

# The Penbrook Borough Authority

MINUTES: WEDNESDAY, October 19, 2022 6:30 PM

I. Welcome /Call to Order/Attendance  
Hogarth \_\_\_\_\_, Shaw\_X\_\_, Smith\_X\_\_, Bargo\_X\_\_, Stokes\_X\_\_, Dry\_X\_\_, Kern\_X\_\_

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

III. Public Comments: **Amy Ascher – presented later in minutes VII. C.**

IV. Secretary's Report:

**A Motion was made to postpone the review and approval of the September meeting minutes due to email glitch. Made by: \_\_Shaw\_\_ 2<sup>nd</sup> by: \_\_Stokes\_\_ vote passed YES 5/0**

**a. Minutes from the September 21, 2022, meeting for approval:  
Motion made by: \_\_\_\_\_ 2nd by: \_\_\_\_\_ Vote passed: NO/YES**

V. Treasurer's Report: **Presented by Nate Shaw**  
a. Stormwater Management balance, check detail, & profit and loss reports for September 2022:  
**Motion made by: \_Stokes\_\_ 2nd by: \_Shaw\_\_ Vote passed: YES 5/0**

VI. Manager's Report: **None at this time – manager not present**  
a. Authority email activity.

b. Other reports/comments.

VII. Solicitor's Report/Comments: **Presented by Beth Kern**  
a. Update on unpaid storm water fees and liens  
**Solicitor provided an update on the report, progress.**

b. Resolution 2022-03 – Motion was made to table this resolution until we get clarification from Keystone.

**A motion was made to table the adoption of the Resolution until clarification from Keystone is made on Collection Fees.**

**Made by : \_\_Blain\_\_ 2<sup>nd</sup> by: \_\_Robin\_\_ Vote passed YES 5/0**

**Motion to adopt resolution 2022-03 made by: \_\_\_\_\_ 2<sup>nd</sup> by: \_\_\_\_\_  
Vote passed: NO/YES**

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c. 2435 Canby Street Collection Fee - Presented a hardship concern and confusion over the SWA fees that are delinquent on her property. There was much discussion back and forth and there were some motions made regarding the concern and request of Ms. Ascher

1 - A motion was made to not waive the Attorney collection fees for 2435 Canby St.

Motion made by: \_\_\_Blain\_\_\_ 2<sup>nd</sup> by \_\_\_Nate\_\_\_ vote Passed NO (2 yes 3 no- motion did not pass)

2- A motion was made to waive the Attorney collection fees for 2435 Canby St.

Motion was made by: \_\_\_Robin 2<sup>nd</sup> by: \_\_\_Ben\_\_\_ passed NO (2 yes 3 no -motion did not pass)

3- A motion was made to table the further discussion and decision on the waiver of Attorney collection fees for 2435 Canby St. until the November meeting.

Motion made by: \_\_\_Nate\_\_\_ 2<sup>nd</sup> by: \_\_\_Glynis\_\_\_ passed Yes (4 yes 0 NO 1 Abstain)

D. Other reports/comments.

### VIII. Old Business:

a. Update on timeline for cemetery project and current MS4 permit. See new business item from engineer. – **Refer to new business**

b. Continue discussion on planning of community events for info and education/clean-up. Documentation of efforts to educate the public.

\* Saint Margarett Mary School contact: Mary Jo Pronio, 717-232-3771. Spring 2022.- hold

\* Educate public on up-coming cemetery project

\*Possible Community Presentation by Dauphin County Conservation

\*Fire Company - or ask for their input on how to get the public involved

\* **Potential for WREP community Education**

c. Minimum Control Measure Plan update (Original draft 5-23-2016)

●Status of up-dating (See MS4 Tsk List) – **none currently**

d. MOU with borough revisions. **On hold.**

e. Emergency sewer and storm line repairs update:

Repairs are complete waiting on resurfacing the road where work was done.

