

Penbrook Borough Council Meeting Minutes  
March 2, 2026  
Council Meeting

1. Call to order
  - A. On February 2, 2026 President Newcomer called the Borough Council to order at 6:33 pm followed by a salute to the flag and a moment of silence.
2. The roll was taken. All were present except for Burdine. Seaman arrived at 6:38 pm. Also present was the solicitor and the borough manager.
3. Citizen comments on agenda items: N/A
4. Consent Agenda

- A. Minutes

Council Minutes from February 2, 2026  
Caucus Minutes from February 17, 2026

- B. February 2026 Treasurer's Report

- C. Approval of bills to be paid

Stokes made a motion to approve the consent agenda as is. Moore seconded. No discussion and the motion carried unanimously.

5. Reports

- A. Mayor's report: Reviewed the monthly police stats.

- B. Manager:

The final cost spreadsheets for phases 2 and 3 of the Little Valley project have been ok'd by DCNR so the grant closeout process will soon be complete and the final inspection scheduled at DCNR's convenience.

The police department is at risk of losing Officer Toth temporarily due to military orders.

Retired police officer Mike Reynolds died recently, and details of his services will be sent out as they are made available.

Hogarth sent out a presentation created by Lower Paxton Twp outlining the issues with CRW and the Municipal Partners. There will be a meeting next week with CRW to further discuss the issues of cost sharing and billing rates.

C. Solicitor:

- i. Kern referred to Action Item C and the MOU with Susquehanna Twp was sent back signed and no changes. The MOU is now available for consideration to finalize.

D. Fire Chief: N/A

E. Committees

i. Codes – No report

ii. Public Safety – No report

iii. Parks and Recreation – Newcomer commented on the upcoming Summer Program and forms that need to be added to the web page. Also, there will be a community yard sale the first Saturday in June. Proceeds will go to fund the Summer Program at Little Valley

iv. Public Works – Shaw advised that there will be a committee meeting next week as the group continues to work on task outlines and policies.

v. Finance and Administration – Newcomer gave Council an update on the assistant borough mgr hiring process. The top candidates will be asked to appear for a final interview round at a special meeting of Council on Monday March 9 at 6:30 pm.

vi. Community and Government – Moore gave an update on the snow angel program and would like to have a link placed on the website. Dry asked if something similar could be done for yard maintenance. It was agreed that it would be worth exploring but might be harder to get volunteers since it could be more regular work than snow removal.

vii. Technology – The committee is putting together a list of questions to be sent out to potential vendors including our current IT services provider with data security being a priority.

viii. Authority – Dry advised the Authority is working on changing the billing from sq/ft to an impervious surface calculation which is more fair and relative to storm water runoff. Also the SWA wants to change the budget cycle to a calendar year rather than the July/June schedule. A street sweeping IMA has been agreed on with Susquehanna Twp and several inlets will need replaced along Herr and Walnut streets.

ix. Planning Commission – Stokes shared the 2026 Council Goals document that was presented at the February Caucus meeting with the Commission members. That along with the STMP report will go toward drafting the new comprehensive plan.

6. New Business

A. A motion is needed to approve Resolutions 2026-14 appointing David Hiester to the Penbrook Revitalization Inc Board of Directors. Stokes made a motion to approve and Shaw seconded. Motion carried unanimously

B. Sam Meckly and Jeremy Smith from Rettew Engineering presented Council with three concept drawings for proposed improvements to Community Park. The idea being that Council, along with the Parks Sub-committee, would narrow down the improvements so Rettew can make a master plan drawing to be considered at the March Caucus meeting. DCNR has a grant window for potential funding. Council gave Rettew ideas to create the new drawing. Once the final drawing is accepted Rettew can put together cost estimates and break the project down into phases.

C. A motion is needed to approve the Memorandum of Understanding with Susquehanna Twp Authority regarding sewer billing. Moore made a motion to approve, seconded by Shaw. Motion carried unanimously.

7. Citizen Comments

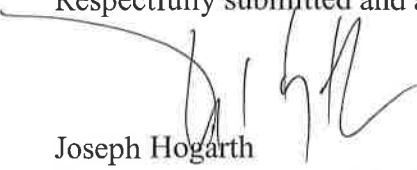
A. Joe Wenger, 2324 Hoffer suggested that if Council reviews drawings like they did with the Community Park renditions that they be displayed on a screen for the public to view as well.

8. Council comments

A. Moore said her availability to attend meetings will be limited because of obligations to a political campaign, but she remains available to be contacted by constituents or officials.

9. At 8:25 pm the public meeting was adjourned for an executive session to discuss information and strategy relative to collective bargaining. The executive session ended at 9:18 pm with a motion and second from Moore and Lovejoy.

Respectfully submitted and attested,

  
Joseph Hogarth  
Borough Manager and Municipal Secretary