

Penbrook Borough Council Meeting Minutes
February 1, 2021

1. Call to order

A. On February 1, 2021 Council President David Deardorff called the Borough Council to order at 6:30 pm followed by a salute to the flag and a moment of silence.

B. Roll Call

Due to a weather emergency the meeting was moved to on-line. In attendance were President Deardorff, Dry, Armbruster, V. Shaw, Stokes, Mayor McDonald, Solicitor Wendaur and Manager Hogarth. Chief Lacher and Bob Rhoades were in attendance representing the fire department and fire police.

2. Action on the minutes from the January 4, 2021 Council Meeting

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

3. Action on the minutes from the January 19, 2021 Caucus Meeting

Council President Deardorff asked for and received a motion to approve the minutes from Dry and seconded by Armbruster. 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 January 2021 Police Reports

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

C. Manager Hogarth – A reminder that 2020 Ethics forms are due

D. Solicitor – No Report

E. STEMS – No report

F. Fire Chief – Chief Lacher read the report

G. Committees

i. Codes – Council President Deardorff read the codes report

ii. Public Safety – On behalf of EMC Zwigart, who was plowing snow, V. Shaw reminded Council that Heffelfinger, Armbruster and Dry are this month's Order of Succession members.

iii. Parks and Property – Chairman Stokes reported that the Parks sub-committee has been discussing the Little Valley Summer Program and the committee's wish is to have the program despite whatever COVID mitigation efforts are in place at that time.

iv. Public Works – No Report

v. Personnel – No report

vi. Community and Government – V. Shaw reminded everyone that the deadline for newsletter submissions is February 10. The Lion's Club is having a pancake breakfast on March 13. There are several clean-up days scheduled in the borough this spring and there will be a community yard sale on June 5.

vii. Budget –Chairman Armbruster distributed a revenue and expense report for all borough funds. He also reviewed a report sent out to council regarding delinquent tax collection. There is \$85,000 in delinquent tax revenue that hasn't been paid by owners of rental properties. Chairman Armbruster also mentioned there are several resolutions on the agenda this evening and they are for the purpose of exonerating the elected tax collector, Fred Pace, for less than 100 percent tax collection.

viii. Authority – Vice chair Dry reported the SWA discussed the progress of the stormwater basin project proposed to be installed before the end of the current permit cycle in the East Harrisburg Cemetery. There are stormwater educational flyers at the borough office that should be distributed to council members to be displayed at strategic locations throughout the wards. The next SWA meeting is Wednesday February 17th at 6:30pm.

ix. Planning Commission – The status of Model City Cleaners is now "sold". President Deardorff spoke to the new owner that mentioned he would like to put in retail space downstairs and renovate the two apartments on the second floor and rent them out. The next Planning Commission meeting is Thursday February 25th at 6:30pm.

6. New Business

A. A motion is needed to approve, reject or table the appointment of Gavin Ford of 3731 Rutherford St, Harrisburg as a Penbrook Fire Police Officer.

A motion to approve was made by Deardorff and seconded by V. Shaw. Deardorff mentioned that Ford's background checks were distributed to council members after being

verified by the police department. There was no further discussion and the motion carried unanimously.

B. A motion is needed to approve, reject or table the appointment of Christine Clark of 314 30 ½ St, Penbrook as a Penbrook Fire Police Officer.

A motion to approve was made by Armbruster and seconded by Stokes and the motion carried unanimously.

C. Mayor McDonald to conduct swearing in ceremony of Penbrook Fire Police is postponed due to the weather emergency.

D. A motion is needed to approve, reject or table the application for a handicapped parking request for on street parking by Juanita Pfeuffer of 231 S. 29th Street.

Armbruster made a motion to reject the application because Pfeuffer has off street parking by way of a garage. V. Shaw seconded the motion to reject and the motion carried unanimously. Manager Hogarth will send the applicant a letter notifying her of the decision.

E. A motion is needed to approve, reject or table the transfer of funds from the General Fund to the Highway Aid Fund in the amount of \$5,422.75 as a result of a finding from the Auditor General's office involving engineering fees from the 2019 Carol and Caco Streets paving project.

A motion to approve the transfer was made by Armbruster and seconded by Deardorff. Comments were made by Armbruster explaining that this is not uncommon since the regulations for using the funds are complicated and sometimes overlooked. Manager Hogarth explained that more than likely, then Manager Eberly, simply failed to include the engineering fees in the proposal to be approved by PenDOT but the engineering fees are something approved by the regulations. There was no further discussion and the motion carried unanimously.

F. A motion is needed to approve, reject or table the amendments to the Civil Service Regulations as presented to this Council by the Civil Service Commission.

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

G. A motion is needed to approve, reject or table the allocation of funds for H.E. Black and Associates to develop a master plan for the Little Valley Park in the amount of \$8,650.00.

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

H. A motion is needed to approve, reject or table Resolution 2021-6 and the Pennsylvania Municipal Retirement System Defined Benefit Plan Adoption Agreement 001.

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

I. A motion needed to approve, reject or table Resolution 2021-3 exonerating Frederick J Pace, Tax Collector, full and final settlement of the 2020 Real Estate and Fire Protection Tax.

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

J. A motion needed to approve, reject or table Resolution 2021-4 exonerating Frederick J Pace, Tax Collector, full and final settlement of the 2020 Municipal Solid Waste Fee.

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

K. A motion needed to approve, reject or table Resolution 2021-5 exonerating Frederick J Pace, Tax Collector, full and final settlement of the 2020 Sewer Rental.

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

7. Visitors to be heard

No comments

8. Council comments

A. Armbruster asked Stokes if there was any progress on the borough building mural project. There was nothing from Sprocket Mural Works and will require follow up and a future report to council.

9. Action on the bills to be paid

A motion was made by Armbruster to pay the bills. It was seconded Deardorff. There was no discussion and the motion passed unanimously.

10. Adjournment

A motion was made by Stokes to adjourn the meeting at 7:11pm. It was seconded by Dry and voted in favor unanimously.

Respectfully submitted and attested,

Joseph Hogarth
Borough Manager and Municipal Secretary