

The Penbrook Borough Authority

Minutes: WEDNESDAY, October 21, 2020 6:30 PM – Community Building

I. Welcome /Call to Order/Attendance

Hogarth ___X___, Wendaur___X___, Shaw_____

Smith___X___, Bargo___X___, Stokes___X___, Dry___X___

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

III. Public Comments – **None present**

IV. Secretary's Report:

a. Minutes from the September 16th, 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 September 2020

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

VI. Manager's Report:

a. Authority email activity. – **See "C" of New Business**

b. Other reports/comments. – **Robin Dry discussed the Dauphin County Proposal at the end of the meeting.**

VII. Solicitor's Report:

a. Update on written permanent easement with Harrisburg Cemetery.

- **Mr. Wendaur sent a draft to the Cemetery and Jeremy at Retew – Expanded to include Penbrook Borough and Authority. Discussing broad space.**

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

- **Mr. Wendaur sent an update on liens to include a spreadsheet of both dollar amounts and property numbers. Listed below please find the information pertaining to delinquent bills for each of the last three years. There has been an upward trend of an increase in delinquent properties with each year as well as less being collected.**

2017 – 27K outstanding /13K collected

2018 – 38K outstanding/4K collected

2019 – 47K outstanding/?

VIII. Old Business:

a. August approved minutes were sent to Rick October 19th for posting.

- **Blain sent**

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- b. Update on timeline for cemetery project and current MS4 permit.
- **Blain stated we received an updated ariel of the Cemetery Project – There is some concern of proximity to some of the shallow cremation graves. Retew changed a few lines and moved the fence approximately 10ft, Continue communications.**
- c. Update on preparation of Winter Newsletter article.
- **Robin Dry has a newsletter draft prepared and is sending to Jim Armbruster for posting.**
- d. MS4 End of year report filing.
-**Nate B addressed the SWA. Nate talked about things that are needing to be done moving forward form the new MS4 Plan, such as more public participation in cleanup within the borough,15 bags KPB, one large meeting for the borough within 2yrs for the MS4, continued options of community education.**
- e. Review fee collections with on-going pandemic crisis.
- **SWA has decided to keep the billing as is for now.**
- f. Swatara Compost Facility.
- **Nate discussed and reviewed the contract revision and the unexpected increase in costs. It has been decided to continue to explore options.**

IX. New Business:

- a. Education:
 - Approved minutes from the September Stormwater Authority meeting to be posted.
 - **Blain will post amended September minutes with Rick.**
- b. Public Works September update.
-**New staff introduced – Jace Hilton, MS4 knowledge-3rd Wednesdays for sharing information.**
- **Nate talked about grass in the roadways and fees for the residents that have offenses.**
-**MS4@penbrook.org**
- c. SWA audit requirements.
-**Email regarding the Audit of SWA, Mr. Hogarth and Mr. Wendaur are taking another look at whether an audit is warranted.**
- d. A Motion was made to draft and send a Final Notice letter, Prior to Sherriff Sale, of 2017-2018 budget year Storm Water Authority delinquencies. With a 30 day payment term.

Motion made by: Bargo Motion 2nd by: Dry Voted passed: **YES**

X. Public Comments: **Open conversation about the Dauphin County Proposal**

XI. Next Meeting: Wednesday, November 18, 2020 @ 6:30 pm – Community Building

XII. Adjourn:

Motion made by: Smith 2nd by: Dry Vote passed: **YES**

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