

**Penbrook Borough
Caucus Meeting
Minutes
November 16, 2020
6:30 PM**

1. Roll Call: All Council members with the exception of Heffelfinger were present. Councilman Ramper and Solicitor Wendaur attended by Zoom

2. New Business:

A. The 2021 proposed fee schedule was presented by Manager Hogarth and discussed with Council members. Possible changes include a conditional use fee, a handicapped parking application fee to cover the cost of the sign, residential rental unit fee as it pertains to congregant living and reducing the fee for the community room for Borough residents. The proposed fee schedule will be on the Dec 7 agenda to be voted on.

B. Officer Leggore was hired in January 2019. In 2018 she earned 2 bachelor degrees from Lebanon Valley College. The current collective bargaining agreement requires her to be paid \$500.00 as a one-time payment. Council agreed to pay the \$500.00 post tax payment to Officer Leggore.

C. Public works is in need of a new air compressor for the garage. Council discussed allowing them to purchase a new one for an approximate cost of \$1,000.00. There were favorable comments. This will be on the Dec 7 agenda.

D. The 2020 budget allowed for the purchase of a hot water power washer to clean the trucks of salt and other corrosive materials during the winter months. The approximate cost of this item is \$3,000.00 and must be ordered with a lead time for delivery of a few weeks. Because this item is included in the adopted budget of 2020 Manager Hogarth was told to order the machine.

E. Purchase of a used vehicle warranty for police vehicle 1137. Through Ford an extended vehicle warranty will cost approximately \$3500.00. This will be on the Dec 7 agenda to be voted on.

F. The 2021 Humane Society contract was sent out to all Council Members and Solicitor Wendaur for review. There were no comments or questions. This will be on the 7 Dec agenda to be voted on.

3. Old Business:

A. Retired police lieutenant Steve Mowery, who is now employed by the Harrisburg Airport Authority, requested to come back on the Borough's health insurance

plan for 2021. The current CBA allows for this if our insurance is better than their insurance. Councilperson Dry put together a comparison for all of council to review. There was little discussion on the matter and it will be on the 7 Dec agenda to be voted on.

B. The Borough Public Works building mezzanine does not meet accessibility requirements or structural load requirements. Public Works Supervisor Bragunier spoke to six different contractors but only received bids from two. The lowest of which was from Feeser's Property Services, 7608 Appalachian Trail, Harrisburg, 17112. Their bid was for \$8745.00. The other bid was from Pyramid Construction for \$9,965.00. This project was budgeted for in the 2020 budget. Because of the timeliness of starting the work, Council President Deardorff asked for a vote to approve a 50% down payment to Feeser's and the work to begin. The measure passed unanimously.

C. High levels of accumulated compensatory time accrued by members of the police department continue to be a concern for Council. Councilman Armbruster has urged Council to consider paying these accrued levels down at recent council meetings. Manager Hogarth stated that this was discussed with the police officers last year when Manager Eberly was here. The union is of the opinion that the CBA is silent on the matter but agreed to have vacation and holiday comp time paid down in accordance with the CBA language. Manager Hogarth further stated since the CBA does not govern the paying out or accumulation of comp time we should look to the Fair Labor Standards Act. However the issue with that is that there are two, seemingly conflicting allowance in the Act. First the Act allows the employer to pay the employee, at any time of the employer's choosing for accumulated compensatory time. In contrast it allows the employee to accumulate up to 480 hours of compensatory time. Currently there are no employees with accrual levels higher than 480 hours. Council asked Solicitor Wendaur to look into the matter further.

4. Adjournment. The meeting was adjourned at 8:12pm.