

The Penbrook Borough Authority

MINUTES: WEDNESDAY, February 21, 2024 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: Written by Glynis Smith

a. Minutes from the January 17, 2024 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 2024:

Motion made by: __ Smith__ 2nd by: __ Dry__ Vote passed: YES 5/0

VI. Manager's Report: Presented by Joe Hogarth

a. Authority email activity:

none

b. Stormwater time report:

- spread sheet - 3 operators – very little time spent on SW, Just Basic Storm maintenance.

c. Other reports/comments:

- SWA ½ of the Push camera + GIS – paid out of sewer fund – must move money out of SWA to Sewer fund to pay our ½

- Blain discussed the temporary fence being down again. Asked the Solicitor about adding a more secure way to keep the fence up and save and take liability off of the Borough.

VII. Solicitor's Report/Comments:

a. Update on unpaid storm water fees and liens:

-short report provided on monthly update

– more liens filed, and they are moving forward with collections at this time of year to reduce the number of delinquents

b. Other reports/comments:

- The Solicitor presented information on a couple of properties that are in bad condition, possibly more liens than the property is worth. They are still investigating.

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- VIII. Engineer's Report:
- a. ERU Calculations
 - Kara presented Dauphin County maps, spread sheets and data based on current tax and property information on file with DC Tax Assessment. Several scenarios were presented, in writing, for the SWA to consider for a possible new billing formula/ process. There is a lot of information to go through and a lot to take into consideration before/during development of said plan. The SWA board will continue to receive updated information to be used as this event develops. Monthly updates could follow.
- IX. Old Business:
- a. MOU discussion: Paragraphs 3, 4, and 5 on pages 2 and 3 of current MOU.
 - Blain opened conversation on paragraphs 3,4 and 5
 - Joe opened with how things are currently being done and offered conversation on new ideas.
 - The SWA, Solicitor and Borough Manager held and open discussion to gain a better understanding of the MOU and the need for this document as well as the need for the re-write of this document.
 - To more accurately represent what is happening between SWA and the Borough.
 - For the purpose of the Borough Counsel and SWA to have a clear understanding of the MOU and the current process.
- X. New Business:
- a. Education:
 - *Approved minutes from the January 2024 Stormwater Authority meetings to be posted.
 - Robin sent for posting.
 - b. Public Works report:
 - Joe read and presented information during the managers report VI. b. (managers report)
- XI. Public Comments:
- None present.
- XII. Next Meeting: Wednesday, March 20, 2024 @ 6:30 pm – Community Building
- XIII. Adjourn:
Motion made by: SHAW 2nd by: DRY Vote passed: **YES 5/0**

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