

Penbrook Borough Council Meeting Minutes
November 3, 2025

1. Call to order
 - A. On November 3, 2025 President Deardorff called the Borough Council to order at 6:30 pm followed by a salute to the flag and moment of silence.
 - B. Roll call was performed. Present were Dry, Armbruster, Burdine, Deardorff, Stokes and the Mayor. Newcomer, Shaw and Moore were absent. Solicitor Kern and Manager Hogarth were in attendance as well.
2. The Mayor, Council and Chief Hogarth recognized several officers for outstanding service awards.
3. Citizen comments on agenda items: N/A
4. Consent Agenda: Deardorff directed the October 20 Caucus minutes to be removed and placed on the November Caucus agenda for further discussion. Burdine then made a motion to approve the consent agenda except for those Oct 20 minutes. Dry seconded. Passed unanimously. Items listed were minutes from October 6, 14 and 27, the October 2025 Treasurer's report, approval of bills to be paid. Also approved was Resolution 2025-14 recognizing Officer Maley's retirement, Resolution 2025-12 authorizing the transfer of ownership of Officer Maley's service pistol and directing the manager to advertise the 2026 meeting dates.
5. Reports
 - A. The Mayor provided Council with the October 2025 Police report.
 - B. Manager:
 - i. The temporary basketball poles have been installed at CP
 - ii. Two additional solar area lights have been installed at Little Valley
 - iii. The public works staff, codes staff and I attended the PSAB winter maintenance webinar. Hogarth encouraged Council

to look at the winter maintenance plan on the Borough of Ephrata's webpage for consideration.

C. Solicitor:

- i. Reviewed the proposed changes to the MSW IMA proposal and commented that there hasn't been a response from the City so she recommends action items A, B and C under new business be postponed until there is a response.

D. STEMS – N/A

E. Fire Chief:

- i. Chief Murphy reviewed October calls for service
- ii. They're planning a 120th anniversary with an event possibly in June 2026
- iii. Plans are progressing for the purchase of a mini-pumper
- iv. The holiday pretzel sales will soon begin

F. Committees

i. Codes – Monthly department activities were reviewed by Burdine. He also pointed out comments written in the report that highlighted collaboration with PRI to help a resident get some work done to comply with some property maintenance issues. Burdine also pointed out the report mentioned the staff working on properties with boarded up windows asking specifically what was being done. Hogarth responded windows and doors must be operable under the IPMC so enforcement action can be taken as a property maintenance issue.

ii. Public Safety – No report. Hogarth mentioned under new business Council will be considering adopting the County's hazard mitigation plan as the Borough's plan.

iii. Parks and Property – Newcomer and Stokes recapped the successful Fall Fest event. The committee will be creating a spreadsheet to track expenses and memorialize planning and activity ideas for future events.

iv. Public Works – Hogarth gave a quick brief of what the staff has been working on.

v. Personnel – Dry reported the committee’s work on the new job descriptions for asst boro mgr and the proposed public works operator job description.

vi. Community and Government – There will be a Christmas event on 12/20 in the community room.

vii. Budget – N/R

viii. Authority – N/R

ix. Planning Commission – Stokes reminded everyone of the meeting date change for November because of the Thanksgiving holiday.

6. New Business

A, B and C. Based on the advice of the solicitor earlier in her report, Dry made a motion to postpone all three action items until the November Caucus meeting, allowing the City of Harrisburg to respond to the Borough’s proposed changes to the IMA for MSW and Recycling collection. Armbruster seconded and the motion carried unanimously.

D. A motion is needed to approve the adoption of the STMP 5-year plan as proposed by Keystone Municipal Solutions. Stokes and Burdine motioned to approve. No discussion. Carried unanimously.

E. A motion is needed to approve or reject Resolution 2025-13, Adopting the 2025 Dauphin County Hazard Mitigation Plan as the Borough’s plan. Armbruster made a motion to approve which was seconded by Deardorff. The motion carried unanimously.

F. A motion is needed to postpone all previously scheduled community events for the remainder of 2025 except the Christmas event on December 20, 2025. Dry made a motion to approved and Armbruster seconded. Burdine commented that he’d like to keep the breakfast with Santa event. Deardorff said that the event was discussed at the last Caucus meeting and Council agreed to have the afternoon event in the community room and approved funds to be spent for food and drinks. No further comments. Carried unanimously.

7. Citizen Comments

A. Clyde Bateman 2615 Boas commented about a sinking storm inlet on Walnut near Hoffer's Ln. He also asked about the e billboard that was proposed several years ago.

B. Joe Wenger 2324 Hoffer is working with a PPL contact to address the utility pole at 26th and Hoffer from the 2024 tornado damage. Hopefully it's addressed soon.

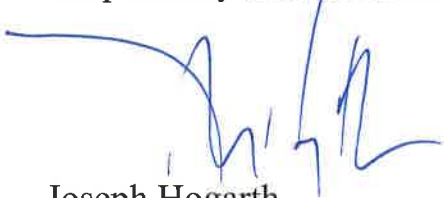
8. Council comments

A. Deardorff read a statement prepared by Armbruster which stated Armbruster's resignation from Borough Council effective Nov 3, 2025. The solicitor commented that an action item should be placed on the November Caucus so that Council can formally accept the resignation. Deardorff went on to thank Armbruster for his many years of service to the Borough in the many different roles in which he served.

B. Dry made comments concerning the upcoming newsletter with Friday's deadline for submissions.

9. Burdine and Dry motioned to adjourn the meeting at 7:31 pm. Motion carried unanimously.

Respectfully submitted and attested,



Joseph Hogarth
Borough Manager and Municipal Secretary