

Penbrook Borough Council Meeting Minutes  
March 2, 2020

1. Call to order

On March 2, 2020 Council President David Deardorff called the Borough Council to order at 6:30 pm followed by a salute to the flag and invocation by Pastor Halliday.

2. Roll Call

Councilperson Ramper was absent. All others were present.

3. Action on the minutes from the February 6, 2020 Council Meeting minutes.

Council President Deardorff asked for and received a motion from Councilman Armbruster. Councilman Margarito seconded. There was no discussion and the motion was voted in favor unanimously.

4. Action on the minutes from the February 18, 2020 Caucus Meeting minutes.

Council President Deardorff asked for and received a motion from Councilperson Dry to accept and ratify the hiring of Public Works employee Tegan Swank. The motion was seconded by Councilman N. Shaw. There was no discussion and the motion was voted in favor unanimously.

5. Citizen comments on the March agenda

There were no citizen comments to be heard.

6. Recognition of former Councilwoman Sandy Matio for her years of service both on Borough Council and the community in general.

Mayor McDonald read both the proclamation and resolution prepared for Matio, who could not attend tonight's meeting due to illness.

7. Recognition of former Officer David Dombrowsky for his 17 years of service as a part time police officer with the Borough.

Mayor McDonald read both the proclamation and resolution prepared on Dombrowsky's behalf and Officer Maley presented Dombrowsky with a plaque on behalf of the Penbrook Police Department.

8. Reports:

A. Mayor – The Mayor provided Council with the February 2020 Police report.

B. Treasurer – Manager Hogarth read the Treasurer's report for February 2020. In addition it was mentioned that the Borough was notified that it was awarded \$75,000 gaming grant for the 2020-21 grant cycle. Also PenDOT notified the Borough today that it will receive \$86,383.67 in Liquid Fuels money this month. A motion was made by Armbruster and seconded by N. Shaw to accept the report. It was favorably voted on unanimously.

C. Manager – Manager Hogarth reported that a third party inspection was done of the Elm Street Park and there are items that Columbia Excavating needs to fix. The stormwater inlet project will be starting within the next few weeks at Penbrook and Forney. New voting machines will be delivered for the April Primary Election. Tegan Swank was hired as our new Public Works employee filling a vacancy that's been open since August. And Officers Foltz and Maley both passed the written exam for promotion to lieutenant. They will take an oral exam on March 13 and the scores will be presented to the Civil Service Commission who will meet on April 1.

D. Solicitor – No report

E. STEMS – No report made available

F. Fire Chief – No report made available

G. Committees

i. Codes – Council President Deardorff read the codes report

ii. Public Safety – No report made available.

iii. Parks and Property – Councilman Stokes reported the next meeting will be March 11 when they will discuss the Little Valley

Summer Program and the Borough wall mural project.

iv. Public Works – Councilperson N. Shaw mentioned the hiring of employee Tegan Swank.

v. Personnel – No report

vi. Community and Government – Councilperson V. Shaw reported there will be community cleanup projects on April 4 and April 19. See the newsletter for details.

vii. Budget – Councilman Armbruster provided council with his revenue and expense report and pointed out that it's usual for expenses in the general fund to exceed revenues until taxes are paid later in the year.

viii. Authority – Councilperson Dry reported that the next Authority meeting is scheduled for March 18 at 6:30pm.

## 9. New Business

A. Approve or reject a motion to appoint applicant Peter Schwarze to the Planning Commission. A motion was made by Stokes and seconded by Margarito to approve. There was no discussion and the motion was voted unanimously to approve.

B. Approve or reject a motion to appoint applicant Carmen Gonzalez to the Planning Commission. A motion was made by Stokes and seconded by Margarito to approve. There was no discussion and the motion was voted unanimously to approve. Mayor McDonald swore in both Schwarze and Gonzalez as members of the Planning Commission.

C. Approve or reject a motion to accept the bid of \$4005.00 from H.E. Black and Associates to do an Americans with Disabilities Act access analysis at Little Valley Park. A motion to accept was made by Deardorff and seconded by Stokes. There was no discussion and the vote was unanimous to accept the bid.

D. Approve or reject a motion to approve an on-street handicapped parking permit submitted by Denise Lovejoy residing at 38 Banks St. A motion to reject the application was made by Armbruster and seconded

by N. Shaw. There was no discussion and motion was voted unanimously to reject.

10. Citizens to be heard

A. Clyde Bateman commented on a car that had an expired inspection sticker parked on a public roadway. He believes that we are too lenient in enforcing such things. Manager/Chief of Police Hogarth commented that all such reports by citizens are handled when they are made, however enforcement is at the discretion of the officer. At the direction of the Chief, not all minor violation will result in citations or processing as an abandoned vehicle.

B. Pastor Mark Halliday of the Penbrook Church of God announced that his church will have two community events. The first of which will be a free concert on May 9<sup>th</sup> and the other will be a community picnic on May 30<sup>th</sup>. The church should be contacted for more details.

11. Council comments: All council members thanked former Councilperson Matio and Officer Dombrowsky for their years of service to the community. They also thanked Schwarze and Gonzalez for their willingness to serve on the Planning Commission and Tegan Swank's willingness to join the Borough as a public works employee.

12. Action on the bills to be paid:

A motion was made by Armbruster to pay the bills. It was seconded by Dry and voted in favor unanimously.

11. Adjournment:

A motion was made by Margarito to adjourn the meeting at 7:10pm. It was seconded by N. Shaw and voted in favor unanimously.

Respectfully submitted,

Joseph Hogarth  
Borough Manager and Municipal Secretary