

Penbrook Borough Council Meeting Minutes
August 3, 2020

1. Call to order

On August 3, 2020 Council President David Deardorff called the Borough Council to order at 6:30 pm followed by a salute to the flag and a moment of silence.

2. Roll Call

Mayor McDonald and Councilman N Shaw were absent. Councilmen Ramper and Armbruster as well as Solicitor Wendaur attended via Zoom.

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

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

4. At 6:35pm President Deardorff recessed the meeting to hear any public comments on the proposed amendments to Chapter 266-24 Radio and Television Antennas.

Frank Heffelfinger 909 Franklin St. asked what it was about and was told by President Deardorff it involved small wireless towers used by the cell phone companies and other utility suppliers. Mr. Heffelfinger stated “he didn’t like ‘them’”. There was no response to his comment.

There were no other public comments. President Deardorff called the meeting back into session at 6:37pm hours.

5. Citizen comments on agenda items

There were no citizen comments

6. Reports

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

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

C. Manager – Manager’s report was read

D. Solicitor – The municipal solid waste RFP will be finalized soon since there were no more council comments.

E. STEMS – No report

F. Fire Chief – Chief Musser read the monthly report

G. Committees

i. Codes – Council President Deardorff read the codes report.

ii. Public Safety – EMC Zwigart updated council on two grants, one from FEMA and the other from the county that we will be submitting COVID-19 expenses. Chairman Ramper asked to be kept in the loop via email regarding the grant progress. The EMC also reminded everyone that the EMA training will take place on August 11th, with dinner provided.

iii. Parks and Property – No report

iv. Public Works – Vice Chair Stokes read the July report

v. Personnel – Chair Dry mentioned there would be a vote later in the meeting to accept the resignations of part time officer John Perry and public works employee Tegan Swank.

vi. Community and Government – Chairperson V Shaw reported that tomorrow will be the book bag give-away and that the senior outreach had a successful day helping Yolanda McPherson.

vii. Budget –Chairman Armbruster reminded everyone the 2021 budget meetings will start on Monday August 10th. Also, the borough needs to look at any excessive compensatory time earned that can be reduced through a payout.

viii. Authority – Vice Chair Dry reviewed the SWA July agenda and reminded everyone the next meeting will be Wednesday, August 19th at 6:30pm.

7. New Business

A. Approve or reject a motion to adopt proposed Ordinance 2020-01, an ordinance amending and re-naming the code of ordinances of the Borough of Penbrook Chapter 266-24 dealing with Non-Tower and Tower Wireless Communication Facilities. A motion to adopt was made by V Shaw and seconded by Stokes. Dry asked when the towers will go up. That is unknown but Verizon has been asking for updates on the ordinance and will most likely make application before the end of the year. There was no further discussion and the motion carried unanimously.

B. Approve or reject a motion to accept Resolution 2020-10 directing a fee schedule for applicants that are required to have a storm water management site plan review under Chapter 226 of the Penbrook Borough Ordinances. A motion to approve was made by Dry and seconded by V Shaw. Discussion:

Ramper - There is a duplicate line on the fee schedule and needs to be removed. This was not on the resolution. Why is there no fee for less than 1001 sq/ft.? This is because the County Conservation District does not require a storm water plan review. Ramper asked why this isn't handled through the Penbrook SWA. This is a Borough function to collect the fee incurred by Rettew to review the plan. Also, we want our engineer to review the plan to ensure the plan was done correctly rather than requiring the property owner to review their own plan.

Armbruster asked Wendaur what power the Borough has for setting a fee for the Authority. This is not a fee for the management of the storm water system but an administrative fee incurred by the Borough.

Ramper asked if our ordinance requires this. Wendaur confirmed that it does and it also requires the applicant to pay for the plan and our engineer, Rettew, will review the plan.

There was no further discussion and the motion carried unanimously

C. Approve or reject a motion to accept the resignation of part time police officer John Perry who wrote a letter of resignation effective 24 July. John and his family are moving back to Tennessee at the end of the month. A motion to accept was made by Armbruster and seconded by Dry. There was no discussion and the motion carried unanimously.

D. Approve or reject a motion to accept the resignation for public works employee Tegan Swank that was signed and effective on 23 July. A motion to accept was made by Armbruster and seconded by Stokes. There was no discussion and the motion carried unanimously.

8. Citizens to be heard

Carol Ober of 3010 Butler Street expressed her concern over traffic patterns on and around Butler and Boas Streets, specifically near the assisted living facility that's soon to open in Susquehanna Township. She said her and her neighbors don't believe that Boas Street should be one-way any longer and the concern is mostly about delivery truck traffic navigating the narrow one-way roadways. President Deardorff replied that traffic studies involving this area were on the agenda during the past Council Caucus meeting and will continue to be analyzed and discussed.

Former Mayor, Peggy Miller, now living at 5933 Devonshire Heights Rd, commented in support of Ober and believed that the traffic study that caused those sections of roadway to become one-way was only to be in effect for 15 years and should now be past the intended use.

9. Council comments

Councilman Stokes commented the Planning Commission will start meeting again on August 27th at 6:30pm.

President Deardorff wanted to thank the Public Works employees for all their hard work during the hot weather. He congratulated Frank Heffelfinger for being promoted to Fire Department Lieutenant. And he thanked those involved with the book bag program.

10. Action on the bills to be paid

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

11. Adjournment

A motion was made by Armbruster to adjourn the meeting at 7:34pm. It was seconded by Dry and voted in favor unanimously.

12. Executive Session to discuss a personnel matter

Respectfully submitted and attested,

Joseph Hogarth
Borough Manager and Municipal Secretary