

The Penbrook Borough Authority
EXPANDED AGENDA: WEDNESDAY, February 18, 2026 6:30 PM

I. Welcome /Call to Order/Attendance

Hogarth ___x___, Shaw___x___, Smith_____, Bargo__x___, Dry__x___, Kern___x___, Barber_____

II. Pledge of Allegiance & Moment of Silence

III. Public Comments: None

IV. Secretary's Report:

a. Minutes from January 21, 2025 meeting for approval:

Motion made by: ___Shaw_____ 2nd by: _____Bargo_____ Vote passed: YES

V. Treasurer's Report:

a. Stormwater Management balance, check detail, & profit and loss reports for January 2026:

Motion made by: __Dry_____ 2nd by: ___Bargo_____ Vote passed: YES

VI. Manager's Report:

a. Authority email activity: None

b. Stormwater time report:
Sent by Becky separate

c. Other reports/comments:
None

VII. Solicitor's Report/Comments:

a. Update on unpaid storm water fees and liens:
Handout by Beth

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- b. Other reports/comments:
None

VIII. Engineer's Report/Recommendations:

- a. 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.**
 - **2-18-26 Revised estimate with prevailing wage from Arney Bros. Inc in the amount of \$35,385.00**

Motion to award repairs of inlets 6-4, 6-6, and 6-9 on Herr Street to ___Arney Brothers_____ in the amount of ___35,385.00_____.
Motion made by: ___Shaw_____ 2nd by: ___Dry_____ Vote passed: YES

- b. Inlet 8-7 update: Hoffer Street will be rebuilt in the process.
- 1-21-26 Rettew is working on design.

Penndot received permit application from Rettew and will take 30 days to process

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.
 - *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.
- Invite to Kara for March. meeting

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c. Calendar for maintenance items:

- *25th 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.

d. Administrative Delinquent Fee:

*1-21-26 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. On hold until Tiered Fee Schedule adopted.

e. Rain Barrel Workshop:

*1-21-26 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 at including the rain barrels with the fall fest.

f. Street Sweeping Services for 2026:

- * 1-21-26 Email correspondence from Central PASweeper with quote of \$5,900.00. Looking for additional options for 2026. Possible Susquehanna Township 2 year contract but waiting on cost.
- 2-18-26 Intermunicipal Cooperation Agreement from Susquehanna Township reviewed.

Motion to accept agreement with _____ IMA with Susquehanna Township _____ for Street Sweeping for 2026. Subject to name change from Penbrook Borough to Borough of Penbrook Authority. To Beth to review

Motion made by: __Bargo_____ 2nd by: _____Dry_____ Vote passed: YES

X. New Business:

a. Education:

*Approved minutes from the January 2026 Stormwater Authority meeting to be posted.

b. WREP Agreement:

Reviewed 2026 & 2027 WREP agreement

Motion to accept WREP agreement 2026/2027 subject to name update to Borough of Penbrook Authority made by Dry/2nd by Shaw Vote passed YES.

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c. Assistant Secretary Discussion and adoption:

Nomination for Assistant Secretary: _____ Tremaine Barber _____

Motion made by: _____ Dry _____ 2nd by: _____ Shaw _____ Vote passed: **YES**

XI. Public Comments: **None**

XII. Next Meeting: Wednesday, March 18, 2026 @ 6:30 pm – Community Building

XIII. Adjourn:

Motion made by: Shaw 2nd by: Dry Vote passed: YES

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