

The Penbrook Borough Authority

MINUTES: WEDNESDAY, May 15, 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: **Ms. Eva is present tonight**

IV. Secretary's Report: **Written by Glynis Smith**

a. Minutes from the April 15, 2024 meeting for approval:

Motion made by: __Shaw__ 2nd by: _Dry_____ Vote passed: YES 5/0

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

a. Stormwater Management balance, check detail, & profit and loss reports for April 2024:

Motion made by: _____Smith_____ 2nd by: _Stokes_____ Vote passed: YES 5/0

VI. Manager's Report: **Presented by Joe Hogarth**

a. Authority email activity: **Presented under X. New Business**

b. Stormwater time report: **Presented under X. New Business**

c. Other reports/comments: **Presented under X. New Business**

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

a. Update on unpaid storm water fees and liens:

The collections are continuing. There are currently 544 unpaid separate delinquent fees. There is a better response to the CGA law efforts.

b. Other reports/comments:

SWA members all agree to proceed with a letter for the problematic properties.

VIII. Engineer's Report:

a. ERU Calculations:

A spreadsheet was sent out for the SWA members to be able to manipulate using different rates.

b. Storm Basin Completion Schedule: **Ground water was hit at 9' or 12', this means an additional amount of money needs to be approved.**

Motion made to approve up to \$3000.00 for the change order on the basin as explained in the report by Retew

Made by: __Shaw__ 2nd by: __Dry__ VOTE PASSED: yes 5/0

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penbrookauthority@outlook.com
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- c. USG Televising Proposal: And the Retew Proposal
- d. Engineer's estimate for professional services for 25th and Ludwig Storm Sewer:
 - Under the building pipe repair
 - 2 estimates on televising pipes
 - Get one more quote not to exceed the below mentioned amount.

Motion to proceed with clean – out and televising of the storm pipe at the 25th and Ludwig Streets,

Not to exceed \$14,400.00 Made by ___Bargo__ 2nd by: ___Shaw___ VOTE passed: YES 5/0

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.

-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.

-Robin will update borough counsel at caucus meeting on 4-15-24

4-17-24

NEW UPDATE DURING: JUNE OR JULY

-All members talked that the MOU should be rewritten, and that Beth and Joe will work on the project targeting July for this project for review.

Motion to authorize the Solicitor to act as Scribner to update the sections of the MOU with the Borough Manager made by ___Stokes___ 2nd by ___Dry___ vote passed: yes 5/0

- b. Budget: Discuss draft budget -

- Open discussion for moving dollar amounts as needed for each line items.

- as discussion found room for adjustments, Joe made corrections/updates of some line items to meet with approval by SWA.

Motion to adopt the current proposed budget for 2024-2025 budget year.

Made by: ___DRY___ 2nd by:___ Bargo VOTE PASSED: YES 5/0

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- X. New Business:
- a. Education:
- *Approved minutes from the April 2024 Stormwater Authority meetings to be posted.
 - ***Little Valley Summer Program Report – July 3rd update as available for next meeting**
 - **T – shirt discussed for SWA day with Little Valley Summer Parks Program(education event)**
 - Fall fest September 28th**
 - National Night out 1st Tuesday of August 8-6-24**
- b. Public Works report:
- discussed the grate on Market St**
 - sent time reports**
- XI. Public Comments:
- **Ms. Eva was asked to create some questions for our senior community.**
- XII. Next Meeting: Wednesday, June 18, 2024 @ 6:30 pm – Community Building
- XIII. Adjourn:
- Motion made by: Shaw 2nd by: Stokes Vote passed: **YES 5/0**

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