

Penbrook Borough Council Meeting Minutes
August 7, 2023

1. Call to order

- A. On August 7, 2023 President Deardorff called the Borough Council to order at 6:30 pm followed by a salute to the flag and a prayer from Pastor Halliday.
- B. 7 members of Council were present. Ramper and the Mayor were absent.

2. Action on the minutes

- A. On the July 17, 2023 Caucus meeting minutes, motion to approve by Armbruster and seconded by Newcomer. Carried unanimously

3. Citizen comments on agenda items

A. Clyde Bateman 2615 Boas asked about the IMA agenda items but was unsatisfied that the city stopped collecting his yard waste that he is putting in his trash toter.

4. Reports

A. Hogarth provided Council with the July 2023 Police stats

B. Treasurer – Hogarth read the Treasurer’s report for July 2023. A motion was made by N. Shaw and seconded by V. Shaw to accept the report. It was voted on unanimously.

C. Manager

i. Officer Krista Toth was sworn in by Mayor McDonald on July 31 and received her MPOETC Certification on Aug 1. She is now in the field training program with Officer Aquiler for approximately 12 weeks.

ii. Property maintenance enforcement officer Donald Collins was terminated on July 30.

D. Solicitor – Provided her written report to Council members and noted that action items B, C, and D are summarized in the report.

E. STEMS – No report

F. Fire Chief – No report

G. Committees

i. Codes – Deardorff reviewed the codes and property maint. stats.

ii. Public Safety – Order of succession members for August are V. Shaw, N. Shaw and Newcomer

iii. Parks and Property –

a. Discussed upcoming and past events

b. Details of Sept 16 Community Day are being finalized including the rain barrel workshop

c. Stokes asked Hogarth if police reports involving the borough parks and properties can be disseminated to officials.

iv. Public Works – Reviewed July's highlights from the public works department

v. Personnel – The borough is now in the process of hiring for the position of property maintenance enforcement officer vacated by Collins

vi. Community and Government –

a. Reviewed past and future events including this Saturday's movie night.

b. V. Shaw asked Council if there were any thoughts on trick or treat and if so when. It was decided that trick or treat for 2023 will be Tuesday October 31 from 6pm-8pm

vii. Budget – Budget meetings start next Monday 8/14 and will continue through the adoption of the budget on December 4.

viii. Authority – No report

ix. Planning Commission –

a. The commission has been discussing the proposed short term rental ordinance to give recommendations to Council.

b. The SALDO ordinance as it pertains to a possible application at 650 S 28th has been a main topic and the commission is working with the borough engineer, solicitor and BCO to gather information.

c. The next step regarding the alcohol question(s) for the referendum during the general election is to collect signatures. The commission has agreed to specially ask voters to decide on the topic of specific sales such as brew pubs.

5. New Business

A. Approval is needed to accept the lowest responsible bidder for a paving project involving Swartz, S. 31st and Charles Streets. The lowest responsible bidder was Mid-State Paving with a cost of \$71,992.00. A motion to approve was made by Dry and seconded by Deardorff. Motion carried unanimously.

B. A motion is needed to approve or reject the IMA with the City of Harrisburg for refuse collection for 2024. A motion to approve was made by Newcomer and seconded by N. Shaw. The motion carried 6-1 with Armbruster voting no.

C. A motion is needed to approve or reject Resolution 2023-18 for the IMA with the City of Harrisburg for refuse collection. A motion to approve was made by Stokes and seconded by V. Shaw. Motion carried 6-1 with Armbruster voting no.

D. A discussion and if necessary action on approving HERA Property Registry for collection vacant property information and fees in the Borough. Hogarth reported that the Borough was using Prochamps but they recently filed bankruptcy. HERA is a similar service currently used by Susquehanna Township. The fee structure would be the same as the arrangement with Prochamps. A motion to approve was made by Stokes and seconded by Newcomer. Motion carried unanimously.

E. Discussion and if necessary, action on Light-Heigel as the Borough's Zoning Officer. Hogarth asked Council to delay making a decision on this change. He and BCO Bragunier met with another 3rd party and would like to bring all administrative codes and zoning duties in house to Bragunier and only use the third party for on site work such as inspections. This will be a topic for the August caucus meeting.

6. Visitors to be heard

a. Clyde Bateman, 2615 Boas commented about a truck parked on 26th St, vegetation growing into the roadway, Veltor Products demolition and short term rentals.

b. Nacole Moore from 2838 Banks wanted to introduce herself. She is running for the 4th Ward Council position.

c. Steve Garisto 2531 Boas commented about an incident recently involving a large group of juveniles near his residence. Hogarth responded that both our officers as well as Susquehanna Twp police were dealing with the incident and arrests were made.

d. Donna Zimmerman, 2705 Banks also commented on the behavior of teenagers and their disregard for anything as they seem to move through the borough from the city to the Edgemont area. She also commented on the condition of the curbs along Banks St.

7. Council comments –

a. Deardorff thanked all involved with the Little Valley Park Summer program for another successful year.

8. Action on the bills to be paid

A motion was made by V. Shaw to pay the bills and seconded by Newcomer. Motion carried unanimously.

9. The Manager is requesting an Executive Session to discuss a personnel matter and a legal matter. The public meeting was adjourned at 7:27 pm and the executive session was adjourned at 7:35 pm.

Respectfully submitted and attested,

Joseph Hogarth
Borough Manager and Municipal Secretary