

# The Penbrook Borough Authority

Minutes: WEDNESDAY, June 15, 2022 6:30 PM

I. Welcome /Call to Order/Attendance

Hogarth \_\_\_X\_\_\_, Shaw\_\_\_X\_\_\_, Smith\_\_\_X\_\_\_, Bargo\_\_\_X\_\_\_, Stokes\_\_\_X\_\_\_, Dry\_\_\_X\_\_\_, Kern\_\_\_X\_\_\_

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

III. Public Comments: **No public present**

IV. Secretary's Report:

a. Minutes from the April 20, 2022, meeting for approval:

**Motion made by: \_Bargo\_\_\_\_\_ 2nd by: \_Shaw\_\_\_ Vote passed: 5/0  
YES – after the revision to remove item 4 from VI. b. about “trees”**

V. Treasurer's Report:

**a. Stormwater Management balance, check detail, & profit and loss reports for April 2022:**

**Motion made by: \_Smith\_\_\_\_\_ 2nd by: \_Stokes\_\_\_ Vote passed: YES 5/0**

**b. Stormwater Management balance, check detail, & profit and loss reports for May 2022:**

**Motion made by: \_\_Bargo\_\_\_\_\_ 2nd by: \_Stokes\_\_\_ Vote passed: YES 5/0**

VI. Manager's Report: **Manager defers until later in the meeting**

a. Authority email activity.

b. Other reports/comments.

VII. Solicitor's Report/Comments:

a. Update on unpaid storm water fees and liens – **Items 2 and 3 in the solicitor's report; Solicitor stated they are starting the lien process as well as finishing up with the liens already filed. It was further explained as to what the hold up in the filing process has been. Blain noted to her, in discussion, to look for the rate change that occurred from 2017 to 2018. He stated it may be where some of the discrepancies she talked about may be coming from for some of the dollar amounts.**

b. Payment plan policy review – **Solicitor provided a new Resolution for review. A motion was made by;\_Bargo\_\_\_\_\_ 2<sup>nd</sup> by: \_\_Shaw\_\_\_ to the following.**

**The Resolution N0. 2022-02 of the Borough of Penbrook Authority, Dauphin County, Pennsylvania. Establishing a policy for payment plans for delinquent resident Stormwater Fees.**

**Motion passed: YES 5/0**

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- c. Other reports/comments – **There was discussion regarding the need to add an Executive Session and to amend the current Agenda to reflect said session.**

**A motion was made to amend the agenda to include an executive session to discuss a legal matter.**

**Motion made by: \_\_\_ Bargo\_\_\_ 2<sup>nd</sup> by:\_\_\_Stokes \_\_\_ Motion Passed: YES 5/0**

**Executive session ended at 8:25 PM**

**(Formerly discussed as IX. F., not on the agenda but added at that time of New Business discussion)**

## VIII. Old Business:

- a. Update on timeline for cemetery project and current MS4 permit.  
**\* Current permit expires 8-31-2023.**  
**-June 2022 moving forward, Fall 2022 out for bid, Spring 2023 after the weather breaks.**
- b. Continue discussion on planning of community events for info and education/clean-up. Documentation of efforts to educate the public.  
\* Saint Margarete Mary School contact: Mary Jo Pronio, 717-232-3771. Spring 2022.- hold  
\* Educate public on up-coming cemetery project  
\* Community car wash with local carwash owner (recycling of water) Spring of 2022.  
\*Possible Community Presentation by Dauphin County Conservation  
\*movie night, Vickie Shaw – **Possible Flyer and Glow in Dark Wrist Bands**  
\*Fire Company - or ask for their input on how to get the public involved  
**\*Education – minors/children- Glynis and Robin will attend the summer parks program June 29<sup>th</sup> to present SWA education on plant life and water absorption along with plants for home and planting in park.**
- c. Minimum Control Measure Plan update (Original draft 5-23-2016)  
●Status of up-dating (See MS4 Tsk List)

### **NO NEW UPDATE**

- d. MOU with borough revisions. **On hold.**
- e. 28<sup>th</sup> and Ludwig bid results. Awarded to Mid-State Paving and Excavating  
Underground work complete. Inlets installed. Curbs and accessible walks installed.  
Photos attached of removed storm pipe.  
Project Completed. Invoice for work submitted per contract Agreement.  
- **Project completed and the bill is paid**
- f. Budget planning for 7-1-22 thru 6-30-23.  
Attached worksheet/draft budget

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Attached Insurance quote.

Attached Growing Greener Grant

- **Joe read down through each line item and explained each item answering/addressing each question or concern as they came up.**

**A motion was made by: \_\_Bargo\_\_ and 2<sup>nd</sup> by: \_\_Shaw\_\_ to adopt The 2022 – 2023 Budget for the Penbrook Stormwater Authority. Motion passed: YES 5/0**

## IX. New Business:

### a. Education:

- Approved minutes from the April Stormwater Authority meeting to be posted.

**-Robin will post after the corrections are made.**

**-Glynis asked Robin to send to her as well for adding to SWA records.**

### b. Public Works April and May report/update.

**-None present at this time.**

### c. Emergency Sewer Line/Manhole Repairs.

- **Borough manager provided information updates on the emergency repairs.**

### d. Stormwater ordinance discussion: (See Attached from Rettew)

**-DEP requires ordinance by September of 2022,**

**A motion was made by: \_\_Stokes\_\_ and 2<sup>nd</sup> by: \_\_Shaw\_\_ to recommend the New Stormwater Ordinance to Borough Council. Motion Passed: YES 5/0**

### e. Penn Prime Insurance Proposal:

**- A motion was made to accept the Penn Prime Insurance Policy for the Stormwater Authority.**

**Motion made by: \_\_Bargo\_\_ and 2<sup>nd</sup> by: \_\_Shaw\_\_ Motion passed: YES 5/0**

## X. Public Comments:

**NONE**

## XI. Next Meeting: Wednesday, July 20, 2022 @ 6:30 pm – Community Building

## XII. Adjourn:

Motion made by: \_\_Shaw\_\_ 2nd by: \_\_Smith\_\_ Vote passed: **YES 5/0**

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