

**HONEY BROOK BOROUGH COUNCIL  
SECOND MONTHLY MEETING  
September 16, 2024**

The first Monthly Meeting of Honey Brook Borough Council was called to order by Council President Bill Ford at 7:00 p.m. The meeting was held at Borough Hall and all members answered Roll Call. Also in attendance were Acting Chief Robert Herzog.

***Citizens Comments on Agenda Items***

None

***Public Presentations***

Don and Sue Brown were present regarding a proposed subdivision plan that at one time was approved in the early 1990s but never got recorded. He stated with the proposed work on Chestnut Street which included sidewalks, he wanted to be able to get driveway cuts and sewer and water laterals on what would be the new lot installed so he would not need to repair the sidewalks, etc., if installation was after the fact. Ms. Venzie stated that she did not believe permits could be issued for the water and sewer laterals without the subdivision and review the process for submission of a subdivision plan. It was noted that at this point they would be too late to be on the September Planning Commission agenda.

***Approval of Previous Minutes***

Ms. Jenzano made a motion, seconded by Ms. Cooper, to approve the minutes from the September 3, 2024, meeting. The motion passed unanimously.

***Payment of Bills***

Ms. Jenzano made a motion, seconded by Mr. Florio, to approve the list of bills presented for payment. The motion passed unanimously.

***Communications/Secretary's Report***

Consideration to approve the 2025 Minimum Municipal Obligation – Ms. Rambo reviewed the proposed 2025 MMO for the police pension. Ms. Jenzano made a motion, seconded by Mr. Florio, to approve the 2025 MMO for the Police Pension Fund. The motion passed unanimously.

***President's Report***

No report.

## ***Mayor's Report***

Mayor Halvorsen advised that there have been many complements on the Police Department following the school buses during the first week of school reopening.

## ***Solicitor's Report***

Discussion/consideration regarding Right to Know Policy – Ms. Venzie reviewed the reason to ensure the Borough's policy is up to date and stated that requests must be on the Borough or State standard form and that anonymous or verbal requests would not be accepted or processed. After review and discussion, there was a change to delete the "General" section from the draft. Ms. Cooper made a motion, seconded by Mr. Florio, to adopt the Right to Know Policy. The motion passed unanimously.

## ***Monthly Reports***

Treasurer's Report – The Treasurer's Report for the month ending August 31, 2024 was distributed.

Police Report – Chief Herzog reviewed the Police Report for the month of August.

- Discussion/consideration regarding purchase of tasers – Chief Herzog noted that the tasers will need to be replaced. After review of the proposal from Axon Enterprises, Ms. Jenzano made a motion, seconded by Ms. Hill, to approve the proposal from Axon Enterprises for four tasers for a total five-year annual payment of \$14,300.00 (\$2,860 per year). The motion passed unanimously.

Public Works – The monthly report was distributed to Council. Mr. Ford stated that the crosswalks should be completed within the week and that he has notified PP&L of a wire down on Route 322.

Code/Building/Zoning – The monthly report was distributed to Council.

Planning Commission – There will be a meeting in September to review the Howe Family Property Sketch Plan submission.

## ***Old Business***

Discussion/consideration regarding Honey Brook Hardware Land Development Plan and Agreements – It was noted that the final plan has been reviewed by the Borough Engineer and is in order to be signed by the Borough for recording. All Agreements and Letter of Credit have been received and signed by Council President Ford prior to the meeting.

Halloween Parade Update – Mr. Ford reviewed the status of obtaining the road closure/detour permit from PennDOT. He is still working to have the parade route for Horseshoe Pike. He has 13 confirmed fire police. He said that PennDOT said they could still turn around a permit if it was received during the first week of October.

***New Business***

None (agenda item was covered under Police Report)

***Public Presentations - None***

There being no further business, the meeting was properly adjourned and Council went into an Executive Session to discuss personnel matters. It was noted that the public meeting would not reopen.

Janis A. Rambo, Borough Secretary