

**Penbrook Borough
Caucus Meeting
Minutes
August 19, 2024
6:30 PM**

1. Call to order and roll call: President Deardorff called the public meeting to order at 6:26 pm. All elected officials were present with the exception of Moore. Hogarth and Kern were also in attendance
2. Citizen Comments on Agenda Items – N/A
3. Discussion and Action Items
 - A. Mark Romeo on behalf of the applicant for 650 S 28th presented the revised plan to Council. The Planning Commission and the Engineer reviewed. The engineer provided his written recommendations. Romeo stated he wanted to install the utilities prior to filing the plan thereby eliminating the need, in his opinion, for the security bond. Stokes, as chair of the planning commission, asked about waiving the need for recreation space as required by the SALDO. Kern said there were no exceptions listed so a waiver would be necessary. There's a concern about the sidewalk issue along Ella. Kern recommended getting Rettew's opinion especially if the right-of-way would not allow for the regulated width. Romeo asked Council to vote now for a conditional approval. Kern advised against that and suggested Council allow Rettew to review the plans, the handwritten notes on the plan and get agreements in place so that everyone was clear on future responsibilities before approving. No action taken at this time.
 - B. Kern provided the second addendum draft received from Harrisburg concerning the ICA for solid waste and recycling removal. She noted that changes made by the City were only "stylistic" and not substantive and recommended Council consider action at the September meeting.
 - C. Hogarth commented that Portnoff was asking for a copy of the tax bill that is sent by the County to residents. They are still examining the legality of collecting all that's collected. Shaw asked about PLA collecting other delinquent taxes as well. Kern said because of the specific Act PLA uses to collect, they are limited to taxes and fees that are tied to real property and not personal taxes. Shaw had a conversation with a Lower Paxton Twp employee about other than property taxes that PLA was collecting for them. Hogarth said he would reach out to their finance director for information.
 - D. The Solicitor provided a draft for fees and information for the newly passed ordinance involving the keeping of chickens. It was suggested that the application fee be \$50.00 and then \$10.00 annually for renewal. Codes should be required to inspect prior to issuing the permit and inspect prior to renewal.
 - E. Hogarth briefed Council on the storm clean-up efforts and expenses from the tornado on 8/9.

- F. A draft agreement for the municipal partners in relationship with CRW for sanitary sewer conveyance and treatment was provided to Council. Kern asked that Council consider signing the agreement which allows representation by special counsel to all municipal partners regarding the rate dispute with CRW. Action to be on September 3.
 - G. Penbrook Revitalization is asking for an updated Resolution in accordance with the agreement between the PRI and the Borough. The last Resolution was done in 2019. Hogarth advised Council that he has not seen an agreement and cannot locate one. Council asked Hogarth to follow up with PRI to see if they have a copy of the agreement.
 - H. Councilwoman Dry provided Council with samples of new Christmas Holiday decorations that would hang on the light poles along Walnut St. She said the wreathes currently being used are in bad shape. The new decorations, depending on what is chosen, could be as much as \$10,000.00. Council agreed to discuss at an upcoming budget meeting.
 - I. Councilman Stokes wanted to discuss the prioritization of LSA Grant Applicants co-sponsored by the Borough. Hogarth said that after last meeting's action to co-sponsor the clinic, the clinic declined stating they had received sponsorship from another municipality. The remaining applicants are the Borough's own application for the Community Park Master Plan, JT Dorsey's application and CW Fishfry's application. Stokes suggested the priority be in that order. All of Council agreed.
- 4. Citizen Comments – N/A
 - 5. Council Comments
 - a. Stokes said that during a recent conversation with Liquor Control officials it was learned that Penbrook is allowed to have beer distributors.
 - 6. The meeting was adjourned at 8:18pm

Respectfully submitted,

Joseph Hogarth
Borough Secretary