

1. Call to Order:

On January 6, 2020 Mayor John McDonald called the Borough Council to order at 6:30 PM, followed by the salute to the flag and a moment of silence.

2. Oaths of Office by Mayor John McDonald:

Oaths of Office were given to Robin Dry, Ward 1, Ben Stokes, Ward 2 and Kevin Ramper, Ward 4. Vicki Shaw of Ward 3 and Jim Armbruster of Ward 4 were sworn in prior to the meeting.

3. Roll Call was taken with all members present

4. Mayor McDonald presided over the election of officers and asked for nominations for council president, vice president and president pro tem.

A. Kevin Ramper nominated Dave Deardorff for president. There were no other nominations. A vote was taken on that nomination and Councilman Deardorff was elected unanimously as Borough Council President.

B. Dave Deardorff nominated Kevin Ramper for vice president. There were no other nominations. A vote was taken on that nomination and Councilman Ramper was elected unanimously as Borough Council Vice President.

C. Dave Deardorff nominated Robin Dry as president pro tem. There were no other nominations. A vote was taken on that nomination and Councilwoman Dry was elected unanimously as Borough Council President Pro Tem.

5. President Deardorff's committee assignments for 2020 through 2022:

A. The budget committee will be chaired by Jim Armbruster, co-chaired by Kevin Ramper and Vicki Shaw assigned as member.

B. The codes committee will be chaired by Dave Deardorff, co-chaired by Jim Armbruster and Kevin Ramper assigned as member.

C. The community and government committee will be chaired by Vicki Shaw, co-chaired by Jim Armbruster. The member is un-assigned.

D. The parks and property committee will be chaired by Ben Stokes, co-chaired by Robin Dry and the member is un-assigned.

E. The personnel committee will be chaired by Robin Dry, co-chaired by Dave Deardorff and Jim Armbruster was assigned as member.

F. The public safety committee will be chaired by Kevin Ramper, co-chaired by Nate Shaw and Robin Dry will be a member.

G. The public works committee will be chaired by Nate Shaw, co-chaired by Ben Stokes and Kevin Ramper will be a member.

6. Action on the minutes from December 2, 2019 Council Meeting:

President Deardorff asked for a motion to accept the December 2 minutes and a motion was made by Kevin Ramper to accept the minutes. The motion was seconded by Nate Shaw and voted on unanimously.

7. Citizen Comments:

There were no citizen comments regarding the agenda.

8. Appointments and swearing in of borough officials:

- Joseph Hogarth, Police Chief, Borough Manager, Secretary, Treasurer, and Right-to-Know Officer
- Robert Myers, Building Code Officer, Codes Official and Zoning Officer
- Rebecca Ramper, Administrative Assistant and Assistant Treasurer
- Mark Wendaur, Borough Solicitor
- Frank Lavery, Labor Attorney
- Jeremy Smith and Rettew Associates, Borough Engineers
- Light-Heigel, Inc., as Borough Building Inspectors and Plan Examiners
- James Crum, Zoning Hearing Board (2 Year Term)
- Patricia Gallagher, Zoning Hearing Board (3 Year Term)
- Martin J. Flannery & Associates, LLP, Borough Accountants and Auditor
- Sean Harris, Civil Service Commission (6 Year Term)
- Dwaynne Herb, Property Maintenance Code Board (4 Year Term)
- Jason Musser, Property Maintenance Code Board (4 Year Term – Alternate)
- Bob Rhoads, EMA Director
- Jonathan Morris, Sr., Special Fire Police - Captain
- Bob Rhoads, Special Fire Police – Lieutenant
- David Deardorff, Special Fire Police
- Bob Treaster, Special Fire Police
- Steve Clark, Special Fire Police
- Jason Musser, Special Fire Police
- Bob Love, Special Fire Police

A. Mayor McDonald administered the oath of office to Joseph Hogarth as Borough Manager.

B. Mayor McDonald administered the oath of office to the members of the Penbrook Borough Special Fire Police: Jonathan Morris Sr., Captain, Bob Rhoades, Lieutenant, Dave Deardorff, Bob Treaster, Steve Clark, Jason Musser and Bob Love.

9. Reports:

A. Mayor – The Mayor provided Council with the December 2019 Police Report.

B. Treasurer – Secretary Hogarth read the Treasurer's report for December 2019. A motion was made by Armbruster and seconded by Shaw to approve the Treasurer's report for audit. The motion passed unanimously.

C. Manager – Hogarth reported that the Asylum Run sewer project continues to make progress. DEP has extended the consent order through February 2, 2020 to provide Doli Construction with additional time to complete the sewer line and man-hole replacements. A change order has been issued to Doli to reflect the additional time needed to complete the project. The AFSCME contract for the non-uniform employees has been tentatively agreed to by both the personnel committee and the AFSCME members. The contract is currently being reviewed by the borough's labor attorney, Frank Lavery for review before sending it back to Council. PP&L is currently in phase 2 of the LED street light initiative. The project is expected to be complete by the end of January. A reminder that the parking ticket cost has been increased from fifteen to twenty dollars effective January 1. And the police department is expecting delivery of their new 2020 Ford Explorer before spring.

