

Penbrook Council Meeting Minutes
Penbrook, PA
February 5, 2018

1. Call to Order:

On February 5, 2018 President Ramper called the Borough Council to order at 7:30 PM, followed by the salute to the flag and a moment of silence. Roll call was taken and all members were present.

2. Action on Minutes:

A motion was made by Deardorff to have the minutes from the January 2, 2018 Council meeting approved and it was seconded by McDonald. The motion was unanimously approved.

3. Citizen Comments:

Clyde Bateman spoke about trash and TV's on streets. Also, he mentioned about people parking on corners where the curb is painted yellow, specifically at 28th and Boas St. where no parking exists. He discussed about the snow removal ordinance enforcement and how certain rental properties do not clear their sidewalks.

4. Reports:

A. Mayor – Mayor Miller recently attended the PRI meeting and will be working with the VIP's. She noted the Borough has received about a dozen applications for the part-time police officer advertisement. We also need the Civil Service Committee to create a new list of candidates. The consortium list is scheduled to come out later this summer. The Mayor read the month Police activity report.

B. Treasurer – Secretary Eberly read the Treasurer's report for January 2018. A motion was made by Sweger and seconded by Armbruster to approve the Treasurer's report for audit. The motion passed unanimously.

C. Manager – Eberly thanked the Public Works team for their fine job of clearing the streets during Sunday's snow/ice event. They did a great job. He is working with Keystone to collect the OPT and Per Capita taxes which were recently out-sourced to this entity. Mr. Bragunier and Mr. Myers from the Borough are coordinating efforts in exploring a grant for a new leaf machine. Another grant is being explored for funding for the Asylum Run Sewer line from the County.

D. Solicitor – No report. Mr. Foreman was absent, but he asked Mr. Mark Wendaur to attend the meeting in his place.

E. Engineering – No report.

F. Fire Chief- No report.

G. Committees:

1. Codes – No Report, but referred to agenda item J. about the motion to sell the Codes Enforcement truck.
2. Public Safety – Again, the Public Works Department was recognized for their snow removal efforts. We continue to have some problems with having residents clearing spaces for parking. It was also reminded to check on elderly neighbors to make sure they are ok during these winter months. Order of Succession for the month of February is Ramper, McDonald, and Matio.
3. Parks & Property – The next meeting is Tuesday at 6:30 PM to review the DCNR grant. We will also be initiating the latest Gaming Funded grant for \$55,000 for the Elm Street Project.
4. Public Works – We currently have a sufficient stockpile of salt for the upcoming snow events. Residents are parking in the Borough lot after hours which makes plowing/salting impossible to clear the lot. The Borough Police will begin monitoring and addressing these items.
5. Personnel – An Executive Session was called by President Ramper to discuss several items.
6. Community & Government – The Lions Club has a pancake breakfast and an egg hunt coming up soon. The Leo's were awarded the Capital Area Greenbelt award. The next issue of the Borough Newsletter is scheduled to be distributed around March 10th. Property of Merit received a letter of recognition from the Governor. We have bio's for our new Mayor and Borough Manager which will be placed on the website when it is available and we also are planning on having a meet and greet with them prior to an upcoming Council meeting.
7. Budget – A new summary report was developed and briefly reviewed.
8. Authority- The next meeting is scheduled for February 21 at 6:30 PM. An orientation to the Authority was given to the new Borough Manager on Friday. There will be an educational presentation at the next meeting to illustrate how some of the Stormwater fees are being spent to help reduce our pollutant load. Rettew is also doing some recalculations and assessing the area where the low Volume Road Grant project was done. The County is looking to make some alterations to this project to correct some deficiencies.

President Ramper requested a recess from the public meeting in order to meet in Executive Session.

5. New Business:

- A. A motion was made by Deardorff, seconded by Matio to approve the request for a handicap parking space at 35 Butler Street. The motion was unanimously passed.

B. A motion was made by Armbruster, seconded by Deardorff to forward the handicap parking request for 2436 Penbrook Avenue to the Police Department for evaluation. The motion passed unanimously.

C. A motion was made by Ramper, seconded by McDonald to appoint Jim Armbruster to the Authority Board. The vote was taken by roll call.

McDonald – Y
Shaw – Y
Sweger – Y
Deardorff – Y
Ramper – Y
Matio – Y
Armbruster – Abstained

D. A motion was made by Matio, seconded by Deardorff to accept the quote by Jackie Balthasar, CPA firm for the Borough Manager transition audit. The vote was taken by roll call.

McDonald – Y
Shaw – Y
Sweger – Y
Deardorff – Y
Ramper – Y
Matio – Y
Armbruster – Abstained

E. A motion was made by Matio, seconded by Deardorff to accept the change order quotes and bills associated with the Low Volume Road Grant – 31st & Charles Streets. The vote was unanimously approved.

F. A motion was made by Matio, seconded by Deardorff to waive the fees associated with the annual Margaret Mary School 5K Race. This vote was unanimously passed.

G. A motion was made by Sweger, seconded by Matio to forward the unpaid 2017 real estate and fire protection taxes for further collection efforts. This vote was unanimously approved.

H. A motion was made by Ramper, seconded by Shaw to forward the unpaid 2017 municipal solid waste fee for further collection efforts. This vote was unanimously approved.

I. A motion was made by Sweger, seconded by McDonald to forward the unpaid 2017 sewer rental fee for further collection efforts. This vote was unanimously approved.

J. A motion was made by Deardorff, seconded by Sweger to sell the Codes Enforcement vehicle. This vote was unanimously approved.

K. As a result of the earlier Executive Session a motion was made by Deardorff, seconded by Sweger to approved the acceptance of Phillip Copley to fill the 1st Ward Council vacancy. This vote was unanimously approved. Citizen comments

were asked for by President Ramper and there were none. A brief swearing in ceremony ensued by the Mayor and Copley took his seat at the Council table.

6. Visitors Comments:

Clyde Batemen mentioned that the Road Crew did a terrific job.

7. Comments from Elected Officials:

A. McDonald – Thanked everyone for coming out and attending the meeting.

B. Shaw – Congratulated Copley for joining the Council. He also thanked the Public Works team for their highway efforts.

C. Sweger – Thanks to the police for keeping everyone safe and to the fire company. Welcome Phil.

D. Deardorff – Congratulations to the Leos. Thanks to Phillip. Thomas Zeiders passed away.

E. Ramper – Thanks for attending the meeting. Todd, welcome back. Thanks to the police. We will start to work on filling the open vacancy. Congrats to Phil and for stepping up.

F. Matio – Congratulations to Phil. The Highway team did an excellent job. Watch out for your neighbors with the upcoming storms.

G. Armbruster – Congratulations to Phil on your appointment. The Manager is doing an excellent job. Council appreciated it.

H. Copley – Thanks to Council for the opportunity.

8. Actions on Occupational Tax Exemptions:

A motion was made by Sweger, seconded by Deardorff to approve the exemptions that meet the criteria detailed in the ordinance. The motion passed unanimously.

9. Action on the Bills to be Paid:

A motion was made by Matio, seconded by McDonald to pay the bills. The motion passed unanimously.

10. Adjourn :

A motion was made by Deardorff, seconded by Shaw to adjourn at 9:55 PM. The motion passed unanimously.