

The Penbrook Borough Authority
MINUTES : WEDNESDAY, February 15, 2023 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: Prepared by Glynis Smith

a. Minutes from the January 18, 2023 meeting for approval:

Motion made by: __DRY__ 2nd by: __SHAW__ Vote passed: YES 5/0

V. Treasurer's Report: Presented by Nate Shaw

a. Stormwater Management balance, check detail, & profit and loss reports for January 2023:

Motion made by: __SMITH__ 2nd by: __DRY__ Vote passed: YES 5/0

VI. Manager's Report: Presented by Joe Hogarth

a. Authority email activity.

- Joe emailed Jeremy information about bid candidates for Basin Project

b. Other reports/comments.

-West Chester Court Findings *group discussion with solicitor to get further explanation on the email from Susquehanna Township. At this point watching the events to see how things progress. Nothing to do at this time.

VII. Solicitor's Report/Comments: Presented by Beth from CGA

a. Update on unpaid storm water fees and liens

-No new updates – report for the month is attached to the Solicitor's report.

-Data and Analysis on some outstanding accounts until the accounts are cleaned up and sending appropriate collection fees.

-Velter property paid all delinquent fees for both parcels

- .310 S. 26th St shows what was paid. 76.85 plus legal fees for 2018 paid in 5/21 and 8/21

Motion to consider the account for 310 S. 26th St delinquent SWA fees paid by good faith efforts of property owner

Made by: __STOKES__ 2nd by: __DRY__ vote passed YES 5/0

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b. Resolution 2023-01 – Solicitor prepared report and it was looked over and opportunity for discussion was had.

*Clarification from Keystone

*Amendments to the existing Resolution

Motion to adopt resolution 2022-03 made by: _____ DRY _____ 2nd by: _____ SHAW _____
Vote passed: YES 5/0

b. Other reports/comments.

VIII. Old Business: **Blain presented the bid spreadsheet – Joe explained information on Iron Eagle**

a. Update on timeline for cemetery project and current MS4 permit.

See Engineers Report/Drawings

Project is out or bid.

Recommendation to award contract to _____ **IRON EAGLE** _____ by engineer.

Motion to award Basin Project in the amount of \$423,325.00 to _____ IRON EAGLE _____
made by: _____ BARGO _____ 2nd by: _____ DRY _____
Vote passed: YES 5/0

The Solicitor explained what could happen if the process hit any issues along the way and what we would do about it in March meeting.

b. Discussion on planning of community events for info and education/clean-up.

Reminder that documentation of efforts to educate the public is needed.

* 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

* Summer Camp Project

-Blain discussed changing the boards to reflect and photo document the basin project on a regular basis.

c. MOU with borough revisions.

Borough will forward Solicitor current MOU's for review and recommendations or a revised MOU agreement.

STILL ON HOLD

d. Discussion on future SWA parcel rate fee schedule.

October meeting Nate mentioned a few ideas about changes that could impact the budget moving forward.

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- talked about TV/video lines for the inlet and outfalls, see what needs done.
- For 2023 – 2024 budget we can revisit if there should be a change to the way we bill for SWA fees. Next meeting discussion.

- *Flat fees for property square footage
- *Impervious vs pervious
- *Commercial rate and residential rate
- *Review of PA Municipal Authority Act by solicitor

- Blain explained there may be an opportunity for a rate change may exist. (up or down)
-

IX. New Business:

Recommendation was made to change from a fiscal calendar to a yearly calendar for billing. The Solicitor is looking into it for options.

a. Education:

- Approved minutes from the January 2023 Stormwater Authority meeting to be posted.
Robin is sending minutes to Rick and Becky for posting.

b. Public Works report/update.

None received.

c. Engineer's report:

Covered in the Basin Project information shared.

d. Dauphin County Water Resource Enhancement (WREP) Advisory Board meeting. B. Bargo to attend meeting.

- **Blain will report back after attending next week. Joe has a different meeting to attend so Blain will attend in his place.**

X. Public Comments: **None present**

XI. Next Meeting: Wednesday, March 15, 2023 @ 6:30 pm – Community Building

XII. Adjourn:

Motion made by: **Shaw** 2nd by: **Dry** Vote passed: **YES 5/0**

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