

Penbrook Borough Council Meeting Minutes  
April 6, 2020

1. Call to order

On April 6, 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

All were present.

3. Action on the minutes from the March 2, 2020 Council Meeting minutes.

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

4. Citizen comments on the March agenda

There were no citizen comments to be heard.

5. Reports:

A. Mayor – The Mayor provided Council with the March 2020 Police Report.

B. Treasurer – Manager Hogarth read the Treasurer’s report for February 2020. A motion was made by Ramper and seconded by Dry to accept the report. It was favorably voted on unanimously.

C. Manager – Manager Hogarth reported that the building is closed to the public and all borough events cancelled. Non-essential employees are working from home and only coming into the office when necessary. Public works is doing projects and work as necessary otherwise on call from home. The cleaning service is coming in one extra day to do extra cleaning especially in the police offices. And gloves and N95 masks are in good supply should any employee need them.

D. Solicitor – The Solicitor’s report tied in with the agenda item dealing with the wireless ordinance and will be discussed at that agenda item

E. STEMS – Chief Baily reports that call volume has been increasing because of the COVID response and they’re preparing for a rough week. He asked for a letter from the borough stating that STEMS is the EMS provider for the borough so they can better get supplies. Manager Hogarth to write that letter.

F. Fire Chief – No Report made available but the Fire Police report was emailed to the borough manager by Captain John Morris and read.

#### G. Committees

i. Codes – Council President Deardorff read the codes report

ii. Public Safety – Order of Succession members are V. Shaw, N. Shaw and Margarito. EMC reached out to STEMS offering support but nothing needed at this time.

iii. Parks and Property – There will be no parks meeting this Wednesday but Chair Stokes will email committee members a list of items to think about. Also, the Little Valley Summer Program is on hold but hoping it can still be had

iv. Public Works – No report

v. Personnel – We’re still waiting for a response from AFSCME regarding the non-uniform contract

vi. Community and Government – Rick Levendusky has been making a lot of progress with the project getting the ordinances on-line.

vii. Budget – Jim reviewed the county tax documents and suggested council keep a close eye on taxes paid in regards to budget planning this fall

viii. Authority – No report other than a meeting is scheduled for April 15<sup>th</sup> at 6:30pm

## 6. New Business

A. Approve or reject a motion to accept the resignation of EMC, Bob Rhoads. President Deardorff read a letter from Scott Rhoads to the council on behalf of his father Bob in serving the Borough as the EMC for the past 25 years. A motion was made by Armbruster and seconded by N. Shaw. There was no discussion and the motion passed unanimously.

B. Approve or reject a motion to accept the Civil Service Commission's eligibility list for the position of police lieutenant. A motion was made by Ramper and seconded by Dry. There was no discussion and the motion passed unanimously.

C. Approve or reject a motion to promote Officer Foltz to the position of police lieutenant effective 19 April 2020. A motion was made to promote Foltz by Armbruster and seconded by V. Shaw. There was no discussion and the motion passed unanimously.

D. Approve or reject a motion to accept the contract for use of the little league baseball field at Community Park by the Paxtang-Wilhelm Baseball Association for the remainder of 2020. A motion was made to accept the contract by Dry and seconded by V. Shaw. Armbruster commented that there was no end date on the contract. Solicitor Wendaur responded that there will be an appendix with the schedule as soon as one is created. The contract will read that the end date will be mutually agreed to by both parties. The motion passed unanimously.

E. Approve or reject a motion to allow a handicapped parking permit to Ms. Sharon Hedricks of 2740 Elm St. A motion to reject the permit was made by Armbruster and seconded by Dry. Armbruster mentioned that the applicant has off-street parking therefore does not meet the Borough's requirement. Ramper asked Wendaur if the Borough has liability because the applicant disclosed that she can't turn her head while driving and we didn't report it to PenDOT. Chief Hogarth commented that there's no evidence of unsafe driving and there's no requirement to turn one's head while driving and any report to PenDOT should come from a physician. The motion to reject was passed unanimously.

F. Approve or reject a motion to advertise the proposed zoning ordinance regarding mini cell towers. A motion to approve was made by Armbruster and seconded by Ramper. Solicitor Wendaur reminded everyone that he was working with BCO Myers about some specific measurements. Armbruster asked where the advertisement would be. It'll be advertised through the Patriot News/PennLive. Ramper asked if it'll be sent to the county for their review which it will. The motion passed unanimously.

G. Approve or reject a motion to send a recommendation to the county for Todd Zwigart to become the Borough's Emergency Management Coordinator. A motion to approve was made by Deardorff and seconded by Armbruster. There was no discussion. The motion passed unanimously.

7. Citizens to be heard

There were no citizen comments

8. Council comments:

Dry thanked Bob for all his years of service as EMC

N. Shaw appreciates all the work Todd Z has been doing during the pandemic and congratulated Officer Foltz on being promoted to lieutenant.

V. Shaw thanked Bob Rhoads as well. And thanks to Todd Z.

Stokes thanked Bob Rhoades and congratulated Todd. Also he thanked Chief Baily for his work with STEMS

Armbruster thanked Bob Rhoads and congratulated Todd as well

Mayor thanked Bob Rhoads and congratulated Officer Foltz

Ramper thanked Bob Rhoads for his years of service and congratulated Todd, Tom Swank and Officer Foltz. He also mentioned appreciation for all the teamwork through the pandemic.

Deardorff thanked Bob Rhoads and congratulated Todd and Tom Swank for their willingness to serve in emergency management. He also thanked V Shaw, Rick Levendusky and Rob Myers for their work with the on-line ordinance project.

9. Action on the bills to be paid:

A motion was made by Armbruster to pay the bills. It was seconded by Ramper. There was no discussion and the motion passed unanimously.

10. Adjournment:

A motion was made by Armbruster to adjourn the meeting at 7:19pm. It was seconded by N. Shaw and voted in favor unanimously.

Respectfully submitted,

Joseph Hogarth  
Borough Manager and Municipal Secretary