

# The Penbrook Borough Authority

EXPANDED AGENDA: WEDNESDAY, November 16, 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: **None present**
- IV. Secretary's Report:  
a. Minutes from the September 21, 2022 meeting for approval:  
**Motion made by: \_\_\_Shaw\_\_\_ 2nd by: \_\_\_Stokes\_\_\_ Vote passed: YES 4/0**  
b. Minutes from the October 19, 2022, meeting for approval:  
**Motion made by: \_\_\_Stokes\_\_\_ 2nd by: \_\_\_Shaw\_\_\_ Vote passed: YES 4/0**
- V. Treasurer's Report:  
a. Stormwater Management balance, check detail, & profit and loss reports for October 2022:  
**Motion made by: \_\_\_Bargo\_\_\_ 2nd by: \_\_\_Smith\_\_\_ Vote passed: YES 4/0**
- VI. Manager's Report:  
a. Authority email activity. – **No email**  
b. Other reports/comments. – **waiting to report until solicitors report**
- VII. Solicitor's Report/Comments:  
a. Update on unpaid storm water fees and liens – **This point was addressed in a more simplistic report with a long version of the report quarterly.**  
- **Payment plans are on track and residents are making regular payments.**  
- **Ms. Kerns stated we are making progress and gave us the opportunity to ask questions.**  
- **Only one question was asked, should someone need to pay the outstanding SWA fees to obtain a business license, occupancy permit or a building permit.**

The Penbrook Borough Authority  
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- b. Resolution 2022-03 – Joe provided 6-1-2019 information sent by Keystone

**\*Clarification from Keystone**

- **The solicitor will make amendments to the existing Resolution for the SWA.**
- **Ms Kern spent a lot of time on questions and answers to explain different points about the billing of delinquent SWA payments**

**\*\*\*ON HOLD**

**Motion to adopt resolution 2022-03 made by: \_\_\_\_\_ 2<sup>nd</sup> by: \_\_\_\_\_**

**Vote passed: NO/YES**

- c. Other reports/comments. – **none at this time will be addressed at old Business.**

VIII. Old Business:

- a. Update on timeline for cemetery project and current MS4 permit.  
See Engineers Report
- **Joe explained about the pictures and the progress of the cemetery project, he also explained that these things will not be held up because of the sewer issues.**
  - **Blain asked if we should have Retew provide us with an estimate for a future liner project. Forney and Willow... he asked about the proposed budget for that repair. Do we wait until close to the end of the current project or do it now while in the process of the bigger project and when the possible need for repair could be less costly overall to repair.**
- 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 2023.- 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)
  - report was filed September 2022 (on going items will continue to be added and the MS4 will continue to be updated.)**
- d. MOU with borough revisions. **On hold.**
- **we will provide <Ms. Kern with both versions of the MOU to create and update a completed MOU for SWA to review for approval.**

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- e. Emergency sewer and storm line repairs update:  
Work all complete. Additional invoices received.  
**-Robin asked a question about the water flooding into the basement of the Arc Building. The concerns were heard but the property owner needs to address these concerns**
- f. Continue discussion on future SWA parcel rate fee schedule.  
**Last meeting Nate mentioned a few ideas about changes that could impact the budget moving forward.**

## IDEAS – brainstorming fee ideas

- Flat fees for property square footage
- Impervious vs. pervious
- Commercial vs. residential Solicitor
- PA Municipal Authority Act should be reviewed by the solicitor

- g. 2435 Canby Street Collection Fee  
– Blain addressed the issue and with Joe they decided to put this on hold until next month until the bill is paid
  - Robin stated the precedence has been set

## IX. New Business:

### a. Education:

- Approved minutes from the September and October Stormwater Authority meeting to be posted.

**Robin will send both September and October minutes to Rick and Becky.**

### b. Public Works report/update.

17 Pa1calls

Replaced curbing on Elm Street @Borough building

Salt bin is loaded and ready for winter

14 Loads and 108 man hours MS4 Leaves

## X. Public Comments: **None present**

XI. Next Meeting: Wednesday, December 21, 2022 @ 6:30 pm – Community Building

## XII. Adjourn:

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

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