

The Penbrook Borough Authority

MINUTES: WEDNESDAY, September 18, 2024 6:30 PM

I. Welcome /Call to Order/Attendance

Hogarth _____, Shaw _____, Smith ___X___, Bargo_X___, Stokes_X___, Dry____, Kern_X___

II. Pledge of Allegiance & Moment of Silence – **OBSERVED**

III. Secretary's Report:

a. Minutes from the August 21, 2024 meeting for approval:

Motion made by: ___Bargo_____ 2nd by: ___Dry___ Vote passed: YES 4/0

IV. Treasurer's Report:

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

Motion made by: ___Dry___ 2nd by: ___Stokes___ Vote passed: YES 4/0

V. Manager's Report: - **not present**

VI. Solicitor's Report/Comments:

a. Update on unpaid storm water fees and liens:

- **Continuing to make positive progress on getting more delinquent fees pad up to date.**
- **providing reminders of additional delinquent fees.**

b. Other reports/comments:

- Talked about how Dauphin County has created e-filing ability**
- **CGA has chosen to continue Hard copy to save on costs to SWA for filing fees.**

VII. Engineer's Report: - **None this month**

VIII. Old Business:

a. MOU Draft

Items for discussion submitted by N. Shaw:

I would like the MOU to have a defined schedule for communication for certain items between the Borough and SWA. **SWA – Reviewed the concerns shared by Nate Shaw**

1. On an annual basis. (Most likely January of each year)

1. The Borough provides a report to the SWA of the staff hourly rate per employee and manager salary.

1. The manager salary percentage of 3% on the MOU should have more detail. Percentage of what? I am concerned with this method because if the Borough makes a major change to the manager salary and the SWA is unaware of the change.

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SWA will have to pay the 3% of the major change per the MOU. Maybe the MOU needs to have a method to inform SWA before the change goes into effect with a 60 or 90 notice.

2. Schedule a time to discuss and review other agreements the SWA may have with the Borough. An example would be vehicle service and maintenance costs.
- **SWA will table until October for further review.**
3. Should the MOU state the ownership of the storm water infrastructure?

-This point is included in the bi – laws of the SWA

- b. ERU Calculations

Tabled until future meeting.

- c. 25th and Ludwig Streets Storm Pipe – **Mark sent the following update**
Waiting on USG to televise and clean line/determine condition.

Per Mike Paladino from USG. We are down 3 flush trucks right now due to engine warranties and recalls. That has our schedule pushed pretty good right now. Once we start getting them back we are scheduling in the order we got the work.

IX. New Business:

- a. Education:

*Approved minutes from the August 2024 Stormwater Authority meetings to be posted.

*Penbrook Fall fest. **Ben is getting a rain barrel to place at the SWA table.**

-Robin sent Minutes to Rick L. and Becky

Motion to ratify the decision to participate at a cost of \$45.00 to CRCOG

Made by: __STOKES__ 2nd: by __BARGO__ Vote passed: YES 4/0

- c. Public Works Report – **Mark had nothing other than the USG information**

X. Public Comments: **None present**

XI. Next Meeting: Wednesday, October 16, 2024 @ 6:30 pm – Community Building

XII. Adjourn:

Motion made by: __**DRY**__ 2nd by: __**SMITH**__ Vote passed: **YES 4/0**

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