

AGENDA: WEDNESDAY, August 15th, 2018 6:30 PM – Community Building

I. Welcome /Call to Order/Attendance-Tammy greeted audience, Present- John M, Blaine B, Glynis S, Tammy S, Solicitor Wendaur, John E

II. Pledge of Allegiance & Moment of Silence

III. Public Comments – Carmen and Roberto (Carmen is the property owner at 1 N. 31st St) Roberto is her brother and is speaking on her behalf because she does not speak or read English enough to understand the Storm Water Authority bill she received.(They said she just purchased the property) He tried to explain it to her but doesn't understand nor does he agree with the bill. It is 600.00 and is for the last three quarters of last year's bill he said it's too much. Tammy addressed his concerns by explaining to them (him) how the authority came to be (DEP and the mandate) and how the projects that we are doing are to reduce the pollutants and give the boro credit. John also explained how he has tried to educate the realtors about the fees and that he understood them being upset they did not disclose this fee to them at settlement. He took what they said and reiterated that he still did not agree with it.

IV. Secretary's Report:

a. Minutes from the July 18th 2018 meeting for approval –Blain motioned, John 2nd, all approved

V. Treasurer's Report:

a. Stormwater Management balance, check detail, & profit and loss reports for July 2018- Tammy explained a few of the bills. Glynis motioned, Blain 2nd, all approved

VI. Manager's Report:

a. Update on the assessment and quote for the sinkhole at Ludwig and 27th Streets that the Public Works department filled up with stones that washed away. – Receiving bids. (Blain requested that Lenker be added to the list of persons to receive information to submit a bid for projects in the boro. We are trying for assistance, monitoring and keeping the hole filled with stone.

b. Update on the LVRG progress for the Charles Street Pollutant Reduction Plan Project-Needs the guardrail installed then final payout can occur. John said he met with a man from the Greenbelt and they were pleased with the work that was done and are rebuilding a healthy relationship between the boro and the greenbelt.

c. Update on parts ordered for the truck and possible start date to use the truck for storm drain maintenance.-Truck chassis to arrive the end of August, truck to be functioning by October.

d. Update on the Public Work's grading of the inlets and the next steps to collaborate with Max to determine if the targeted inlet repairs can be considered a Pollutant Reduction project through an amendment to the PRP plan.- John presented drawing of boro with inlets marked for public works personnel. They reported 99 in good condition, 16 in OK condition, 157 final totals after removing the city and Susquehanna inlets, Staff will prioritize, 61-cleaned, 41- visual inspection and 44 inlets need work.

e. Authority FEIN –Authority received EIN #

f. Update on the Authority's submission of the annual financial report and DCED review and approval.

g. Discuss the State Ethics Commission Statement of Financial Intent and insurance coverage for new Authority members. –John is meeting with the insurance company to ensure that everything is correct and filed so we are all covered. Only Jason needs to fill out the disclosure report.

VII. Solicitor's Report:

a. Discuss progress on the MOU with Susquehanna and the 20 acres of the cemetery in Penbrook-Reported as received.

b. Update on collaboration with Max for the easement at the cemetery and the concern regarding the underlying pipes and burial plots. – John has a walkthrough meeting with the owner on 8-17-2018 to discuss plots and location of pipes with possible conflicts.

VIII. Old Business:

a. Treasury Action Plan

1. Discuss progress on the data input of the 89 parcels that made no stormwater payment.-motion to place a lean on the 89 properties was made by Blain 2nd by John M. motion carried.

2. Discuss the next steps for the 133 parcels who only paid part of their stormwater bill.-As of 8-15-2018 the number of parcels has been reduced to 124 and the final notice to be sent prior to the lean being placed on the property was approved. It was discussed and requested that the letter have a date for which they must pay by and then it will have a lean placed on it. **Motion made? By? 2<sup>nd</sup>? Carried?**

3. Discuss timeline to make the last payment of the Authority's contribution of \$15,000 towards the Public Work's truck.-Final bill of 15,000.00 will be paid out when it arrives. Blain motioned, John M. 2nd, carried

b. Community Concerns Action Plan:

1. Succession plan:

a. Orientation occurred and a follow up Orientation will take place in three months. – Glynis shared that it was both helpful and insightful, Blain felt it was a great refresher and all signed a card of thanks for Vicki and her dedication to the Stormwater Authority.

c. Educate and Engage Action Plan

1. Educate the community through Rick's postings on the website and Facebook regarding:

a. New authority members –Tammy addressed all points and felt that we should include the web sight in our agenda for people to have as a resource.

b. Action Plans- [www.penbrook.org](http://www.penbrook.org) ( asked that we look into the "who's" that are looking at the website.

2. Collaborate with RETEW on an educational article for the Fall newsletter. Tammy suggested an article of information from Retew be placed in the monthly newsletter to be educational for the boro residents.

3. Discuss the upcoming Stormwater Training and those who should attend.

IX. New Business:

a. Discuss the Emergency Action Plan training on Sept. 19th, with Chief Heister, in Exec. Session.- Tammy recommended at 8:00

X. Public Comments: Ms. Eve commented that the trash truck had run over the corner of a piece of ground near to her home. She also reported that the home to the rear of her property had bad weeds growing; John E. took the information to address the issue. She also stated that her rain barrel was still sitting beside her house because she can't decide the best place to put it, John M. said he would stop by and see what he thinks, to help her decide.

XI. Next Meeting: Wednesday, September 19th, 2018 @ 6:30 pm – Community Building

XII. Adjourn