

Penbrook Borough Council Meeting Minutes
December 2, 2024

1. Call to order
 - A. On December 2, 2024 President Deardorff called the Borough Council to order at 6:30 pm followed by a salute to the flag and a moment of silence.
 - B. Roll call was performed. All were present except for the Mayor. Solicitor Kern and Manager Hogarth were in attendance as well.
2. Citizen comments on agenda items: N/A
3. Consent Agenda: Armbruster made a motion to approve all items and Burdine seconded. There was no further discussion. Passed unanimously. Items listed were November 4 minutes, November 12 budget minutes, November 18 minutes, November 2024 Treasurer's report, Approval of bills to be paid.
4. Reports
 - A. Hogarth provided Council with the November 2024 Police report.
 - B. Manager: reported on Cadet Yanich's graduation from the police academy on December 21st and the CRW rate and municipal partner issues.
 - C. Solicitor: The proposed ordinance on tonight's agenda has been properly advertised and can be acted upon.
 - D. STEMS – N/A.
 - E. Fire Chief – N/A
 - F. Committees
 - i. Codes – Burdine reviewed the monthly codes activity report.
 - ii. Public Safety – N/A

iii. Parks and Property – The December committee meeting will be cancelled.

iv. Public Works – Shaw reviewed the monthly activities performed by the public works staff.

v. Personnel – No report

vi. Community and Government – To be discussed under New Business.

vii. Budget – Armbruster advised there are several action items on tonight's agenda but is pleased to report no proposed tax increase.

viii. Authority – Dry reported on several issues including delinquent tax collection will continue with CGA Law, and the Authority continues to work on the draft MOU.

ix. Planning Commission – The December Commission meeting will be cancelled.

5. New Business

A. A motion is needed to adopt the proposed 2025 Budget. Armbruster made a motion to accept and Newcomer seconded. No further discussion. Carried unanimously.

B. A motion is needed to approve Resolution 2024-16 maintaining the current Property Tax/Fire Protection Tax for 2025. Armbruster made a motion to approve and Dry seconded. The motion passed unanimously.

C. A motion is needed to approve Resolution 2024-17 maintaining the current residential and commercial sewer fee rates for 2025. Armbruster made a motion to approve the Resolution and Newcomer seconded. The motion passed unanimously.

D. If necessary, a motion to approve Resolution 2024-18 setting the 2025 fee for municipal solid waste and recycling collection at \$310.00.

Newcomer made a motion to approve. Stokes seconded. Carried unanimously.

E. A motion is needed to approve Resolution 2024-19 setting the Police Pension employee contribution for 2025 at 1.5%. Stokes made a motion to approve and Armbruster seconded. Carried unanimously.

F. A motion is needed to approve Ordinance 2024-4 Amending Chapter 254 of the Code of the Borough of Penbrook, Vehicles and Traffic, Prohibited Parking At All Times, Schedule XIV, Herr Street south from 28th to a point 237 feet west. Burdine motioned to approve and Newcomer seconded. Carried unanimously.

G. A motion is needed directing the Manager to purchase a Spaulding three-ton asphalt hotbox from Lowes Sales and Service (Costars) for \$57,550.00. Shaw motioned to approve and Dry seconded. Carried unanimously.

H. A discussion and if necessary, action on the holiday event schedule proposed by Moore. Moore described the Breakfast with Santa event to be held on Dec 7. The event will be limited to 50 people and catered food provided. Moore is asking for less than \$500 for the food.

Shaw expressed concern for the signup app and suggested that the borough consider having their own account to have more control over what's done with personal information.

Dry asked, regarding the year-long calendar of events that Moore sent out, how those events were decided upon. Moore said she spoke with community members and elected officials at past events like the senior expo she attended. Deardorff suggested deciding on the upcoming events proposed but wanted to discuss the other events at the next Caucus meeting. Armbruster made a motion to approve the Dec 7 event not to exceed \$600.00 in expenses. Moore seconded. The motion carried unanimously.

6. Citizen Comments

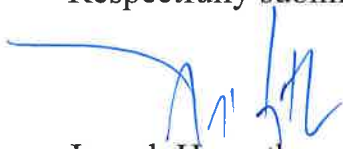
- A. Pastor Halliday representing the Penbrook Church of God said they have partnered with a clothing ministry and will pass along information as things develop.
- B. Steve Garisto 2531 Boas made several comments about the newsletter contents, dark areas because of streetlight outages and election day.

7. Council comments

- A. Newcomer thanked Armbruster for the many years of service in publishing the Borough's newsletter.

8. Shaw made a motion to adjourn the meeting at 7:26 pm. Armbruster seconded. Carried unanimously.

Respectfully submitted and attested,



Joseph Hogarth
Borough Manager and Municipal Secretary