

The Penbrook Borough Authority

MINUTES: WEDNESDAY, July 1, 2026 6:30 PM

I. Welcome /Call to Order/Attendance

Hogarth _ x_, Shaw____, Smith_x_, Bargo_x_, Dry_x_, Kern_x_, Barber__ Welch_x_

II. Pledge of Allegiance & Moment of Silence - **OBSERVED**

III. Public Comments:

1- **Annmarie – 2711 Butler St-Would like to know what is going to change.**

Blain responded by explaining ERU's and then asked Kara to better explain what ERU's are and how they work with pervious vs. impervious-went on to explain we do not have a final bill.

2- **Jane Burman 2615 Hoffer St- Asked how did we get the GIS data? Kara explained it is collected every 2 years. The Solicitor explained there will be an appeal process.**

When does it start? Answer - 1st of 2027 Appeal 30 – 60 days

3- **Mrs. Robinson – 500 S. 27th St – asked is there a fee to appeal?**

A question of a fee for Mother Nature? - Joe explained about, a need, for this process / repairs are needed.

IV. Secretary's Report: **Prepared by Glynis Smith**

a. Minutes from May 20, 2026, meeting for approval:

Motion made by: __DRY__ 2nd by: __SMITH__ Vote passed: YES 3/0

V. Treasurer's Report: **Presented by Blain Bargo, he read through 2 months of reports**

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

Motion made by: __Bargo__ 2nd by: __SMITH__ Vote passed: YES 3/0

VI. Manager's Report: **Presented by Joe Hogarth**

a. Authority email activity:

email about the repair of two inlet invoice boxes.

CDBG Block Grant-75,000.00 – small water fern grant, Spring 2027

b. Stormwater time report:

- Time reports provided to authority.

c. Other reports/comments: **NONE**

VII. Solicitor's Report/Comments: **Provided by Beth Kern**

a. Update on unpaid storm water fees and liens:

- **Statis report given to SWA and explained about the new delinquent fees.**
- **SWA may see an increase in delinquent fees next month.**

b. Appeals process information:

c. Other reports/comments:

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VIII. Engineer's Report/Recommendations: **Blain asked about this and Joe explained.**

- 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. Estimate accepted and voted on to award to Arney Bros.
 - *3-18-26 Arney Brothers is waiting on delivery of ordered materials for inlets.
 - *5-20-26 Rettew was notified by Arney Bros. that the precast boxes are delivered.
- b. Inlet 8-7 update: Hoffer Street will be rebuilt in the process.
 - Blain explained we are still waiting on materials.**
 - *1-21-26 Rettew is working on design.
 - *2-18-26 Permit application received by PennDOT for review.
 - *3-18-26 Project awarded to Arney Brothers as a shared project with the Sewer Authority. Storm Water Authority will be responsible for 40% of the final cost.

IX. Old Business:

- a. Fee Schedule: **Blain explained we are still working out all the details.**
 - *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.
 - *3-18-26 Kara from Rettew present to recommend action plan.
 - *3-18-26 Motion passed to end current billing cycle of July1 to June 30 starting the 2026-2027 cycle year.
 - *3-18-26 Motion passed to establish a new billing cycle of January 1 to December 31 starting January 1, 2027.
 - *4-15-26 Kara explained about the new number of properties in Penbrook and the new dollar amounts anticipated for the new billing year.
 - *4-15-26 Joe explained about the announcement letter going out after May. Kara was consulted.
 - *5-20-26 Review draft transition letter.
 - *5-20-26 Parcel 2026 update.

Audience asked about – How are we billed? How would we be billed? Monthly-quarterly-? Is there a discount period? SWA – went on to explain with open forum of questions.

X. New Business: **Presented by Blain Bargo**

- a. Education:
 - *Approved minutes from the March and April 2026 Stormwater Authority meeting to be posted.
 - being sent out by Robin Dry.**

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- b. Proposal from E. K. Services for inlet cleaning and retention pond cleaning.
-Joe explained about problematic inlets that need regular maintenance. \$2450.52(for 6) per time.
-Talk about the 19,549.21 per time to clean the retention pond. How should it be maintained, how often to do it? 3 quotes attempted – need even if no other quotes. On hold until next month.

- c. Public Works Report: **no report for this month**

XI. Public Comments:

- they asked if we (Penbrook)were involved in the Greenbelt area – Joe explained we are not.
- the audience stated they enjoyed the meeting.

XII. Next Meeting: Wednesday, August 19, 2026 @ 6:30 pm – Community Building

XIII. Adjourn:

Motion made by: SMITH 2nd by: DRY Vote passed: **YES 3/0**

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