

Penbrook Borough Council Meeting Minutes
August 4, 2025

1. Call to order
 - A. On August 4, 2025 President Deardorff called the Borough Council to order at 6:30 pm followed by a salute to the flag and a prayer by Pastor Mark.
 - B. Roll call was performed. All were present except for Moore. Solicitor Kern and Manager Hogarth were in attendance as well.
2. Citizen comments on agenda items: N/A
3. Consent Agenda: Armbruster made a motion to approve the consent agenda. Newcomer seconded. Passed unanimously. Items listed were July 7 minutes, July 21 Minutes, July 2025 Treasurer's report, Approval of bills to be paid at approval to submit a letter of support on behalf of Susq Twp EMS for their upcoming LSA grant application.
4. Reports
 - A. The Mayor provided Council with the July 2025 Police report.
 - B. Manager:
 - i. The Auditor General has concluded the pension plan audits for years 2020 through 2024 with no issues.
 - ii. The two top candidates for public works operator were interviewed recently. One failed to respond to a job offer and the other rejected the job offer due to pay. The application collection will resume.
 - C. Solicitor: No written report for this meeting. There are two agenda items under new business which will be discussed.
 - D. STEMS – N/A.
 - E. Fire Chief – Chief Murphy reviewed the monthly department stats and activities.

F. Committees

- i. Codes – Monthly department activities were reviewed by Burdine
- ii. Public Safety – EMC Bloss brief on the County's 911 outages.
- iii. Parks and Property – Newcomer briefed everyone on the Little Valley Summer program success and the mini pitch grant award which will be discussed under new business.
- iv. Public Works – Shaw explained the project of collecting department tasks to create policies. The committee has been working with Goff and Hogarth and will continue to do so over the next few months.
- v. Personnel – Dry reported that we are still searching for 1 public works candidate and 1 police candidate.
- vi. Community and Government – Burdine read an email from Moore detailing some of the National Night Out events.
- vii. Budget – Armbruster reminded all that next Monday starts the budget meetings with the Fire Department and the Codes Enforcement expenses.
- viii. Authority – Dry reported that the SWA approved the 2025-26 budget. Several Herr St inlets are being evaluated for replacement, and the members are asking for Council's involvement regarding a storm water complaint made by a resident on Penbrook Ave. Deardorff asked Hogarth to include on the August 18 agenda.
- ix. Planning Commission – Stokes said that the focus of the next few meetings will be regarding the Main Street Matters grant. The Commission members have been busy spreading the word about the community survey sent out by KMS for the STMP project.

5. New Business

A. A motion is needed regarding to approve or reject the advertisement of proposed Ordinance 2025-02, an Ordinance Amending Chapter 88 Regulating Breweries Brew Pubs and Microbreweries. Dry made a motion to approve and Stokes seconded. There was no discussion. Motion carried unanimously.

B. A motion is needed to approve or reject the advertisement of proposed Ordinance 2025-03, an Ordinance Amending Chapter 266 Zoning Adding Breweries, Brew Pubs and Microbreweries and amending Off-Street Parking Space Requirements. Stokes and Burdine motioned to approve. No discussion. Carried unanimously.

C. A motion is needed to accept or reject the Master Plan proposal submitted by Rettew for Community Park. Newcomer and Dry motioned to approve. Armbruster referenced a clause in the proposal expressing concern over elected officials being the only ones to drive the input. Newcomer stressed other than non-elected officials are on committees giving input and there will be invitations going out to the community encouraging participation. No further discussion. Carried unanimously.

D. A motion is needed to adopt or reject Resolution 2025-11, a Resolution amending and setting fees for 2025 and beyond. Dry made a motion to approve and Newcomer seconded. Armbruster commented that there are fees not listed. Kern replied that the action was to amend specific fees which were discussed at the July Caucus meeting and that Council could consider a future meeting agenda item to consider those fees mentioned by Armbruster. There was no further discussion. Dry, Newcomer, Deardorff and Stokes voted to adopt and Armbruster, Burdine and Shaw voted to reject. Motion carried 4-3.

E. Discussion and a motion to adopt, reject or postpone approval of the Mini Pitch Program Grant Agreement with the U.S. Soccer Foundation. Newcomer and Burdine motion to adopt. Newcomer gave a summary of the award and grant agreement proposal as well as suggested changes. No further discussion. Carried unanimously.

6. Citizen Comments

A. Carol Ober, 3010 Butler has concerns with the assisted living facility re-opening and the traffic flow on Butler because of the one-way section of Boas. Deardorff asked Hogarth to look into a traffic study. Ober also commented on curb painting.

B. Jim Crum, 2400 Walnut reported seeing progress with property maintenance. He also would like follow up to the zoning permit given to M&T Auto several years ago and whether they're complying with the permit.

C. Glynnis Smith, 44 S 28th had questions about information being pushed out regarding the upcoming Fall Fest event.

D. Vincent Williams, 2419 State, is having issues with property maintenance upkeep at 2421 State. Also commented on street lighting at Boas and State.

E. Steve Garisto, 2531 Boas doesn't agree with alcohol being served in the Borough. He also commented on PP&L issues and dirt bikes.

F. Clyde Bateman, 2615 Boas commented on PP&L issues, vegetation impeding sidewalk use at 2653 Elm and a storm inlet at Walnut and Hoffer's Ln.

7. Council comments

A. Deardorff read a prepared statement from Nacole Moore. He also read a note from Garisto asking for a newsletter mention of an upcoming event.

B. Dry asked for newsletter articles by the end of the week and was hoping to have a draft review at the Aug 18 Caucus meeting.

C. Burdine referenced an email from the BCO asking for help from Council to clarify certain ordinance regarding codes and property maintenance enforcement.

D. Stokes reminded everyone of an upcoming Fall Fest planning meeting and thanked Clyde Bateman for volunteering at a PRI event.

E. Newcomer asked everyone to keep pushing the STMP survey to residents. The goal is to get at least 100 responses.

8. Shaw and Burdine motioned to adjourn the meeting at 7:42 pm. Carried unanimously.

Respectfully submitted and attested,



Joseph Hogarth
Borough Manager and Municipal Secretary