meeting. The motion passed unanimously.

Payment of Bills

An additional invoices was requested to be added to the list: MES Service Company in the amount of \$3,499.05. It was noted that this was the invoice for hoses for the fire company which Council previously opted to purchase from the fire company capital reserve. Ms. Hill made a motion, seconded by Mr. Florio, to authorize payment of bills as presented including the payment to MES Service Company. The motion passed unanimously.

Communications/Secretary's Report

None

President's Report

Mr. Ford reported that he will be purchasing paint for the crosswalks and that he signed the contract with Long's Asphalt for the Park Street Project.

Mayor's Report

Mayor Halverson reported Katie Muth's office has been in touch advising that they are still waiting for PennDOT to get back to them following the joint meeting earlier this summer.

Mayor noted that the Police Committee Meeting will be canceled.

Solicitor's Report

Ms. Venzie noted that the former Grenda properties look good and if there are other properties that it is known that the owners are deceased or property is abandoned to advise as they may be eligible for conservatorship.

Monthly Reports

Treasurer's & Tax Collector's Report – The Treasurer's Report of June 30, 2025, was distributed. It was noted that the Borough received the CCSWA second quarter donation.

Police Report – The monthly report was distributed to Council and reviewed. There was discussion regarding dogs in the park and owners not cleaning up after them. Mr. Ford stated it is posted no dogs but the ordinance will be reviewed.

Public Works Report – Mr. Ford stated that they are addressing sink holes and that the traffic light needed new batteries.

Codes/Building/Zoning Officer's Report – Monthly report was distributed to Council. Mr. Boulanger stated that they followed up on complaints and concerns from the last meeting. He noted that the pool would require a fence as per our ordinance but for the remainder of this season the property owners were requested to ensure that the ladder was not left in the pool when not in use. He noted that the Maple Street trash complaint was for not putting the trash in cans. The Park Street issue was for a retaining wall that they cut 10" into the retaining wall and another property.

Planning Commission Report – There was no meeting this month.

Old/Pending Business

Honey Brook Community Partnership – Ms. Ameisen reported on the July meeting that she attended which centered on the upcoming Harmony Day which will include the 5K run and other events hosted by other businesses such as a barbeque at the Howell Lodge; concert at the Gateway Baptist Church; and shredding event. It was asked if the Borough will waive the yard

sale permit fee for the day. Chief Wilson noted it is very hard to police if someone has a permit or not. It was the consensus of Council not to waive the fee. There was also a request if the Borough would waive the fee for a pickle ball tournament which Council also was not in favor of doing. It was noted that there would be a free clinic after the tournament and perhaps that would be an opportunity for the Borough to make some sort of in kind donation.

Consideration regarding Police Chief Agreement – Ms. Hill made a motion, seconded by Ms. Leisey, to extend the Employment Agreement with Chief Wilson to the first meeting in October. The motion passed unanimously.

New Business

Discussion/Consideration to consider an engagement agreement with Eckert Seamans for labor counsel – Ms. Wadlinger made a motion, seconded by Ms. Leisey, to table signing an engagement letter with Eckert Seamans. The motion passed unanimously.

It was noted that the Borough eMail may go down a few hours next week during the conversion to Microsoft 365.

Public Presentations - None

There being no further business, the meeting was properly adjourned at 8:06 p.m. Council entered an Executive Session to discuss personnel.

Janis A. Rambo, Borough Secretary