- **SWA and Sewer split the cost 50/50**

f. Continue discussion on future SWA parcel rate fee schedule.

- **Nate brought up a few ideas about changes that could impact the budget and a potential for raising rates.**

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- IX. New Business:
- a. Education:
    - Approved minutes from the September Stormwater Authority meeting to be posted.
    - **ON hold**
  
  - b. Public Works August report/update. – **No report given. However, Nate shared information from the Borough Council Meeting.**
    - **All Outfall and Inlets have been cleaned out**
    - **Process in place to inspect inlets and outfalls on a monthly or more consistent basis.**
  
  - c. **Engineers Report:** Jeremy is working on the HOP permit for the basin project. Once received PennDOT is usually at least 30 days to issue. Once issued he'll prepare the bid documents.

I asked Jeremy to speak with Kara and suggested that she prepare at least a quarterly report to the Authority since she's now the coordinator. He thought that was a good idea and will run that by her.

We also discussed the DEP permit and extension. I was misinformed in thinking that included Penbrook. He advised me that the two year extension was for the general permit but Penbrook is under an individual permit. I asked what he thought that meant but he has no idea. So our permit will still expire in August of next year. I guess we'll have to wait and see what if any requirements the new permit cycle will require.

- d. WREP (Water Resource Enhancement Program)
  - **Robin discussed concern for the 500.00 fee and what it pays for.**
  - **Glynis had questions about the ability to opt out for a project, or not.**
  - **Discussion to try to find clarity and language for credits and how they are given/sold/traded**

**A Motion was made to recommend to Borough Council to join WREP and pay only the initial 500.00 contribution.**

**Motion made by: \_\_Robin\_\_ 2<sup>nd</sup> by: \_ Nate\_\_ vote passed YES 5/0**

- e. Annual MS4 Stormwater Ad with Cap COG. Cost is \$45.00.  
It is time to run the annual MS4/Stormwater Ad. As you know, this is a requirement for municipalities. CapCOG places a joint ad to save our members time and money in having to create their own ad.

The 2022 Ad is attached for your information. Participating members will be listed in the bottom portion of the ad.

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If you would like to participate, the cost is \$45. As always, we will send a proof of publication for your records when the ad runs. I will invoice members once we send the ad for publication.

Please let me know if you are interested by Friday, October 21.

- f. Rain Barrel Workshop: Matt Williard, Resource Planner, Dauphin County Conservation District.

I hope you are all doing well! I am writing to inform you that we intend to apply for a 2023 DEP EE Grant in order to conduct more Rain Barrel Workshops with you, our municipal partners. The deadline to apply for the grant is **December 9, 2022**, so I am reaching out to see if any municipalities would like to partner with us to host a workshop and provide funds toward the purchase of additional rain barrels.

At this point, I am just looking for a response as to whether a) your municipality is interested in being a partner and b) the amount of funds that could be available from the municipality. **Please respond to this email by close of business on Monday, October 31<sup>st</sup>**, so we can formulate a plan moving forward.

We will be limited in this effort by the amount of financial resources available versus the cost of the rain barrels. Those municipalities that are able to offer financial assistance in the purchase of additional rain barrels will get top priority; however, municipalities that cannot offer additional funding will not be automatically eliminated from consideration. We will make every attempt to accommodate partnering with as many municipalities as are interested. If you have any questions, please feel free to contact me.

**Robin read through and provided clarity for a few of the points of discussion.**

**A motion was made to respond with a YES commitment to the Rain Barrell program, up to 500.00.**

**Motion made by: \_\_Robin\_\_ 2<sup>nd</sup> by: \_\_Nate\_\_ vote passed YES 5/0**

- X. Public Comments: **None preset at the end of the meeting.**
- XI. Next Meeting: Wednesday, November 16, 2022 @ 6:30 pm – Community Building
- XII. Adjourn:  
Motion made by: **\_\_Nate\_\_** 2nd by: **\_\_Glynis\_\_** **Vote passed: YES 5/0**

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