



# The Penbrook Borough Authority

- b. 3 Angle Ave.: A request by the owner to waive attorney fees of \$1040.50 was received by email. Owes for 2022, 2023, 2024 amount for each year \$30.39 plus fees per resolution for collections. Total owed \$1131.40.

Motion made by Shaw, 2<sup>nd</sup> by Barber to not waive attorney fees. Passed 4/0. Joe will email the owner with the decision.

- c. Other reports/comments: None

## IX. Engineer's Report/Recommendations:

- a. 2501 Herr St. (25<sup>th</sup> and Ludwig) if any updates from engineer.  
Per April 2025 meeting USG called for input and their video reviewed by engineer.  
August 2025 meeting – Will check with Rettew for frequency of monitoring and place on calendar schedule.
- 10-15-25 update-Recommended every 5 years
  - 1-21-26, No new updates. Remove from ongoing agenda item.
- b. Inlets 6-4, 6-6, and 6-9 on Herr Street. See engineer's budget. (\$41,000.00)
- **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-HOP permits applied for. Waiting on estimates.**
  - **10-20-25 PennDOT Permits – 1 is Approved and 1 waiting approval.**
  - **1-21-26 Final PennDOT permit approved.**
  - **1-21-26 Estimate to be resubmitted using prevailing wages.**
- c. Inlet 8-7 update: Hoffer Street will be rebuilt in the process.
- 1-21-26 Rettew is working on design.

## X. 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.
  - \*11-19-25: Suggestion for rolled curb and road repair in spring. Ask Rettew for a formal cost proposal.
  - \*Will follow up with Jeremy and hold off until March Agenda in Spring.
- b. Tiered Fee Schedule Research Update:
- \*9-17-25 update-Sample fee schedules provided by Rettew.
  - \*11-19-25 Passed to adopt a four-tiered ERU Fee Structure. SWA asked Rettew for recommendations for an action plan for the adoption of the new fee schedule.
  - \*1-21-26 Waiting on action plan. Joe will follow up with Kara.

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- c. Calendar for maintenance items:
  - \*25<sup>th</sup> and Ludwig 5-yr. inspection for April 2030.
  - \*Basin Maintenance schedule to be looked at and placed on calendar.
  - \*Rain barrel workshop for 2026 when received.
  - \*1-21-26 Suggested to add for fall fest.

## XI. New Business:

- a. Education:
  - \*Approved minutes from the November 2025 Stormwater Authority meeting to be posted.
- b. Administrative Delinquent Fee:
  - \*Fee for office administrator's time processing delinquent fees discussed. Discussion of a flat fee of \$40.00 to \$45.00 for delinquent accounts only. Also discussed raising the penalty fee to cover the cost. In anticipation of a new fee structure, it was discussed waiting to make these changes at that time. No formal vote was made on a decision but generally agree that it is best to make all fee structure changes at one time.
- c. Spring Rain Barrel Workshop:
  - Email correspondence from DCCD reviewed.
  - SWA did not send a letter of commitment to DCCD for this cycle. Joe will reach out to DCCD and inform them.
  - We will work on including the rain barrels with the fall fest.
- d. Street Sweeping Services for 2026:
  - Email correspondence from Central PA Sweeper with quote of \$5,900.00.
  - Looking for additional options for 2026. Possible Susquehanna Township 2-year contract but waiting on cost.

## XII. Public Comments: **None**

## XIII. Next Meeting: Wednesday, February 18, 2026 @ 6:30 pm – Community Building

## IX. Adjourn:

Motion made by:    Shaw    2nd by:    Barber    Vote passed: **YES**

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