D. Solicitor – No report.

E. Susquehanna Township EMS – There was no representative from STEMS at the meeting to give a report.

F. Fire Chief – Chief Musser provided reports from the fire department for December 2019 as well as a year-in-review summary.

G. Committees:

1. Codes – Deardorff reviewed the December 2019 recap report from the Codes Enforcement office.

2. Public Safety – Bob Rhoads mentioned the Council members in charge in the event of an emergency during the month of January are Deardorff, Ramper and

Stokes. He also reminded everyone about Pennsylvania's "Move Over Law" in light of the paramedic that was killed by a passing motorist recently.

3. Parks & Property – Stokes reported the Elm Street Station Park grand re-opening was a success despite the cold and rain. The next meeting is scheduled for January 8, 2020 at 6:30pm.

4. Public Works- Shaw mentioned the snow equipment is prepared for the winter weather events and the new HVAC system has been installed at the Borough garage.

5. Personnel – President Deardorff called for an Executive Session at the conclusion of the Council meeting to discuss a personnel matter.

6. Community & Government – Armbruster mentioned the newsletter has gone out and he would like stories and events for the upcoming newsletter that he'd like to get out in the spring.

7. Budget – Armbruster distributed a summary report through December 2019 and highlighted several funds.

8. Authority- Dry reported the next Authority meeting is scheduled for January 15 at 6:30PM.

6. New Business:

A. A motion was made by Armbruster, seconded by N. Shaw to approve the ordering of an audit to the previous Borough Manager which is required by law. The motion to approve this request passed unanimously.

B. A motion was made by Dry, seconded by Armbruster to approve the motion to accept the resignation of part time police officer David Dombrowsky as of December 31, 2019. The motion to approve this request passed unanimously.

C. A motion was made by Armbruster, seconded by Shaw to approve the motion to accept the change order submitted by Doli Construction in the amount of \$3250.00 for the installation of a new lateral sewer line at man hole D990 of the Asylum Run sewer line replacement project. The motion to approve this request passed unanimously.

D. A motion was made by Ramper, seconded by Dry to approve the motion to renewal of the Signal Services, Inc. traffic signal maintenance contract through 2021 covering the five traffic control signals in the Borough. The motion to approve this request passed unanimously.

- E. A motion was made by Stokes, seconded by Armbruster to approve the motion to accept the resignation of Amado Margarito from the Planning Commission. The motion to approve this request passed unanimously.
- F. A motion was made by Dry, seconded by Armbruster to approve the motion for the appointment of Amado Margarito to fill the vacancy of the Ward 1 council seat. The motion to approve this request passed unanimously and Margarito was given his Oath of Office by Mayor McDonald.

7. Visitors to be heard:

- A. Mr. D. Parsons of 2508 Walnut St. complained about trash and junk cars near Pierce Av. President Deardorff mentioned that there are 6 or 7 active codes reports for that area but ensured Mr. Parsons that issues will be followed up.
- B. Clyde Bateman 2615 Boas St asked which newspaper the Borough will advertise with now that the Paxton Herald will no longer be circulating. President Deardorff said that hadn't been discussed but the Patriot News was one obvious choice. Bateman then asked about the block wall that was erected by a resident on Market St. Councilman Armbruster said he looked into it and discovered that zoning allows for a wall that doesn't exceed three feet in height so the block wall is within the law.
- C. Mr. Steven Garisto of 2531 Boas St. commented that the LED street light project is too bright and the light shines in his windows at night. He said it's dark across the street and inquired about PP&L making changes.

8. Comments from Elected Officials:

- A. Dry – Thanked everyone for attending tonight's meeting and enjoyed the New Year's Day pork dinner. She also congratulated the newly elected and appointed council members.
- B. N. Shaw- Thanked all the citizens that attended the meeting and thanked all the council members for their participation as well.
- C. Armbruster – Thanked the highway department for all the work on the Asylum Run sewer project. Also thanked and welcomed the new members of council.
- D. Margarito – Thanked Carmen Gonzalez for her encouragement that he get involved in council government.
- E. V. Shaw – Thanked the other council members for making her feel welcomed.

F. Mayor – Thanked and welcomed the new members of council.

G. Ramper – Thanked and congratulated Dave Deardorff on his election to President and thanked the citizens for coming out and the comments they made.

H. Deardorff – Thanked the highway department for their work and thanked council for their trust in him shown by election to Council President.

9. Action on the Bills to be Paid:

A motion was made by Armbruster, seconded by Margarito to pay the bills. The motion passed unanimously.

10. Adjourn:

A motion was made by N. Shaw, seconded by Dry to adjourn at 8:40PM. The motion passed unanimously.

Submitted on January 7, 2020 by:

Joseph Hogarth
Municipal Secretary