

The Penbrook Borough Authority

MINUTES: WEDNESDAY, March 20,2024 6:30 PM

- I. Welcome /Call to Order/Attendance
Hogarth __X__, Shaw__X__, Smith__X__, Bargo__X__, Stokes____, Dry__X__, Kern__X__
- II. Pledge of Allegiance & Moment of Silence - OBSERVED
- III. Public Comments: NONE
- IV. Secretary's Report: Written by Glynis Smith
a. Minutes from the February 21,2024 meeting for approval:
Motion made to approve after date correction is made
by: ___Shaw_____ 2nd by: ___Dry_____ Vote passed: YES 4/0
- V. Treasurer's Report: Presented by Nate Shaw
a. Stormwater Management balance, check detail, & profit and loss reports for February 2024:
Motion made by: ___Bargo_____ 2nd by: ___Smith_____ Vote passed: YES 4/0
- VI. Manager's Report: Presented by Joe Hogarth
a. Authority email activity:
None
b. Stormwater time report:
-Provided the current times
c. Other reports/comments:
-Not much on SW this month
-Reports back on the Video Footage – paying SWA half already approved.
-WREP- meeting next week- will report back at next month's SW meeting
- Nothing back from Iron Eagle about the fence as of now.
- VII. Solicitor's Report/Comments: Presented by Beth Kern
a. Update on unpaid storm water fees and liens:
- Provided a short report on the status of SWA late fees.
- Provided an update on how the delinquent are looking at this time.
- The solicitor talked about the process being used moving forward to see how this process will work. Including the use of first class mail after the attempt of certified mail.
b. Other reports/comments:
-Discussion on a problematic property, 2728 Banks St, still has not set up a payment arrangement yet nor has she paid a lump sum amount. The SWA has agreed 4/0 to move forward with Liens – Sending one last 15 day deadline letter to pay in full or a lien will happen.

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VIII. Engineer's Report:

a. ERU Calculations:

February Meeting - 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.

- **Open discussion on the Summary Table draft presented. (The Solicitor found only one property owned by the State of PA on this list.)**
- **Rational Relationship- is there a way to make it more proportional for all property owners?**
- **Discussed changing the tiered system and have Kara have a spreadsheet on the computer so we can see it in the immediate recalculation as we adjust the dollar amount and the profit loss.**

b. USG Televising Project:

-Open discussion about the report and the number of projects that are in need of major repair. Looking for a professional priority list on the findings to help SWA plan for the budgets in the coming years.

c. Storm Basin Completion Schedule:

- Did not get an update yet.

IX. Old Business:

a. MOU discussion:

February Meeting - Blain opened conversation on paragraphs 3,4 and 5 on pages 2 and 3. - Joe opened with how things are currently being done and offered conversation on new ideas. (On April 15th Robin will update Borough counsel at the caucus meeting)

-The SWA, Solicitor and Borough Manager held an 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.

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- X. New Business:
- a. Education:
*Approved minutes from the February 2024 Stormwater Authority meetings to be posted.
-Robin updated and sent the appropriate people.
 - b. Public Works report:
-Joe is going to continue to update the spreadsheet and provide information to SWA at monthly meetings.
-Attended trainings last month on Basin maintenance. Mark(MS4) and Amber went to the training.
-Talked about the request for the street sweeper – Also brought up the possibility of being able to have a company use their 10 clock hours on the streets of Penbrook.
- XI. Public Comments:
- **None present**
- XII. Next Meeting: Wednesday, April 17, 2024 @ 6:30 pm – Community Building
- XIII. Adjourn:
Motion made by: Shaw 2nd by: Dry Vote passed: **YES 4/0**

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