

Penbrook Borough Council Meeting Minutes  
December 1, 2025

1. Call to order

- A. On December 1, 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 Haliday.
- B. Roll call was performed. Present were Dry, Deardorff, Newcomer, Shaw and Stokes. The Mayor, Burdine and Moore were absent. Solicitor Kern and Manager Hogarth were in attendance as well.

2. Representative Fleming presented Councilmen Deardorff and Armbruster with proclamations for their many years of service to the community.

3. Citizen comments on agenda items: N/A

4. Consent Agenda: Newcomer made a motion to approve all items on the consent agenda which included Nov 3 minutes, Nov 10 minutes, Nov 17 minutes as well as the Nov 2025 Treasurer's report and the bills to be paid. Shaw seconded. Motion carried unanimously.

5. Reports

A. Mayor's report: No Report

B. Manager:

- i. The holiday wreathes have been put up but PPL needs to address no power on several of the poles.
- ii. Two new solar light fixtures have been installed at Little Valley and the picnic tables were delivered. Other than planting trees, phase II and III should be able to be closed out with DCNR.
- iii. Usually the first snow fall terminates further leaf collection but public works will keep the truck set up for leaves and continue to collect through the end of next week weather permitting.

C. Solicitor:

- i. The IMA draft for trash and recycling has been sent to the city's solicitor for counter signatures once City Council approves.

D. STEMS – N/A

E. Fire Chief: Deardorff reviewed monthly stats as well as several upcoming events.

F. Committees

i. Codes – Monthly department activities were reviewed by Deardorff. Newcomer highlighted the BCO's comments regarding progress on two condemned properties.

ii. Public Safety – No report.

iii. Parks and Property – Newcomer commented that with the Little Valley project nearing a close the focus will shift to Community Park planning and the county LSA grant which includes improvements to both LV and Community Parks.

iv. Public Works – No report

v. Personnel – Dry reported that the December Caucus agenda will include continuing discussion on job descriptions and hiring for an asst borough manager.

vi. Community and Government – Dry reviewed details for the upcoming Christmas event.

vii. Budget – No report

viii. Authority – The SWA has approved moving toward using tiered ERU's for billing in 2026 but a lot more work needs to be done. Also the Authority is considering moving the fiscal year from July 1 to Jan 1, 2026.

ix. Planning Commission – Stokes reported that the December meeting will be cancelled. The 2026 focus for the commission will be

on the Penbrook 2030 report which they hope to have a draft for Council consideration by late summer.

6. New Business

- A. A motion is needed to adopt the 2026 Budget as advertised. Dry made a motion to approve, seconded by Stokes. Motion carried unanimously.
- B. A motion is needed to approve Resolution 2025-24 maintaining the current Property Tax/Fire Protection Tax for 2026. Newcomer and Shaw motioned to approve. No discussion. Carried unanimously.
- C. A motion is needed to approve or reject Resolution 2025-25 maintaining the current residential and commercial sewer fee rates for 2026. Shaw made a motion to approve which was seconded by Dry. The motion carried unanimously.
- D. A motion is needed to approve Resolution 2026-26 setting the 2026 fee for municipal solid waste and recycling collection at \$334.00. Shaw motioned to approve and Stokes seconded. No discussion. Carried unanimously.
- E. A motion is needed to approve Resolution 2025-27 setting the Police Pension employee contribution for 2026 at 1.5%. Dry made a motion to approve and Shaw seconded. No discussion. Motion carried unanimously.

7. Citizen Comments:

- A. Stephen Garisto 2531 Boas made comments regarding the newsletter, trick or treat and fireworks.
- B. Jim Armbruster thanked everyone for the years of hard work and support given during his time as borough manager and on Council.

8. Council comments

- A. Dry reported that the winter newsletter is out.
- B. Stokes thanked Deardorff and Armbruster for their years of service to the borough.

C. Shaw also thanked Deardorff and Armbruster but also thanked Fred Pace for his behind the scenes support.  
D. Newcomer also thanked Deardorff and Armbruster  
E. Deardorff suggested that several items be prepared for the new council persons coming on in January as an orientation and information packet including policies and resources. He also read a card sent to Council from the LEO's thanking them for their support of the LEO's projects.

9. Shaw and Stokes motioned to adjourn the meeting at 7:16 pm. Motion carried unanimously.

Respectfully submitted and attested,



Joseph Hogarth  
Borough Manager and Municipal Secretary