

The Penbrook Borough Authority
Minutes: Wednesday, October 15, 2025 6:30 PM

I. Welcome / Call to Order/Attendance

Hogarth_X_Shaw____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: Prepared by Glynis Smith

- a. Minutes from September 17, 2025 meeting for approval

Motion made by: Dry 2nd by: Smith__ Vote passed: YES 4/0

V. Treasurer's Report Presented by Blain Bargo

- a. Stormwater Management balance, check detail, & profit and loss reports for September 2025

Motion made by: Smith 2nd by: Barber__ Vote Passed Yes 4/0

VI. Manager's Report – NONE

- a. Authority mail – NONE
- b. Stormwater time report – Leaf Collection started – time report will increase
- c. Other reports/comments:
 - 1. Joe and Blain discussed running ads for Conservation District; SWA has chosen not to participate this second time.
 - 2. Kofi Fumey – Will attend an MS4 training on- line.

VII. Solicitor's Report – Presented by Beth Kern

- a. Update on unpaid storm water fees and liens
 - 1. The solicitor explained about the system, went through an update and access to payment activity was limited this month.
- b. Other reports/comments - NONE

VIII. Engineer's Report/Recommendations: Blain presented information

- a. 2501 Herr St (25th and Ludwig) if any updates from Engineer.

-Per April meeting USG called for input and their video reviewed by engineer.

- August meeting – will check with Rettew for frequency of monitoring and place on calendar schedule.

- 10-15-25 update recommended every 5 years

- b. Inlets 6-4, 6-6, and 6-9 on Herr Street. See engineer's budget (\$41, 000,00)

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- Joe will follow up on the H.O.P. permit. Confirmed three permits required at \$3,500.00 each for a total of \$10,500.00 expected cost.
- estimate presented and SWA moved forward with the motion.
- 10-15-25 update-H.O.P. permits applied for.

IX. OLD Business:

- a. 2621 Penbrook Ave. Water Infiltration Update – Joe has information to share with council for the resolve of this issue and then bring back to SWA for confirmation of resolve.

* 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.

- b. Tiered Fee Schedule Research Update:

*9-17-25 update-Sample fee schedules provided by Rettew

-continue next month for more discussion on this topic.

* Calendar for maintenance items:

Blain opened the conversation to add this item for in section - Add 5yr inspection to calendar – 25th and Ludwig St (2030 April).

- c. Rain Barrel Workshop:

- d. 9-17-25 meeting – request more information for outreach credit and if our WREP fee covers our costs.

- Joe stated – WREP we missed this year's window for the rain barrel, maybe next year.

X. NEW Business –

- a. Education –

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

- 1. Robin sent minutes for posting

*Lions newsletter received

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1. received – and checking on MS4 education for next report year.

b. Public Works report – Leaf Clean-up

Council is non-uniform structure

XI. Public Comments: None

XII. Next meeting: Wednesday, November 19, 2025 at 6:30 PM – Community Building

XIII. Adjourn

Motion made by: __Smith__ 2nd by: __Barber__ Vote Passed: Yes 4/0