

**Penbrook Borough
Caucus Meeting
Minutes
April 27, 2026
6:00 PM**

1. Call to order and roll call: President Newcomer called the public meeting to order at 6:04 p.m. Present were Newcomer, Stokes, Lovejoy, Shaw, and Burdine. The Mayor, Hogarth, Kern, and Welch were in attendance. Seaman arrived at 6:21 p.m.
2. Citizen Comments on Agenda Items: N/A
3. Discussion and Action Items
 - a. Hogarth provided an overview of the DCNR Grant Resolution for Phase I of the Community Park project. Hogarth explained that the grant award is for \$400,00 and that there is a \$200,000 match requirement for the grant. Hogarth discussed how other secured grant funding could count toward this requirement. Stokes made a motion to approve the grant resolution and Shaw seconded. The motion carried unanimously.
 - b. Newcomer reviewed the field use agreement for the JT Dorsey Foundation. Kern elaborated that the Borough has engaged in previous field agreements with the JT Dorsey Foundation starting with a 1-year field agreement followed by a 3-year field agreement and now the proposed 5-year field agreement. Newcomer noted that JT Dorsey has been a strong collaborator with the Borough and assisted with securing the US Soccer Foundation grant opportunity to install the soccer mini-pitch. Hogarth posed a question wondering if the mini-pitch could count toward the DCNR match requirement. Newcomer and Kern noted that it was uncertain due to the timing of the grant being executed after installation of the mini-pitch, but that it was worth inquiring about. Stokes made a motion to approve the field use agreement and Shaw seconded. The motion carried unanimously.
 - c. Newcomer began the conversation regarding the proposal of the Public Safety Committee's involvement with police-related complaints. Newcomer requested the Mayor's input. The Mayor questioned why the Public Safety Committee wanted to take this oversight out of his hands, as he is currently the one managing the process.

Hogarth explained the complaint and investigation process when concerns are presented regarding an officer. Hogarth elaborated that, typically, the Lieutenant receives a complaint and investigates. The investigation consists of collecting evidence such as reviewing body camera footage, reviewing reports and calls, etc. The investigation report is provided to the Chief of Police (Hogarth) to determine if the claims are sustained, unfounded, or dismissed. If the complaints are sustained, a plan is implemented to rectify the concern (i.e. additional training, job action, etc.). The Mayor is made aware of each complaint and if the complaint involves Foltz, the Chief does the investigation and the Mayor is the finder of facts.

Newcomer recommended the conversation be tabled until Moore is present for discussion. Newcomer recommended a meeting to take place among the Safety Committee to further review the proposal.

Newcomer requested the number of complaints year-over-year from Hogarth for review.

Discussion regarding capturing demographic information and other details for consideration was had. Specifically, inquiries regarding age, "hot spot" locations, and whether or not those cited were residents of Penbrook were of interest.

- d. Newcomer inquired about the proposal regarding the commercial vehicle parking ordinance. Burdine noted that the existing ordinance nor the way that the proposed ordinance is written would resolve the concern that raised this discussion. Burdine indicated he would seek further clarification and specifics from Moore. The conversation was tabled.

4. Citizen Comments: N/A

5. Council Comments

- a. Newcomer reiterated his urge for commitment from council members to attend meetings and communicate with Hogarth to the best of their ability regarding their attendance or absence at meetings to best gauge whether there will be a quorum. Newcomer thanked everyone for their hard work and participation.
- b. Lovejoy inquired about why video participation does not count toward a quorum. Kern explained that this is a result of the way the Pennsylvania Borough Code is written and urged folks to connect with their legislators if they would like to see this changed.
- c. Shaw noted that it should be reiterated and made clear to those who were not in attendance that Hogarth should be the point of contact when people will not be able to attend a meeting. Hogarth noted that he was fine with Newcomer or Welch being informed of absences in case Hogarth is out of office or unable to attend a meeting. Newcomer and Welch agreed to this.

6. The meeting was adjourned to the public for an executive session to discuss Police Collective Bargaining at 6:56 p.m. The executive session ended, adjourning at 7:42 p.m.

Respectfully submitted,



Joseph Hogarth, Borough Secretary