

The Penbrook Borough Authority

Minutes: WEDNESDAY, January 15, 2020 6:30 PM – Community Building, Chambers

- I. Welcome /Call to Order/Attendance
Musser _____, Hogarth ___X___, Wendaur _____, Shaw___X___,
Smith___X___, Bargo___X___, Stokes___X___, Dry___X___
- II. Pledge of Allegiance & Moment of Silence
- III. Public Comments- **Not at this time.**
- IV. Swearing in Oath of Office for Ben Stokes for new term appointed by Borough Council. –
Rescheduled due to illness
- V. Assign Officers for the year 2020:
 - a. Nomination for President: _____ **Blain Bargo** _____
Motion made by _____ **Robin Dry** _____ 2nd by _____ **Glynis Smith** _____ Vote passed: **yes**
 - b. Nomination for Secretary: _____ **Glynis Smith** _____
Motion made by _____ **Ben Stokes** _____ 2nd by _____ **Nate Shaw** _____ Vote passed: **yes**
 - c. Nomination for Vice President: _____ **Robin Dry** _____
Motion made by _____ **Smith** _____ 2nd by _____ **Stokes** _____ Vote passed: **yes**
 - d. Nomination for Treasurer: _____ **Shaw** _____
Motion made y _____ **Dry** _____ 2nd by _____ **Stokes** _____ Vote passed: **yes**
- VI. Secretary's Report:
 - a. Minutes from the December 18th, 2019 meeting for approval: **As amended with corrections**
Motion made by: **Shaw** _____ 2nd by: _____ **Dry** _____ Vote passed: **yes**
- VII. Treasurer's Report:
 - a. Stormwater Management balance, check detail, & profit and loss reports for December 2019
Motion made by: _____ **Stokes** _____ 2nd by: _____ **Dry** _____ Vote passed: **yes**
- VIII. Manager's Report:
 - a. Discuss Authority email activity. –**Lien was forwarded to Mark Wendaur**

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- b. Introduce new Borough Manager and discuss extent of duties/involvement with authority since it is a dual position as manager/chief. **Mr. Hogarth was introduced and states he has a lot to learn but he hope to add to the consistency of the Authority Board. Blain explained about the role, responsibilities and boundaries for the SWA members and getting things approved by/ for council. Blain offered time as requested by Mr. Hogarth as Mr. Hogarth wants to commit time needed to SWA but at this time is unsure what that looks like.**

IX. Solicitor's Report:

- a. Update on the office of Tax Assessment's progress on changing 20 acres of the HBG cemetery from Susquehanna to Penbrook. **Still Pending**
- b. Update on written permanent easement with Harrisburg Cemetery. **Still Pending**
- c. Update on status of liens. **A few more continue to come in. As residents call in the office is asking the residents if they are interested in having the SWA bill placed on the tax bill. Many people have said YES, along with reminders.**

X. Old Business:

- a. November minutes sent to Rick and are posted. **Blain reports them to be turned in.**
- b. Continue discussion of future billing methods and current contract with Keystone.
(Attachment notes) **Blain opened discussion by explaining we have about 80% current return and would like to do what is necessary to get a better return. He clarified that there are 102 from 2017 and 192 from 2018 still outstanding, with 93 being repeat offenders of this bill not being paid. Blain explained billing summary from John Eberly and the past to current process used just to bring everyone up to date. Blain referred to the attached notes as to the process discussed as an option moving forward.**

At this time Mr. Armbruster shared his concerns and disapproval of the process the SWA has talked about taking. He was very adamant that he did not want this SWA bill to go on his taxes. He explained that it takes all of his Social Security to pay just the taxes in the borough. Placing this fee on the taxes means he (we) cannot pay them quarterly and for some people in the borough this is a great hardship. He also added that he did not feel as though the Authority Board was doing a very good job of managing things.

Mr. Armbruster made some suggestions as to other options for the board to consider such as; Sherriff Sale, Civil Complaints, collection agencies (National Recovery or J.P Harris). He shared how this has worked in the past in collecting almost all that was due to the borough. When it was explained about not having the same staff / manpower to do things as they may have been done in the past, Mr. Armbruster offered up his time to do the billing himself.

At this time Nate Shaw suggested we table changes until more research can be done to ensure what would be the best process moving forward. Mr. Hogarth will be doing some checking with the local Magistrate as to some of the suggestions made and options.

The contact to Dauphin County about line item costs and Pinkerton will be discussed at the next SWA meeting.

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- c. Status of contract award for Storm Drain Repairs to Mid State Paving. **Hogarth and Nate 10am at boro & on site pre-construction meeting. Once submitted, 3 to 4 week construction-March? (2wk project) Nate will be going out and Todd and Hogarth will oversee (Retew Approved) Monarch?**

XI. New Business:

a. Education:

- Approved minutes from the December Stormwater Authority meeting to be posted. **Blain submitted to Rick**
- Discuss scheduling a Public Meeting, Newsletter article, and Website info for proposed billing method. **This item is on hold**

- b. Review status of check signers. **Blain asked about this status and Hogarth explained that any new people would need to go to the bank to get new paperwork/ signatures as John Eberly needs to be removed** from the account.

- c. Jason Musser resignation: **Blain read the letter and explained how he would like to have involvement in the future if his job should change.**

Motion to accept made by Stokes 2nd by Shaw Vote passed: **yes**

- d. ****add for next meeting CDL cost to be presented for borough staff – 3 at 75.00each)

XII. Public Comments:

-**Jim Armbruster reiterated the hardship of paying all of the fees and taxes all at once.**

-**Miss Eva said she hopes for a better year and a better understanding of the SWA.**

-**Nate Shaw explained about the SWA doing better at researching options for the money/ billing with greater understanding.**

-**Todd and Mr. Hogarth cover during Nate's absence (last day 1/27)**

XIII. Next Meeting: Wednesday, February 19, 2020 @ 6:30 pm – Community Building, Council Chambers

XIV. Adjourn:

Motion made by: Dry 2nd by: Shaw Vote passed: **yes**

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