

**Penbrook Borough Council
Agenda
January 2, 2018**

**Reorganization Meeting
of the
Penbrook Borough Council
7:30 PM**

1. Mayor Peggy Miller - Call to Order

A. Salute to the Flag followed by a moment of silence.

2. Oath of Office Ceremony

A. Mayor Miller will call each newly elected member forward to certify their eligibility for office before the notary.

B. Judge Scott will swear in Mayor Miller

C. Judge Scott Evans will administer the oath of office to newly elected members of Borough Council. Upon taking and signing the oath, each member will take their seat.

D. Roll Call

3. Election of Officers with Mayor Miller Presiding

A. Nominations and election of Council President.

B. Nominations and election of Council Vice President.

C. Nominations and election of Council President Pro-Tem.

The elected President will preside over the remainder of the meeting.

4. Assignment of committee membership (Chairman, Alternate and Member) for 2018-2020 by the President.

A. Codes

B. Public Works

C. Parks and Properties

D. Community and Government

E. Public Safety

F. Personnel

G. Budget

6. Appointment of Borough Officials:

Approve or reject the appointment of the following group of officials for 2018:

- John Eberly as Borough Secretary, Borough Manager, Borough Treasurer, Zoning Officer, and Right to Know Officer for General Matters.
- David Hiester as Police Chief and Right to Know Officer for Police matters.
- Stephen Mowery as Police Lieutenant.
- Robert Myers as Property Maintenance Codes Officer, Residential Rental Unit Inspector, Residential Plumbing, Mechanical and Electrical Inspector
- Bruce Foreman as Solicitor for the Borough
- Frank Lavery as Labor Attorney for the Borough
- Linus Fenicle as Solicitor for the Zoning Hearing Board
- W. Max Shradley and Rettew Associates as Borough Engineers
- Light-Heigel, Inc. as Building Inspectors, Plans Examiners and Building Codes Officers.
- William Trousdale to the Zoning Hearing Board for a two-year term
- Thomas Moraski to the Zoning Hearing Board for a Two-Year Term
- James Crum to the Zoning Hearing Board for a Two-Year Term
- Martin J. Flannery & Associates LLP as the Borough Accountants and Auditors
- Rebecca Ramper as Administrative Assistant and Assistant Treasurer

7. Mayor Miller will swear in the new Borough Manager.

8. Appointments by the President of Council to the following positions:

A. Borough representative and alternate to the Capital Region Council of Governments.

B. Borough representative and alternate to the Dauphin County Earned Income Tax Collection Committee.

C. Borough representative and alternate to the Dauphin – Lebanon County Boroughs Association.

9. Approve or reject the Minutes of the December 4, 2017 Council Meeting.

10. Accept or reject the Minutes from the December 18, 2017 Caucus Meeting

11. Reports:

- A. Mayor
- B. Treasurer
- C. Manager
- D. Solicitor
- E. Engineer - not ask to be present
- F. Fire Chief

12. New Business:

A. Approve or reject the ordering of an audit of the previous Borough Manager/Secretary/Treasurer by the Borough appointed auditors, as required by law.

B. Approve or reject the Letter of Employment for the Borough Manager, as amended to include provision for personal and sick leave.

C. Approve or reject the appointment of Janis Creason, Dauphin County Treasurer, as the tax collector for all real property for 2018 through 2022.

D. Approve or reject the request to advertise for part-time police officers.

13. Visitors to be heard.

14. Comments of Elected Officials

15. Actions on the Occupation Tax Exemption Requests.

16. Action on the Bills to Be Paid.

17. Adjourn