

**HONEY BROOK BOROUGH COUNCIL
FIRST MONTHLY MEETING
OCTOBER 6, 2025**

The first monthly meeting of Honey Brook Borough Council was called to order by Council President Bill Ford at 7:00 p.m. at Borough Hall. All members were present except Alyson Leisey and Mayor Matthew Halvorsen. Also in attendance were Christopher Falencki of McCarthy Engineering (Borough Engineer), Solicitor Kim Venzie; Chief Calvin Wilson, and Borough Clerk Caroline Ameisen.

Citizens Comments on Agenda Items

None.

Approval of Previous Minutes

Ms. Cooper made a motion, seconded by Mr. Florio, to approve the minutes from the September 15, 2025 meeting. The motion passed unanimously.

Payment of Bills

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

Engineer's Report

MS4 – Mr. Falencki reported that we received confirmation that the MS4 permit was approved. Council's next step is to appoint a Committee.

310 Maple Street – Mr. Falencki reported that everything has passed but the As Built plan has not been received. Ms. Rambo noted that the professional fee escrow balance has been paid in full for invoices to date. Mr. Falencki stated that they will have one more invoice for a recent inspection but he can forward it now instead of waiting until the end of October.

LSA Grant – Mr. Falencki stated he continues to work on the bidding documents for the propane tank and radios.

Maintenance Period – Mr. Falencki noted that the 12-month maintenance period for Firehouse Lane Paving project, Post Office Paving project, and the South Chestnut Street project has been closed out.

Park Street Paving – Mr. Falencki stated that Payment Invoice 1/Final has been submitted and he recommends payment in the amount of \$86,101.80 to Long's Asphalt. Based on the Township Engineer's recommendation, Ms. Cooper made a motion, seconded by Ms. Hill, to authorize payment to Long's Asphalt in the amount of \$86,101.80. The motion passed unanimously.

Mr. Falencki noted that no plans have come in for Planning Commission review, so the meeting will be canceled.

At this time, Mr. Falencki departed the meeting.

Solicitor's Report

Ms. Venzie reported that she is starting work on a property issue that has been brought to her attention.

Old Business

Discussion/consideration regarding Police Chief Contract – Ms. Jenzano made a motion, seconded by Mr. Florio, to approve the Employment Agreement with Chief Calvin Wilson. The motion passed unanimously.

Discussion/consideration regarding draft Park Ordinance Amendment and authorization to send for Solicitor for review and advertisement – Ms. Cooper review a proposed ordinance regulating activities in the park as proposed by the Ordinance Committee. After review, it was the consensus of Council to review and as appropriate advertise for adoption.

Discussion/consideration regarding Honey Brook Lions Club Halloween Parade and donation towards gift card purchase for fire police – Mr. Ford inquired what the plan is should there not be enough personnel for detour. It was discussed that it would be commended to the Lions Club that the “Plan B” that was discussed last year would need to be used as the parade route. It was noted that the Lions Club is taking care of the gift cards.

Secretary/Treasurer's Report

No report

President's Report

No report

Mayor's Report

No report

Committee Reports

- **Finance** – 2026 Budget is being worked on with first committee meeting coming up.
- **Police** – No report.
- **Public Works** – It was reported that the CoStars unit price went up for 2025/26 season.
- **Code/Ordinance** – No report.
- **Planning Commission** – No meeting held in September.
- **COG** – Mr. Florio reported on the September meeting.

New Business

Discussion/consideration to acknowledge resignation of Christopher Beiler from the Zoning Hearing Board – It was noted that Mr. Beiler advised that he is no longer a Borough resident and therefore cannot serve on the Board. Ms. Jenzano made a motion, seconded by Ms. Cooper, to accept the resignation of Christopher Beiler from the zoning hearing board and declare the seat open. The motion passed unanimously.

Consideration to appoint a resident to the Zoning Hearing Board to fill vacancy – Ms. Hill made a motion, to appoint Thomas Richards to fill the vacant seat on the zoning hearing board. Mr. Florio seconded the motion. The motion passed with Ms. Jenzano abstaining as Mr. Richards is her spouse.

There was discussion relative to a Committee²⁵⁰ being formed.

Council announced that the October 20, 2025 meeting will be canceled due to the Halloween Parade.

Public Presentations

None

Adjournment

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

Janis A. Rambo
Borough Secretary