

The Penbrook Borough Authority

Meeting Minutes: WEDNESDAY, August 19, 2020 6:30 PM – Community Building

I. Welcome /Call to Order/Attendance

Hogarth _____, Wendaur___**X**____, Shaw_____**X**____,

Smith_____**X**____, Bargo_____**X**____, Stokes_____**X**____, Dry_____

II. Pledge of Allegiance & Moment of Silence - **Observed**

III. Public Comments - **None**

IV. Secretary's Report:

a. Minutes from the July 15th, 2020 meeting for approval:

Motion made by: _____**Shaw**_____ 2nd by: _____**Stokes**_____ Vote passed: **YES**

V. Treasurer's Report:

a. Stormwater Management balance, check detail, & profit and loss reports for July 2020

Motion made by: _____**Smith**_____ 2nd by: _____**Stokes**_____ Vote passed: **YES**

VI. Manager's Report:

a. Authority email activity. E-mail received from Mrs. Brown. **Bargo responded.**

b. Other reports/comments. – Took care of a duplicate invoice as requested.

c. Insurance bill to be approved for payment. -

The SWA discussed the difference in cost of the line item.

Motion made by: _____**Shaw**_____ 2nd by : _____**Stokes**_____ Vote passed: **YES**

VII. Solicitor's Report:

a. Update on written permanent easement with Harrisburg Cemetery.

The Cemetery manager, Sherry and Mr. Wendaur have a meeting 8-31-2020 scheduled. They are excited to work together to ensure the project is done correctly and is aesthetically pleasing.

b. Update on status of liens and pay-off request.

A few more payments came in (3 or 4) during the month.

VIII. Old Business:

a. May approved minutes were sent to Rick July 17th for posting.

Blain turned them in and confirmed the posting.

b. 7-1-2020 thru 6-30-2021 approved budget sent to Rick July 17th for posting.

Blain turned in and was posted.

The Penbrook Borough Authority
150 South 28th Street
Penbrook, PA 17103
penbrookauthority@outlook.com
www.penbrook.org
(717)232-3733 ext. 3



The Penbrook Borough Authority

- c. Fall Newsletter 2020 prepared by Smith and sent out to board to review and sent to Armbruster to include in Borough Newsletter on August 11.
While Mr. Stokes notes that the newsletter article was not posted, Nate Bragunier will use the letter for the MS4 education credit.
- d. Update on timeline for cemetery project and current MS4 permit.
No progress, waiting on information from the meeting scheduled 8-31-2020 with Sherry and Mr. Wendaur.
- e. Review fee collections with on-going pandemic crisis.
Mr. Wendaur is completing spreadsheet (list) of 2017, 2018, and 2019 delinquent SWA fees. Additional discussion on Sherriff sale possibilities for delinquent fees.
- IX. New Business:
- a. Education:
- Approved minutes from the July Stormwater Authority meeting to be posted.
 - Begin planning for Winter Newsletter. **How to help?**
 - **Shovel snow away from the inlets near your property in order to help with melting with the drains.**
- b. MS4 Administrator:
- End of year amended report Kara from Retew with list of what we need to send to them for report filing. Nate must compile evidence of all items by September 1st and due to D.E.P. September 30,2020.**
 - leaves October 19th thru December 11th, alternating North and South of Walnut St.**
- c. Parcel # 50002009,32nd and George Street:
Correction of Square footage of the property going forward.
- d. Borough Storm Water Review Fees:
- **New discussion of options to new ideas/plans moving forward for the benefit of the borough.**
 - **a few additional ideas that are still under review and will be brought forward when details are available.**
- X. Public Comments:
None present
- XI. Next Meeting: Wednesday, September 16, 2020 @ 6:30 pm – Community Building
- XII. Adjourn:
Motion made by: Stokes 2nd by: Shaw Vote passed: **YES**

The Penbrook Borough Authority
150 South 28th Street
Penbrook, PA 17103
penbrookauthority@outlook.com
www.penbrook.org
(717)232-3733 ext. 3

