

# The Penbrook Borough Authority

MINUTES: WEDNESDAY, March 15, 2023 6:30 PM

- I. Welcome /Call to Order/Attendance  
Hogarth \_\_\_\_\_, Shaw\_\_\_\_\_, Smith\_\_X\_\_\_\_, Bargo\_\_X\_\_\_\_, Stokes\_\_\_\_\_, Dry\_\_X\_\_\_\_, Kern\_\_X\_\_\_\_
- II. Pledge of Allegiance & Moment of Silence – **Observed**
- III. Public Comments: **Sitting in for Joe Hogarth – Public Works Supervisor, Mark Sostar**
- IV. Secretary's Report: Prepared by Glynis Smith  
a. Minutes from the February 15, 2023 meeting for approval:  
**Motion made by: \_\_\_Bargo\_\_\_ 2nd by: \_\_\_Dry\_\_\_ Vote passed: YES 3/0**
- V. Treasurer's Report: **Ready by Blain Bargo**  
a. Stormwater Management balance, check detail, & profit and loss reports for February 2023:  
**Motion made by: \_\_\_Dry\_\_\_ 2nd by: \_\_\_Smith\_\_\_ Vote passed: YES 3/0**
- VI. Manager's Report: **NONE**  
a. Authority email activity.  
  
b. Other reports/comments.  
**ADDRESSED IN NEW BUSINESS**
- VII. Solicitor's Report/Comments: **Presented by Beth Kern**  
a. Update on unpaid storm water fees and liens  
  
1. **Uptick in collection letters sent (14 in response to collection letters**  
2. **8-10 letters sent as follow up.**  
  
b. Other reports/comments. - **NONE**
- VIII. Old Business: **Blain Reported**  
a. Update on timeline for cemetery project and current MS4 permit.  
\* Construction kick-off meeting held on 3-13-23  
- **Joe, Mark, Blain, contractor and Jeremy**  
- **Blain walked the site (Iron Eagle staff and Blain)**  
- **Items submitted to engineer (6weeks for submittal) May possible start time**  
- **Talked about extended pipe pump.**  
- **Blain said they seemed very Knowledgeable.**

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- 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 – **Need ground- breaking Deal-request Valerie Prichard**  
\*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  
\* Update display boards to reflect documentation of basin project.  
\* Provide updates on boards – Robin asked for the pictures and the boards to do updates.
- c. MOU with borough revisions.  
**\*Borough will forward Solicitor current MOU's for review and recommendations or a revised MOU agreement.**  
**\*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.**  
***ON HOLD- BLAIN AND THE SWA HAS A SENSE OF WAITING UNTIL NEW BUDGET***  
  
\*Flat fees for property square footage  
\*Impervious vs pervious  
\*Commercial rate and residential rate  
\*Review of PA Municipal Authority Act by solicitor  
\* Consider rates as preparation of new budget
- e. Discussion on SWA fiscal calendar year.  
\* Possibly changing SWA fiscal year to same as calendar year and what is involved.  
**\* On hold for now**
- f. Dauphin County Water Resource Enhancement (WREP) meeting report.  
accomplish multiple municipalities participate in membership.  
\*A primary and alternate needs to be selected for voting purposes and should be individuals that will be involved in the meetings.  
-Provided power point for review  
-15 municipalities currently participating.  
**-meeting is every 4<sup>th</sup> Wednesday at 2:00 PM**  
**-We need a primary and alternate, Joe and Blain have discussed them being the ones, as a boro employee.**

**Motion made to the Primary and Alternate Representative to W.R.E.P. to be as follows, Joe Hogarth – Primary, Alternate – Blain Bargo, suggested 2<sup>nd</sup> alternate – Mark Sostar,  
Motion made by: \_\_Dry\_\_ 2ndby: Smith Vote Passed: YES 3/0**

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- IX. New Business:
- a. Education:  
\*Approved minutes from the February 2023 Stormwater Authority meeting to be posted.  
**-Robin forwarded off to Becky and Website connection for posting.**
  - b. Public Works report/update.  
**-Hoffer St**
  - c. Engineer's report:  
**- None**
  - d. Emergency repairs at Hoffer Street  
\*Sink hole discovered at inlet box and found pipe rotted on bottom side for a distance of approximately 80 l.f.  
\* One inlet box replaced and drainpipe to next inlet box.  
\*Paving to be completed when plants re-open.  
**- \$30,000.00 approx for the repair**
  - e. 2837 Walnut Street  
**The Solicitor reviewed the facts from both sides.**

**Motion made that the SWA fees pursuant to the collection letter.**  
**Made by: \_\_\_\_\_Bargo\_\_\_ 2<sup>nd</sup> by: \_\_\_Dry\_\_\_ Vote passed: YES 3/0**

- f. Walnut St. SWA Infrastructure  
**-Blain brought up the points of concern for future expenses on infrastructure. Solicitor then explained further what the State Highway Law Proposed Bill (House Bill / Senate to put to legislation)**
- g. 2023/2024 budget  
– Mark pushed camera cost to split cost with Sewer \$10,500.00 to split \$5,230.00 each for Sewer and SWA  
-Self- Contained Camera, Envirosite- Susquehanna used the same device.  
-Street Sweeper Tymco 435 (\$215,000.00) share/rent to/with Paxtang Borough  
Mark gave us the information for the budget. Solicitor will get together the projected budget for the next budget Year

X. Public Comments: **none present.**

XI. Next Meeting: Wednesday, April 19, 2023 @ 6:30 pm – Community Building

XII. Adjourn:  
Motion made by:   Smith   2nd by:   Dry   Vote passed: YES 3/0

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