

The Penbrook Borough Authority
AMENDED MINUTES: WEDNESDAY, April 19, 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: **Mr. Lehman – Questions about water runoff, paid property taxes since 2020. He had questions about them coming separately. Joe and Beth explained about the alley that was never opened. Blain and Beth then addressed his questions about the SWA fees for 2019 and how they were paid but not the 2020. They went over payment options with him and Mr. Lehman said he understood what they explained and would come in next week and pay the late SWA fees.**

IV. Secretary's Report: Prepared by Glynis Smith

a. Minutes from the March 15, 2023 meeting for approval:

Motion made by: _Shaw_ 2nd by: __Dry_ Vote passed: YES 4/0 - 1/ abstained for non-attendance.

V. Treasurer's Report: **Presented by Nate Shaw**

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

Motion made by: _Dry__ 2nd by: _Smith__ Vote passed: YES 5/0

VI. Manager's Report: Presented by Joe Hogarth

a. Authority email activity. – **none at this time.**

b. Other reports/comments. –

-He addressed the current permit cycles and expiration dates with Kara from Retew and is waiting on updates/or/new expiration dates.

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

a. Update on unpaid storm water fees and liens

-Provided a written report for review and presented information on problematic accounts to the Authority for clarification and more detailed review. These accounts are for the 2020-2021 years and the Solicitor is starting to file necessary liens. There will be follow-up at the May meeting on some of the information provided for these accounts (1-Booser Ave and 1- Boas St property)

b. Other reports/comments.

As a follow-up to questions and clarification for said questions, the Solicitor provided the following information. Explanation of bylaws for "Fiscal/vs/Calendar year budgets. It has been recommended, upon consultation and agreement by the accountant and/or Auditor, that a 6 month stop gap budget be used when the change is made to as calendar year budget. No change is planned until after the basin project would be complete.

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- VIII. Old Business: **Presented by Blain**
- a. Update on timeline for cemetery project and current MS4 permit.
 - * Construction kick-off meeting held on 3-13-23
 - * Site work began week of 4-9-23
 - **No issues yet – all is a go for now.**
 - b. Emergency Repair at Hoffer Street Update
 - * 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 work completed.
 - **50 ft of work close to \$27,000.00 for the repair**
 - c. 2837 Walnut Street
 - **Mr. Lehman stated he will make his payment as a result of the conversation with the Manager and Solicitor, as earlier noted in public comments.**
 - d. 2023/2024 Budget
 - * Draft worksheet sent with packet for discussion.
 - **Joe pointed out a few places to make adjustments to next years budget. 35k to 40k for legal fees etc.**
 - **went over the Growing Greener Grant**
 - **Discussed pay increases/ Incomes, taxes and a variety of similar items to follow into the new budget.**
 - **Discussed a new street sweeper/vacuum for streets and Basins.**
- IX. New Business:
- a. Education:
 - * Approved minutes from the March 2023 Stormwater Authority meeting to be posted.
 - new minutes for posting being resent to Robin to forward off to Becky and Rick.
 - b. Public Works report/update.
 - **Blain and Joe report no updates.**
 - c. Engineer's report:
 - **Blain and Joe report no updates.**
 - d. Swatara Intermunicipal Compost Agreement
 - * Agreement with packet for review.
 - FYI - Information - Anyone in the Borough can bring yard waste – fee to homeowners / get charged \$8.00 per/event or \$30.00 per/ year

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- X. Public Comments: **None present at end of meeting.**
- XI. Next Meeting: Wednesday, May 17, 2023 @ 6:30 pm – Community Building
- XII. Adjourn:
Motion made by: **_Shaw__** 2nd by: **_Stokes__** Vote passed: **YES 5/0**

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