

The Penbrook Borough Authority

Minutes: WEDNESDAY, February 17, 2021 6:30 PM – Zoom

I. Welcome /Call to Order/Attendance

Hogarth __X__, Wendaur__X__, Shaw__X__,

Smith__X__, Bargo_____, Stokes__X__, Dry__X__

II. Pledge of Allegiance & Moment of Silence – Moment of Silence was observed.

III. Public Comments – **Mark Matlock – Introduced himself as a new resident of the boro**

IV. Secretary's Report:

a. Minutes from the January 20th, 2021 meeting for approval:

Motion made by: _____**Stokes**_____ 2nd by: _____**Shaw**_____ Vote passed: **yes**

V. Treasurer's Report:

a. Stormwater Management balance, check detail, & profit and loss reports for January 2021:

Motion made by: _____**Smith**_____ 2nd by: _____**Stokes**_____ Vote passed: **yes**

VI. Manager's Report: - Mr. Hogarth welcomes the new resident, Mark Matlock.

a. Authority email activity.

* 2-11-21 Laura Wagner – **Mark Wendaur addressed the letter to Laura Wagner. Nate has requested the size of the lot in question be confirmed. Joe said he will check on the size of the lot. Mark will talk to her about how to get caught up and on a payment plan.**

b. Other reports/comments. – **Mr. Hogarth addressed the delinquent money percentages of Regular vs. Delinquent payments. Mr. Wendaur will look into the matter and analyze where/how the changes are happening**

VII. Solicitor's Report:

a. Update on written permanent easement with Harrisburg Cemetery.

- Cemetery Contact: Sherry Zablotsky, 717-233-6789 and cell is 717-557-7096.

Mr. Wendaur confirmed the meeting with Sherry went well and said that everything sounded good to move forward, just needed to confirm.

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

Mr. Wendaur sent information of payments coming in and said there were even people tool pictures of them mailing in the payments.

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VIII. Old Business:

- a. November approved minutes were sent to Rick January 21st for posting. – **There was a motion made and seconded to send the minutes for posting.**

- b. Update on timeline for cemetery project and current MS4 permit.
* Current permit expires 6-2023. **Correction expires 8-31-2023. Everything went well and it is hoped we will; have a signed agreement in the next couple of months.**

- c. Update SWA audit requirements.
* Audit is required. Checking with Flannery. **This process is done on a regular basis.**

- d. Continue discussion on planning a community event for info and education/clean-up.
* Saint Margarete Mary School contact: Mary Jo Pronio, 717-232-3771.
* Posters available for placement. See attachment.
* Spring newsletter sent to Jim.
* See January Minutes. Get these items into an Action Plan?
-Jace expressed thanks for the MS4
- Poster information at the Pancake Breakfast March 13, 2021 (7-11-am) in person
-Community Yard Sale June 6th from 8am -1pm) sidewalk postings
-Nate shared his posters with Vickie.

- e. Continue discussion and planning of report to Borough Council for end of fiscal year.
* Prepare Action Plan to get this completed.
-clean up events (4) for the boro, before the boro egg hunt.
- Nate has started a running list of notes for the report to Borough Council we will discuss further at the next SWA meeting to present at the July meeting.

IX. New Business:

- a. Education:
 - Approved minutes from the January Stormwater Authority meeting to be posted.
Robin will forward to Rick for posting.

- b. Public Works January update.
– **29hrs MS4 MCM 1-6 Trainings (free w/certificate)**
- Jace discussed the details behind the borough missing the September deadline for participation in the multi – municipal Patriot News education posting for credit to our MS4.

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- c. Begin planning of 7-1-2021 thru 6-30-2022 budget. **Robin suggested we need to start to plan new items for the 2021-2022 budgets.**

- X. Public Comments: **Mark Matlock spoke and stated what he heard us say as a re-cap of the evenings meeting and all that we had discussed.**

Jace- spoke about an audit and what MS4 stands for ...Municipal Separate Storm Sewer System. He also addressed the need to continue labels for public works to use for our Outfall for budget purposes

Also, Electronic Map Systems, Nate Shaw, Then Joe added about additional costs for video of lines from a preventative standpoint.

- XI. Next Meeting: Wednesday, March 17, 2021 @ 6:30 pm – Community Building

- XII. Adjourn:

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

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