HONEY BROOK BOROUGH COUNCIL
SECOND MONTHLY MEETING
OCTOBER 19, 2026

The 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 Ms. Hill. Also in attendance were Chief Calvin Wilson; Joe Boulanger, Building/Zoning/Code Officer and Tami Wilkey, Borough Clerk.

Citizens Comments on Agenda Items
None

Approval of Previous Minutes

Ms. Kelly made a motion, seconded by Ms. Cooper, to approve minutes from the October 5, 2026, meeting. The motion passed with Ms. Jenzano and Ms. Leisey abstaining as they did not attend the October 5 meeting.

Payment of Bills

Ms. Florio advised that upon reviewing invoices and signing checks, she did not sign the check for McCarthy Engineering as they still owe us transition paperwork.

Ms. Leisey made a motion, seconded by Ms. Jenzano, to authorize payment of the bills as presented with the exception of McCarthy Engineers' invoices. The motion passed unanimously.

Secretary/Treasurer's Report

The Treasurer's report for the month ending September 30. 2026 was distributed.

President's Report
No report

Mayor's Report
No report

Monthly Reports

Treasurer's Report – It was noted that budget meetings will be starting with the first meeting scheduled for October 21.

Police Report – The monthly report was distributed to Council.

Public Works Report – The Public Works report for September was distributed to Council.

Codes/Building/Zoning Officer's Report – Monthly report was distributed to Council. A property with tall grass was discussed for non-compliance.

Planning Commission Report – There was no meeting in September.

Joint Comprehensive Plan Task Force – No updates.

Old/Pending Business

Consideration of RVE Proposal for 2026 DCED LSA Grant Application Services– Council reviewed the proposal from Remington & Vernick Engineers to prepare the LSA grant application for police department renovations in the amount of $8,850.00. After review of the proposal scope and timeframe, Ms. Cooper made a motion, seconded by Ms. Jenzano, to accept RVE's proposal to prepare and submit the 2026 LSA grant application for the police department renovations. The motion passed unanimously.

New Business

Discussion/consideration regarding registration for PSAB's Municipal Secretary & Administrator online course for Tami Wilkey – Information was provided that PSAB was running their Municipal Secretary/Administrator Course online over five, hour and a half sessions online for $150. Ms. Leisey made a motion, second by Ms. Jenzano to approve the registration for Ms. Wilkey to register for the PSAB Municipal Secretary/Administrator course. The motion passed unanimously.

Consideration for Council to be judges at the Halloween parade – It was noted that six representatives of Borough Council, including former Borough Clerk Tricia Swinty, would judge the annal Halloween parade.

Discussion/consideration for reinspection fee waiver for 275 Park Street – Prior to transfer, during the resale U&O inspection, the inspection failed. They were provided with a temporary certificate. The seller was instructed to provide the information to the buyer so the property could transfer noting that the deficiencies must be corrected and reinspected. Our fee schedule requires a $50 reinspection fee. The new property owners have asked that the fee be waived. The consensus of Council was not to waive the fee.

Public Comment

Sam Fisher noted that he again noticed a 55-gallon drum of oil, mops and rags at the Express gas station. Mr. Fisher also asked if the Borough was planning to sell the old letters from the message board when the new digital sign is installed.

There being no further business, the meeting was properly adjourned at 7:26 p.m.

Janis A. Rambo, Borough Secretary