

Penbrook Council Meeting Minutes
Penbrook, PA
July 2, 2018

1. Call to Order:

On July 2, 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 June 4, 2018 Minutes:

A motion was made by Deardorff to have the minutes from the June 4, 2018 Council meeting approved and it was seconded by Matio. The motion was unanimously approved.

3. Action on June 18, 2018 Minutes:

A motion was made by Armbruster to have the minutes from the June 18, 2018 Caucus meeting approved and it was seconded by Copley. The motion was unanimously approved.

4. Citizen Comments:

No Citizen comments were provided.

5. Reports:

A. Mayor – No Police Report was provided from the month of June. The new part time officer passed nearly all of his tests and is awaiting the results of his drug test before being sworn in. The Civil Service committee meets on July 10, 2018 to begin the process for potential new officers. A police unit was out of commission temporarily this past week, but was fixed and placed back into service.

B. Treasurer – Secretary Eberly read the Treasurer's report for June 2018. A motion was made by Matio 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 getting the Little Valley Park ready for the summer program. Arrangements have been made with Steelton to use their sewer vacuum truck the week of July 16, 2018 to assist with cleaning out the inlets. Notices were mailed to the impacted entities as result of the newly updated recycling ordinance. Efforts continue to obtain the necessary easements for Asylum Run for the upcoming sewer work.

D. Solicitor – No report.

E. Fire Chief- Musser provided an overview of the fire report from the month of June. Both of the car fires were within the Borough and resulted in no injuries.

F. Committees:

1. Codes – Nothing to report.

2. Public Safety – Matio mentioned that the Borough looked a mess. Deardorff responded by reading the June Codes Enforcement report that Rob is making progress and requested specific addresses be provided to him, so he could take a look at the properties being referenced. Order of Succession for the month of July is Armbruster, Copley and Deardorff. Bob Rhoads mentioned to be mindful of the extreme heat and check on neighbors. This is also the time of year for mosquitos and the West Nile Virus, so empty stagnant water. Please be cautious when placing upcoming vacations on social media in order to avoid potential break-ins. Some Council members have expressed an interest to visit the local Communication Center. With hurricane season upon us, they are projecting 10-16 named storms in the Atlantic this year. An active shooters training is available via a NIMS course for interested Council members.

3. Parks & Property – McDonald reported the Summer Program began last week and thanked the Police Department for leading the week's activities. About 24 children signed up for the program this year. Later this week the theme will be sports week, but we will not be offering the program on Wednesday due to the holiday. A special thanks was made to Armbruster for donating the shirts for the children.

4. Public Works – A replacement door at the Public Works Building was installed and the street sweeping work was completed with Nate negotiating a discounted rate due to the breakdowns of the equipment throughout the week. Storm water inlet cleaning is scheduled for the week of July 16, 2018. Shaw mentioned he attended the DCTC meeting the other week and they extended the Keystone contract for another 5 years. The new rate was reduced from \$1.45 to \$1.38 along with the bond being reduced from \$3.25M to \$2.50M. An annual extend audit will continue to be conducted.

5. Personnel – No report was provided, but Ramper did ask the Mayor if further interviews would be conducted for police candidates. The Mayor responded not at this time, but the Civil Service committee is beginning efforts for future candidates.

6. Community & Government – A reminder was made to drop off back to school items to the borough office to be given out in a backpack on August 7, 2018 from 6:00-8:00PM at our National Night Out event at Community Park.

7. Budget – A summary report was briefly reviewed highlighted by Armbruster. In the General Fund, the collection rate is at 94% of budget which is trending higher

than normal this early in the year. He also recommended reviewing paying down the Compensatory liability earned by police officers to reduce the liability to the Borough.

8. Authority- Sweger mentioned the 2018/19 Authority budget was approved with a 7% rate reduction at the last meeting. The collection and payment efforts associated with the storm water fee was also approved to be outsourced to Keystone Collections and notifications will be going out in the mail later in July. The next Authority meeting will be on July 18, 2018 at 6:30PM.

6. New Business:

A. A motion was made by Sweger, seconded by Deardorff to approve the nomination of Gylnis Smith to serve as a Stormwater Authority Board member with a term expiring on December 31, 2020. The motion to approve this request passed unanimously.

B. A motion was made by Sweger, seconded by Deardorff to approve Jason Musser as an alternate non-voting Stormwater Authority Board member serving in the role of alternate secretary with an expiring term on December 31, 2020. The motion to approve this request passed unanimously.

C. A motion was made by Deardorff, seconded by McDonald to approve the proposal from Rettew not to exceed \$5,100.00 to prepare and file the grant application to the Dauphin County Local Share Municipal Grant Program for the Asylum Run Interceptor Sewer Project. This motion to approve passed unanimously.

7. Visitors Comments:

Candy Herb – 2708 Banks St – Candy introduced herself as the newly elected President of the Penbrook Lions. She has already met with the Borough manager to discuss new initiatives to partner.

Jason Musser – 2711 Banks St. – Jason thanked both Council and the Authority for his opportunity to participate in his new role.

Myra Williams – 304 S. 29th St. – Myra asked if anything was being done about the mess being stored in her neighbor's yard in the rear of her property. They also had put out too much trash at 306 S. 29th Street. She mentioned she would take pictures and take to other publications if nothing was being done. Eberly mentioned the Borough is trying to hold residents accountable for their actions and he would be addressing this issue with the Codes Officer to investigate immediately.

8. Comments from Elected Officials:

- A. Deardorff– Thanked everyone for attending tonight's meeting and for Glynis and Jason for volunteering for the Authority roles. Special congratulations to Candy Herb and condolences to Chief Hiester for the recent loss of his father.
- B. Copley– Thanked everyone for attending and thanked Nate and the Public Works team for their efforts.
- C. Armbruster– Thanked everyone for attending tonight's meeting and offered his condolence to Chief Hiester.
- D. Matio– Thanked everyone for attending.
- E. McDonald– He asked for everyone to be careful with the extreme heat. Thanked all the volunteers who have helped out with the Summer Program.
- F. Shaw– Thanked everyone for attending the meeting tonight and offered his condolence to Chief Hiester.
- G. Sweger– Thanked everyone for attending and for the Police, Codes, and Fire Department for their efforts. She offered her condolences to the Hiester family and thanked all volunteers
- H. Mayor – She offered condolences to Chief Hiester. Thanked the Police Department for providing an active shooter program at the Summer Program.
- I. Ramper – Mentioned the Borough Manager and he attended the services for the Chief's dad. He also explained we will continue to work on S. 29th St. property with the Codes Officer. The question was raised if the Codes Officer could get out over the weekend and this would be reviewed at the next Caucus meeting. A special thanks to Glynis and Jason for stepping up to serve on the Authority. A special executive session will be needed after the meeting to review a legal matter.

9. Action on the Bills to be Paid:

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

10. Adjourn:

A motion was made by McDonald, seconded by Sweger to adjourn at 8:33 PM. The motion passed unanimously.