

Penbrook Borough Council Meeting Minutes
December 7, 2020

1. Call to order

A. On December 7, 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.

B. Roll Call

All were present. The Mayor, Vice President Ramper and Solicitor Wendaur attended via zoom.

2. Action on the minutes from the November 2, 2020 Council Meeting

Council President Deardorff asked for and received a motion to approve from V Shaw and seconded by Dry. There were no comments. The motion carried unanimously.

3. Action on the minutes from the November 16, 2020 Caucus Meeting

Council President Deardorff asked for and received a motion to approve the minutes from V Shaw and was seconded by Heffelfinger. There were no comments. The motion carried unanimously.

4. Citizen comments on agenda items

There were no comments

5. Reports

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

B. Treasurer – Manager Hogarth read the Treasurer's report for November 2020. A motion was made by Armbruster and seconded by Dry to accept the report. It was voted on unanimously.

C. Manager Hogarth reported that new public works employee Jace Hilton is working out well and both he and supervisor Bragunier recommend Council successfully release him from his probationary employee status.

Thank you to the public works staff for their efforts collecting leaves throughout the borough.

The City of Harrisburg and Republic Trash and Recycling have hired a contractor to facilitate the collection and distribution of the respective trash and recycling containers. This will hopefully take place on December 23rd. Since this is one week prior to Republic's last pick-up date, they have agreed to collect trash from the City's containers.

D. Solicitor – No Report

E. STEMS – No report

F. Fire Chief – Councilman Heffelfinger read the report

G. Committees

i. Codes – Council President Deardorff read the codes report

ii. Public Safety – EMC Zwigart reminded Council that V Shaw and N Shaw and Heffelfinger are this month's Order of Succession members.

He and Deputy EMC Swank have inventoried PPE and other supplies and believe we are in good shape to make it through the winter months.

He and Councilman N Shaw participated in some radio training recently and look forward to learning more about emergency radio operations.

iii. Parks and Property – Chairman Stokes reported that Sprocket Works is still searching for a compatible artist for the mural project. Also, he's received several calls reference to artist since the project appeared in the recent newsletter. He's passed those references on to Sprocket Works. There will be no Parks meeting in December. The next meeting is scheduled for Jan 13.

iv. Public Works – Chairman N Shaw read the public works report as provided by PW Supervisor Bragunier.

v. Personnel – No report

vi. Community and Government – Chair V Shaw commented that the tree lighting event this past Saturday went very well with a surprisingly good turnout. There is another Christmas type event on the agenda for approval later in the meeting.

vii. Budget –Chairman Armbruster distributed a revenue and expense report for all borough funds and had positive comments on what he saw regarding property tax revenue that is at 99 percent of forecast. He also commented that expenses, particularly in public works, are down. He was very surprised to see the health insurance rebate so high which is due to a decrease in claims so everyone is staying healthy. Finally he, once again, encouraged council to pay down the accumulated compensatory time before January 1.

viii. Authority – Vice Chair Dry reported the SWA discussed the issuance of a final letter to all delinquent 2017 accounts. Those accounts that remain delinquent after that time will be processed for a Sheriff’s sale. The next Penbrook SWA meeting is Wednesday December 16th at 6:30pm

ix. Planning Commission – Chairman Stokes announced that during the last meeting the discussion focused on the plan for 2021 which much of the attention will be to develop a new comprehensive plan for the borough. There will be no meeting in December but the commission will resume in 2021 having monthly meetings on the 4th Thursday of every month starting at 6:30pm.

6. New Business

A. Approve or reject a motion to accept the final draft of the intergovernmental agreement with the Borough of Penbrook and the City of Harrisburg for Municipal Solid Waste and Recycling Removal.

A motion to accept the agreement was made by Armbruster and seconded by Ben Stokes. V Shaw asked Mayor Papenfuse, who was in attendance, about billing for properties that have multiple residences. She, a rental property owner, received letters, at incorrect address and the number of containers did not match what she currently had. The assumption is other property owners may experience similar glitches. Mayor Papenfuse stated that the addresses were provided by the County and he realizes there may be some mistakes made but is confident that his staff, as well as Borough staff will work to resolve all the issues that arise. There was no further discussion and the motion carried unanimously.

B. Approve or reject a motion to approve Resolution 2020-17 regarding the Municipal Solid Waste and Recycling Fee to remain at \$285.00 per dwelling unit.

A motion to approve the fee was made by Armbruster and seconded by N Shaw. There was no discussion. The motion carried unanimously.

C. Approve or reject a motion to accept Resolution 2020-18 which maintains the Property Tax and Fire Protection Tax Millage rates at 10.2 and 1.0 mills respectively for 2021.

