

Penbrook Borough Council Meeting Minutes
September 8, 2020

1. Call to order

On September 8, 2020 Council President David Deardorff called the Borough Council to order at 6:30 PM followed by a salute to the flag and an invocation by Pastor Halliday.

2. Roll Call

Councilperson Vicki Shaw was absent. Councilman Ramper attended via Zoom. All others were present.

3. Action on the minutes from the August 3, 2020 Council Meeting

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

4. Action on the minutes from the August 17, 2020 Caucus Meeting

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

5. At 6:37 PM President Deardorff recessed the meeting to meet in executive session about a personnel matter. The meeting was called back into session at 6:43 PM.

6. Citizen comments on agenda items

There were no citizen comments

7. Reports

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

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

C. Manager – No Report

D. Solicitor – No Report

E. STEMS – No report

F. Fire Chief – Chief Lacher advised of the leadership changes at the fire department since Chief Musser resigned. He read the monthly report of call statistics and mentioned to council of the departments move forward to secure funding to purchase a new fire engine. Details will be given at their budget meeting on September 28th.

G. Committees

i. Codes – Council President Deardorff read the codes report

ii. Public Safety – EMC Zwigart reminded Council that Deardorff, Ramper and Stokes are this month’s Order of Succession members. County is going through a radio update project to ensure continuity of services and will be updating all emergency services radios in the near future. There is a training session for securing resources during an emergency scheduled for September 17th. And the FEMA grant may be undergoing some criteria changes and county will advise EMCs when they know more.

iii. Parks and Property – The mural project for the borough building has reached the public comment stage. Once a theme is selected an artist will be assigned by Sprocket Mural Works.

iv. Public Works – Chairman N Shaw read the August report

v. Personnel – Chair Dry mentioned there would be a vote later in the meeting to accept or reject a motion to hire a person to fill the vacant public works position.

vi. Community and Government – No Report

vii. Budget –Chairman Armbruster reminded everyone that the compensatory capital reserve funds should be used to buy down excess leave. This Monday the 14th will be the next budget meeting reviewing the police section of the general fund.

viii. Authority – Vice chair Dry reminded everyone the next meeting will be Wednesday the 16th at 6:30 PM.

8. New Business

A. Approve or reject a motion to approve Resolution 2020-13 declaring a list of borough property to be less than \$1,000.00 in value and can be disposed of by the Borough Manager. A motion to approve the resolution was made by Armbruster and seconded by Dry. There was no discussion and the motion carried unanimously.

B. Approve or reject a motion to approve Resolution 2020-14 declaring a borough owned generator to be no longer useful to the borough, that its value is less than \$500.00 and directing the Borough Manger to donate the generator to the Penbrook Fire Department. A motion to approve was made by Stokes and seconded by N Shaw. There was no discussion and the motion carried unanimously.

C. Approve or reject a motion to allow the Public Works department to purchase tires for the backhoe with an approximate cost of \$2,000.00. A motion to allow the purchase was made by Armbruster and seconded by Dry. There was no discussion and the motion carried unanimously.

D. Manager Hogarth presented the 2021 Minimum Municipal Obligation calculation for the Penbrook Borough Police Pension Plan to Council in the amount of \$39,528.00

E. Manager Hogarth presented the 2021 Minimum Municipal Obligation calculation for the Penbrook Borough Non-Uniform Pension Plan to Council in the amount of \$44,266.00

F. Approve or reject a motion to advertise an invitation to bidders for the municipal solid waste collection and recyclables and marketing. A motion to approve the advertising was made by Dry and seconded by Deardorff. There was no discussion and the motion carried unanimously.

G. Approve or reject a motion to hire an applicant for the vacant public works position. A motion was made by N Shaw to table the action until the 2021 budget was approved. That motion was seconded by Ramper. A roll call vote was taken by Manger Hogarth: Dry-no, Armbruster-no, Ramper-yes, Deardorff-no, N Shaw-yes, Stokes-no. The motion to table the action was defeated 4 votes to 2 votes. President Deardorff again asked for a motion to approve or reject the hiring of an applicant for the vacant public works position. Armbruster made a motion to approve the hiring and it was seconded by Dry. Another roll call vote was taken: Dry-yes, Armbruster-yes, Ramper-no, Deardorff-yes, N Shaw-no, Stokes-yes. The motion carried with 4 votes for and two against.

9. Citizens to be heard

Amy Asher of 2435 Canby St commented about the loud music coming from the Church at 25th and Canby. Asher said music being played especially during the week is disturbing her work from home and teleconferencing. Councilpersons Dry and Deardorff live nearby and agree it's very loud. It was agreed to have the police department reach out and advise them of the complaint to see if a resolution can be reached.

Fire Chief Lacher thanked the Borough for addressing the properties for which he has structural concerns should the fire department have to respond to them.

Assistant Chief Frank Heffelfinger expressed concern about Houston Avenue. With cars parked along Houston the roadway isn't passable for the fire apparatus. Council said they explore possible solutions if there are any.

Kim Stern from 45 Butler St. said she wants to put a driveway on her property and was told by BCO Myers that she would have to get her neighbors to agree. One has but the other neighbor won't respond. Manager Hogarth said the

borough staff would reach out to the neighbor to see if they could get them to respond.

10. Council comments

All Council Members and the Mayor wished to express their gratitude for the citizens that came out to offer comment and their thanks to the fire department for the positive changes made to the building. A thank you to Todd Zwigart and his wife for providing excellent EMA training and a delicious meal for all who attended. Councilman Stokes mentioned that the Planning Commission had their first meeting at the end of August and their next will be on September 24th. An agenda will be going out to everyone soon and he encouraged all to attend.

11. Action on the bills to be paid

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

12. Adjournment

A motion was made by Armbruster to adjourn the meeting at 7:26 PM. It was seconded by N Shaw and voted in favor unanimously.

13. Executive Session to discuss a personnel matter

Respectfully submitted and attested,

Joseph Hogarth
Borough Manager and Municipal Secretary