

# The Penbrook Borough Authority

Minutes: WEDNESDAY, January 20, 2021 6:30 PM – Zoom

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 –

**Moment of Silence was observed to remember our county.**

III. Public Comments - **None**

IV. Acceptance of re-appointment by Borough Council for new term for Glynis Smith.

**Motion was made by \_\_\_Stokes\_\_\_ 2<sup>nd</sup> by \_\_\_Shaw\_\_\_ to accept Glynis Smith to new term on SWA.**

V. Assign Officers for the year 2021:

a. Nomination for President: Blain Bargo

Motion made by Shaw 2<sup>nd</sup> by Stokes Vote passed: **yes**

b. Nomination for Secretary: Glynis Smith

Motion made by Dry 2<sup>nd</sup> by Shaw Vote passed: **yes**

c. Nomination for Vice President: Robin Dry

Motion made by Shaw 2<sup>nd</sup> by Stokes Vote passed: **yes**

d. Nomination for Treasurer: Nate Shaw

Motion made by Dry 2<sup>nd</sup> by Stokes Vote passed: **yes**

VI. Secretary's Report:

a. Minutes from the November 18th, 2020 meeting for approval:

Motion made by: Stokes 2<sup>nd</sup> by: Dry Vote passed: **yes**

VII. Treasurer's Report:

a. Stormwater Management balance, check detail, & profit and loss reports for November and December 2020:

Motion made by: Smith 2<sup>nd</sup> by: Dry Vote passed: **yes**

VIII. Manager's Report:

a. Authority email activity. - **None**

b. Other reports/comments.

**Mr. Hogarth addressed the Keystone Report. He also discussed it was not sure where the lien payment came from 4.00- 6.00 may have been for postage.**

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## IX. Solicitor's Report:

- a. Update on written permanent easement with Harrisburg Cemetery.  
**Mr. Wendaur was unable to connect with Sherry from the Cemetery. Mr. Hogarth volunteered to go to the cemetery to try to make face to face contact and hopefully move forward on the cemetery project.**
- b. Update on status of liens and pay-off request.  
**Mr. Wendaur stated the payments are coming in he will get a spreadsheet with that data. He also talked about the Sherriff sale and the time frame being January to the end of February sometime.**

## X. Old Business:

- a. October approved minutes were sent to Rick November 19th for posting.  
**Blain sated the minutes were sent and he will go to the website to confirm they have been posted.**
- b. Update on timeline for cemetery project and current MS4 permit.  
**Mr. Hogarth reports the 5yr time line, that is believed to have a cycle end of June 2023, Mr. Hogarth will confirm that information.**
- c. Update SWA audit requirements.  
**Mr. Wendaur has confirmed the SWA must have an independent audit. Mr. Hogarth is checking to see if it must be done annually and if Flannery can perform the audit.**
- d. Continue discussion on planning a community event for info and education/clean-up.  
**-Blain led the discussion about moving into the Spring Education/Clean-up projects**  
**-Jace talked about video postings to educate the community in this time of limited contact. Jace will talk to Nate it. He also said he has his clearances and is willing able to go into neighborhood schools and present environmental presentations. Glynis will find out about doing a presentation at the Banks St center.**  
**Some examples of these events might include;**  
**Earth Day April 22,2021, Jace is checking about posting the poster picture in the newsletter as an educational MS4 event, Baseball sign ups on January 30, 2021, Nate Shaw asked about giving posters to Victoria Shaw ( Borough Council) for the Community and Government events- posters could be reused.**  
**-Jace will provide/send out/drop off Posters to each SWA member to be placed throughout the community.**
- e. Ben Stokes spoke about the Tri-County Planning Program – **Ben said Steve Deck reached out about Penbrooks possible participation in the A-B-C levels of SW Management vs. having our own SW Entity. Robin said she attended the program for information and shared that information with the other members of the Authority. The Penbook SWA has**

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concluded that that program would NOT be a savings or a benefit for Penbrook Borough residents and that we will keep the SWA as it is currently being run.

- f. Annual Report being formally presented to Borough Council. – **Nate Shaw has proposed the idea the SWA should consider strengthening the communication between the Authority and the Borough Council by providing an annual report both in writing and in person. SWA has discussed and agree that it would be a good idea to create said document and present the report at the July Caucus meeting which coincides with our fiscal year.**

## XI. New Business:

### a. Education:

- Approved minutes from the November Stormwater Authority meeting to be posted. **Blain is sending to Rick**
- Spring newsletter article.  
Robin will take care of the newsletter and check with Mr. Armbruster for deadlines.

### b. Meeting date schedule and motion to advertise schedule:

Motion made by: \_\_\_\_\_ **Smith** \_\_\_\_\_ 2nd by: \_\_\_\_\_ **Shaw** \_\_\_\_\_ Vote passed: **yes**

### c. Public Works November/December update.

**-Another illicit discharge and the information was sent to Susquehanna.  
-Jace will give 5 posters to each SWA member.**

## XII. Public Comments: **None**

XIII. Next Meeting: Wednesday, February 17, 2021 @ 6:30 pm – Community Building

## XIV. Adjourn:

Motion made by: \_\_\_\_\_ **Shaw** \_\_\_\_\_ 2nd by: \_\_\_\_\_ **Dry** \_\_\_\_\_ Vote passed: **yes**

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