

The Penbrook Borough Authority

EXPANDED AGENDA: WEDNESDAY, SEPTEMBER 16, 2020 6:30 PM – Community Building

I. Welcome /Call to Order/Attendance

Hogarth ___X___, Wendaur___X___, Shaw___X___,

Smith___X___, Bargo___X___, Stokes___X___, Dry___X___

II. Pledge of Allegiance & Moment of Silence

III. Public Comments – **None present**

IV. Secretary's Report:

a. Minutes from the August 19th, 2020 meeting for approval:

Motion made by: _____**Stokes**_____ 2nd by: _____**Dry**_____ Vote passed: **yes**

V. Treasurer's Report:

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

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

VI. Manager's Report:

a. Authority email activity. **A few that were forwarded off to Mark Wendaur for processing.**

b. Other reports/comments. **New hire for Public Works – Jace Hilton.**

VII. Solicitor's Report:

a. Update on written permanent easement with Harrisburg Cemetery. **The meeting with Shirley went well. Must send information to Matt but Interested and looking forward to working on cleaning up the proposed site.**

b. Update on status of liens and pay-off request. **Moving forward, New money has come in from the 2017-2018-2019 delinquent SWA list. Question still remains, what to do with the properties that slip through the cracks, such as private sales.**

VIII. Old Business:

a. July approved minutes were sent to Rick August 27th for posting. **Blain sent and had them posted.**

b. Update on timeline for cemetery project and current MS4 permit. **Jeremy sent an email on timeline. MS4 submitted and in process of finalizing and forwarding next week to DEP**

c. Preparation of Winter Newsletter article. **Blain referred to new minutes, Robin Dry has volunteered to write the winter news article.**

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- d. MS4 End of year report filing. – **Covered in b. of Old Business of these minutes**
- e. Parcel #50002009, 32nd and George Street. Corrected S.F. Appeal form.
Mr. Hogarth- went through Dauphin County Tax Assessment, aware of the discrepancy – after the investigation, the County has made a correction to the size of the parcel 50-002-009. Waiting on update to go through Keystone.
- f. Review fee collections with on-going pandemic crisis.
Will revisit the motion at October 21, 2020 meeting.

IX. New Business:

- a. Education:
 - Approved minutes from the August Stormwater Authority meeting to be posted.
Blain will get the minutes to Rick to post.
- b. Public Works August update. **See attached information from September Agenda.**
- c. Swatara Compost Facility.
Mr Stokes and Mr. Hogarth held open conversation about deadlines and a change in information shared by the Swatara Compost Facility and the charges for use of said facility. (may be a change from ½ of 589.02, will revisit after more discussion.
- d. Keystone Collections Report – **Retain Mr. Wendaur’s Law Firm for delinquent tax collections.**
Motion made by: ___ Dry ___ 2nd by: ___ Shaw ___ vote passed - YES
- e. Email from Portnoff on Delinquent Accounts.
The SWA Looked over the information provided and chose to stay with Mr. Wendaur’s Law firm.
- f. Parcel Charge Spread Sheet. **Addresses were added and all parcels updated.**
- g. Penbrook Borough Storm Water Authority Appeal Process and Borough Appeal forms.
Conversation was had by the Storm Water Authority and it was decided, if there were questions about parcel information, residents would need to contact the Dauphin County Tax Assessment Office to have their information reviewed and any corrections submitted through the Tax Assessment process.
- h. Delinquencies. **After much discussion there has been a motion made.**
Mr. Wendaur to send the delinquent letter #1 for 2019-2020 Storm Water Authority Fee by the end of September.

Motion made by: ___ Shaw ___ 2nd by ___ Dry ___ vote passed yes

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X. Public Comments: **none present.**

XI. Next Meeting: Wednesday, October 21, 2020 @ 6:30 pm – Community Building

XII. Adjourn:
Motion made by: **Stokes** 2nd by: **Shaw** Vote passed: **yes**

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