

**The Penbrook Borough Authority**  
**EXPANDED AGENDA: WEDNESDAY, August 20, 2025 6:30 PM**

- I. Welcome /Call to Order/Attendance  
Hogarth \_\_X\_\_, Shaw\_\_X\_\_, Smith\_\_X\_\_, Bargo\_\_X\_\_, Dry\_\_X\_\_, Kern\_\_X\_\_, Barber\_\_X\_\_
- II. Pledge of Allegiance & Moment of Silence - **OBSERVED**
- III. Public Comments: **NONE PRESENT**
- IV. Secretary's Report: **Presented by Robin Dry**  
a. Minutes from July 16, 2025 meeting for approval:  
  
**Motion made by: \_\_SMITH\_\_ 2nd by: \_\_SHAW\_\_ Vote passed: YES 5/0**
- V. Treasurer's Report: **Presented by Nate Shaw**  
a. Stormwater Management balance, check detail, & profit and loss reports for July 2025:  
  
**Motion made by: \_\_DRY\_\_ 2nd by: \_\_BARBER\_\_ Vote passed: YES 5/0**
- VI. Manager's Report: Presented by Joe Hogarth  
a. Authority email activity: **NONE at this time**  
  
b. Stormwater time report – **None**  
  
c. Other reports/comments: **None**
- VII. Solicitor's Report/Comments: **Presented by Beth Kern**  
a. Update on unpaid storm water fees and liens:  
  
**The report was provided to SWA Board members by the Solicitor.**  
**- Of the 30 properties, less than 5 had paid the SWA bill.**  
  
b. Other reports/comments: **Nothing more at this time.**
- VIII. Engineer's Report/Recommendations:  
a. 2501 Herr St. (25<sup>th</sup> and Ludwig) if any updates from engineer.  
Per April meeting USG called for input and their video reviewed by engineer.  
**-No update – Borough will continue to monitor and ask Rettew the best way to set up a monitoring system with dates, what is recommended.**  
  
b. Inlet 6-9 on Herr Street. See engineer's budget.  
- **Joe will follow up on the H.O.P. permit**  
- **Estimate presented and SWA moved forward with the motion**

**Motion to hire Rettew to make a bid package and advertise for the repair of inlets, 6-9, 6-4, 6-6**  
**Made by: \_\_Bargo\_\_ 2<sup>nd</sup> by: \_\_DRY\_\_ Vote passed: YES 5/0**

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## IX. Old Business:

### a. 2621 Penbrook Ave. Water Infiltration Update:

\*Video received from property owner.

\*Satellite Photo received of previous curb from Mr. Hogarth, Borough Manager.

\*Attached email to SWA received 7-13-2025.

Update: Council approved to have engineer review runoff issues.

**\*Discussion on how to move forward with solving the water issues at 2621 Penbrook Ave.**

### b. Tiered Fee Schedule Research Update:

**-No new contact from Kara from Rettew. Joe will follow up with Kara.**

## X. New Business:

### a. Education:

**-Summer Parks and Rec program – SWA provided the education and materials for filtration gardens and discussed how the earth layers filter the sediments from our water.**

\*Approved minutes from the July 2025 Stormwater Authority meeting to be posted.

### b. Discussion on Basin Maintenance:

**Develop a document to include the following.**

- **a calendar list of inspections or maintenance for the basin**
- **other SWA events that need track and documented**

### c. Public Works report:

**-No written report – verbal discussion**

**-New interview 8-21-25**

## XI. Public Comments: **NONE PRESENT**

## XII. Next Meeting: Wednesday, September 17, 2025 @ 6:30 pm – Community Building

## XIII. Adjourn:

Motion made by:       SHAW       2nd by:       DRY       Vote passed: **YES 5/0**

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