A Motion to approve the resolution was made by Armbruster and seconded by N Shaw. There was no discussion. The motion carried unanimously.

D. Approve or reject a motion to accept Resolution 2020-19 which maintains the current rates for the Sanitary Sewer service of both Class I and Class II customers.

A motion to approve the Resolution was made by Dry and seconded by N Shaw. There was no discussion. The motion carried unanimously.

E. Approve or reject a motion to approve Resolution 2020-20 maintaining the police pension employee contribution at one and one half percent of each full time offer's salary.

A motion to approve the Resolution was made by Armbruster and seconded by Heffelfinger. There was no discussion. The motion carried unanimously.

F. Approve or reject the motion to approve the 2021 contract with the Harrisburg Humane Society.

A motion to accept the contract was made by Dry and seconded by N Shaw. There was no discussion. The motion carried unanimously.

G. Approve or reject a motion to adopt the 2021 Penbrook Borough Budget.

A motion to adopt the budget was made by Armbruster and seconded by Heffelfinger. There was no discussion and the motion carried unanimously.

H. Approve or reject a motion to allow the open enrollment of retired Officer Steven Mowery for the Borough's health insurance for 2021 at a cost of approximately \$13,000 per year.

A motion to approve was made by Heffelfinger and seconded by Armbruster. There was no discussion and the motion carried unanimously.

I. Approve or reject a motion to allow repairs to police vehicle 1137 at an estimated cost of \$1,400.00.

A motion to table the item until more information can be gathered was made by N Shaw and seconded by Deardorff. Armbruster asked if the repairs were immediately necessary. Chief Hogarth ensured council that there were some doubts about the need for the repairs as stated by the dealership and could wait until more information is gathered. There was no further discussion and the motion to table carried unanimously.

J. Approve or reject a motion to allow public works to purchase a new air compressor for an approximate cost of \$1,100.00

A motion to approve was made by Heffelfinger and seconded by N Shaw. There was no discussion and the motion carried unanimously.

K. Approve or reject a motion to release public works employee Jace Hilton from his probationary status and retain him as a permanent employee.

A motion to approve was made by Dry and seconded by Heffelfinger. There was no discussion and the motion carried unanimously.

L. Approve or reject a motion to allow “We Serve U of PA” to hold an event titled “A Night Under The Stars” on December 20.

A motion to approve the event was made by V Shaw and seconded by N Shaw. There was no discussion and the motion carried unanimously.

M. Approve or reject a motion to authorize a donation to be made in the amount of \$3,500.00 to Susquehanna Township EMS as adopted in the 2020 General Fund Budget.

A motion to approve the donation was made by V Shaw and seconded by Armbruster. There was no discussion. The motion carried unanimously.

N. Approve or reject a motion to enter into an agreement with Rick Levandusky for the 2021 calendar year to provide content, creation and management of the Borough’s website and social media accounts compensating Mr. Levandusky \$1,200.00 to be paid in four quarterly payments throughout 2021.

A motion to approve was made by N Shaw and seconded by Dry. There was no discussion and the motion carried unanimously.

7. Visitors to be heard

A. Clyde Bateman of Boas St just wanted to wish everyone a Merry Christmas. Thank you Mr. Bateman.

B. Yvonne Gerbitz of 3109 Boas Street complained about a neighbor that is driving carelessly in and around the neighborhood. She is concerned for the safety of others. Chief Hogarth will gather information after the meeting and assign officers to deal with the issue.

C. Mark Halliday, the Pastor of the Church of God church on Canby St. asked about trash containers. He too shared concern because they received letters from 4 different properties and knew he didn't have that many accounts. Manager Hogarth said he would investigate.

8. Council comments

A. Frank Heffelfinger wished everyone a Merry Christmas.

B. Nate Shaw was pleased that Council was able to maintain the current tax rates. He also congratulated Jace Hilton as well as the public works staff for the leaf removal efforts.

C. Jim Armbruster reminded everyone that 69 years ago on this date many died at Pearl Harbor. He's very grateful for those that served and wanted to bring remembrance to those that died.

D. President Deardorff wanted to say thank you to Vicki Shaw and all who helped with a very successful Christmas tree lighting event. He thanked Todd Zwigart and Nate Shaw for their willingness to participate in the radio training. And finally he congratulated Jace Hilton for successfully completing probation.

9. 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.

10. Adjournment

A motion was made by N Shaw to adjourn the meeting at 7:27pm. It was seconded by Heffelfinger and voted in favor unanimously.

Respectfully submitted and attested,

Joseph Hogarth
Borough Manager and Municipal Secretary