

**Penbrook Borough  
Caucus Meeting  
Minutes  
March 15, 2021  
6:30 PM**

1. Roll Call: Council members present were Dry, Deardorff, Armbruster, V Shaw, Stokes, N Shaw, Heffelfinger, Mayor McDonald and Ramper (zoom). Solicitor Wendaur attended via zoom

2. Executive Session. Manager Hogarth reported that the session was no longer needed.

3. New Business

A. A motion is needed to accept the resignation of part-time police officer Steven Prisbe dated March 11, 2021 to be effective on March 11, 2021. A motion to accept the resignation was made by Armbruster and seconded by V Shaw. There was no discussion and the motion carried unanimously.

B. A motion is needed to approve, reject or table the amended agreement with the Dauphin County Land Bank Authority, Mr. Blain Bargo and the Borough of Penbrook regarding 2419 Canby Street. A motion to approve was made by Deardorff and seconded by Armbruster. Ramper asked what the amended details were. Hogarth reported it was the deadline originally stated as February 2022 is now September 2022. The LBA gave Bargo six extra months. Ramper asked if someone from the borough was going to follow up on the stated deadline of 60 days from the date of the agreement for Bargo to pull all permits. Hogarth said he would have BCO Myers set a calendar reminder to follow up in 2 months. There was no further discussion and the motion carried unanimously.

C. Fire Chief Lacher and other representatives of the fire department requested Council consider allowing them to apply to Penn DOT for a street closure permit for an event on August 28, 2021. They will be taking delivery of a new fire engine and want to close the state road from Walnut to Canby and Elm Street from 28<sup>th</sup> to 29<sup>th</sup>. They also want to use the borough building and parking lot. Council seemed to think it was a good event to support and will vote on the application at the April 5<sup>th</sup> meeting.

D. Council was made aware of Mrs. Mary Ann O'Leary and Mr. Raymond O'Leary. Both put in applications to serve on the Zoning Hearing Board, Mr. O'Leary as an alternate. Their appointment will be voted on at the April 5<sup>th</sup> meeting.

E. Councilman Armbruster provided council with the findings from his interviews of employees using the iWorq software. The findings were positive and supported keeping the software despite the annual cost of over six thousand dollars. Ramper asked if it was used for MS4 issues which it is. He suggested the SWA pay for half of the subscription which would then take pressure off of the general fund.

F. Parks Committee Chair Stokes briefed council on several parks projects updates to include:

- Mr. Edhino Trujillo wants to host an adult soccer league at Community Park from April through August. He's also willing to explore a youth soccer team as well as participate in the summer program.
- Paxtang baseball is interested in using the small field at CP again this year but questions have to be answered regarding the lease, the use of the concession stand and the purchase of dirt for the infield.
- H.E. Black as submitted the master plan for Little Valley Park and the committee will be moving forward with application for a DCNR grant. The borough would be responsible for finding matching dollars but can do so with other grant sources

G. A motion is needed to approve, reject or table the DCNR Resolution for the Little Valley Park Revitalization Project. A motion to approve was made by Dry and seconded by V Shaw. The motion carried unanimously.

#### 4. Old Business

A. Public Works Committee Chair N Shaw led a discussion regarding the 2008 utility body truck. There was a proposal during the budget meeting to replace the truck with a new utility body as well as a standard 2500 series pickup. There is concern with the salt box and snow plow. Both are in need of repair due to age, rust and corrosion. Funding sources such as the SWA, Sewer Fund and Vehicle Capital Reserve Fund were discussed. Council expressed concerns until the first quarter tax revenues come in to see what if any shortage exists. It was agreed to put the proposal on the April agenda and a motion can be made to either approve or table. Council also asked for updated quotes for the purchases as well as repair bills over the last several years for the 2008 vehicle.

5. There was no discussion on the minutes from the March 1, 2021 Council meeting

6. There were no citizen comments

7. Council comments

A. Councilman Ramper said that he spoke to County Elections Official Jerry Feaser. Feaser still needs a 4<sup>th</sup> Ward Judge of Elections and Election Inspector. Both positions are paid but do require training. Mr. Feaser did not want to post on social media but would prefer council to try and find volunteers. If no one from the 4<sup>th</sup> Ward applies he will take any Penbrook Borough resident that qualifies.

8. The meeting was adjourned for an Executive Session at 8:19pm

Respectfully submitted

Joseph Hogarth  
Borough Secretary