

**MINUTES**  
**BROOKVILLE BOROUGH COUNCIL MEETING**  
**Tuesday, January 2, 2024 @ 7:00 P.M.**

The Brookville Borough Council met in the large conference room on Tuesday, January 2, 2024 at 7:00 P.M. with the following in attendance:

**COUNCIL MEMBERS**

Mayor Richard Beck  
Karen Allgeier  
Randy Bartley  
Rick Park  
David Taylor  
Lucy Ames  
Sarah Gallagher

**STAFF**

Manager Dana Rooney  
Police Chief Vince Markle  
Public Works Director -  
Jonathan Rhoades  
Code Enforcement Officer -  
Vince Markle  
Recorder Christine Gunning  
Solicitor Jim Dennison

**VISITOR/MEDIA**

Justin Felgar  
Joy Norwood  
Arthur McKinley  
Bob Lewis

**CALL TO ORDER – Reorganizational Meeting:**

Mayor Richard Beck called the meeting to order at 7:00 P.M., and led the group in the Pledge of Allegiance to the American Flag.

**ELECTION OF OFFICERS:**

- A. **President** – Member Karen Allgeier nominated Member Phil Hynes as President of Brookville Borough Council, and made a motion for nominations to be closed. Mayor Richard Beck asked all Council Members in favor of this motion to say ‘aye’. All Members unanimously approved the nomination of Phil Hynes as President of Brookville Borough Council with a vote of 6-0.
- B. **Vice-President** – Member Randy Bartley nominated Member Karen Allgeier as Vice-President of Brookville Borough Council. Member David Taylor made a motion for nominations to be closed, and a unanimous vote to be cast. All Members unanimously approved the nomination of Karen Allgeier as Vice-President of Brookville Borough Council with a vote of 6-0.
- C. **Second Vice-President** – Member David Taylor nominated Member Randy Bartley as Second Vice-President of Brookville Borough Council. Member Sarah Gallagher made a motion to close the nominations. Vice-President Karen Allgeier asked all Council Members in favor of this motion to say ‘aye’. All Members unanimously approved the nomination of Randy Bartley as Second Vice-President of Brookville Borough Council with a vote of 6-0.

**CALL FOR ADJOURNMENT – Reorganizational Meeting:**

Member David Taylor made a motion to adjourn the reorganizational meeting at 7:06 P.M.; seconded by Member Lucy Ames. Motion carried 6-0.

**CALL TO ORDER – Regular Meeting:**

Vice-President Karen Allgeier called to order the regular meeting of Brookville Borough Council at 7:06 P.M.

**CORRECTIONS/APPROVAL OF MINUTES:**

Member Sarah Gallagher moved to approve the minutes of the December 19<sup>th</sup> meeting as submitted; seconded by Member Lucy Ames. Motion carried 6-0.

**FINANCIAL REPORTS:**

- A. Approval of Expenditures** – Member David Taylor moved to approve the accounts payables dated December 29<sup>th</sup> and January 2<sup>nd</sup> as submitted; seconded by Member Lucy Ames. Motion carried 6-0.

**PUBLIC COMMENT:**

- A. Arthur McKinley – Donating Trees to Brookville** – Mr. Arthur McKinley wished everyone a Happy New Year, congratulated Rick Park for getting on Council, and stated it has been said the best time to plant a tree is yesterday. Mr. McKinley stated he wants to donate trees to the town to be planted at no expense to the tax payers, on public riverfront parkland. Mr. McKinley stated he proposes to donate and have volunteers plant fifteen to twenty trees on publicly owned parkland this coming spring. Mr. McKinley stated one area of interest to him is the southside of the Redbank Creek, along Creek Alley, between the White Street bridge and the Pickering Street bridge, which is zoned parkland. Mr. McKinley stated as they grow, they will make a big difference to the town. Mr. McKinley stated he hopes Council will accept this offer. Mr. McKinley stated he wants to work together with the Borough to help improve our community and quality of life. Vice-President Karen Allgeier thanked Mr. McKinley, and stated she will forward his information to President Phil Hynes, and he will decide how we will move forward.

**REPORTS:****Chief of Police**

- A. Statistics** - Police Chief Vince Markle stated in December the Brookville Police Department had 174 calls for service, wrote 124 citations, 102 warnings, and 10 parking tickets. Police Chief Markle stated there were 2 misdemeanors, 1 felony, and 2 drug arrests.
- B. Officer of the Month** – Police Chief Markle stated Officer Bryce Rafferty was Officer of the Month.
- C. Activities** – Police Chief Markle stated some officers will attend some mandatory training this month.

**Fire Chief** – Fire Chief Michael Allgeier submitted his written report (attached).

**Public Works** – Public Works Director Jonathan Rhoades stated they have been doing maintenance in the garage, and getting all the equipment ready for spring. Mr. Rhoades stated all the trucks got undercoated, and they already have the leaf pickers ready to go

for this fall. Mr. Rhoades stated the gas company should be finished with that project on Barnett Street by the end of this month. Mr. Rhoades stated their projects for this year will be to replace the main on Walnut Street and Butler Street, and that will not start until June.

**Code Enforcement** – Code Enforcement Officer Vince Markle stated we have a contempt hearing on Friday, January 26<sup>th</sup> at 9:00 A.M. in courtroom number 310. Code Enforcement Officer Markle stated we had a junk vehicle on Pickering Street last month.

**Zoning Officer** – No Report

**Solicitor**

- A. **Fire Tax Credit** – Solicitor Jim Dennison stated he has not heard anything from anybody regarding the Fire Tax Credit. After some discussion, Member David Taylor made a motion to advertise the Fire Tax Credit; seconded by Member Lucy Ames. Motion carried 6-0.
- B. **Games of Skill Ordinance** – Solicitor Jim Dennison stated he is researching Games of Skill Ordinances. After some discussion, Second Vice-President Randy Bartley made a motion for Solicitor Jim Dennison to develop a Games of Skill Ordinance; seconded by Member Sarah Gallagher. Motion carried 6-0.

**Borough Manager**

- A. **Resolution 602-24 – Jefferson County Tax Collection Committee (JCTCC) Voting Delegates** – Manager Dana Rooney stated Resolution 602-24 is for our Jefferson County Tax Collection Committee Voting Delegates for the 2024 year. Manager Rooney stated she is the primary delegate, the first alternate is Bonnie Parrett, and the second alternate is Kerry Swineford. Member David Taylor made a motion to approve Resolution 602-24 for the JCTCC Voting Delegates; seconded by Member Lucy Ames. Motion carried 6-0.
- B. **Resolution 603-24 – Jefferson County Tax Collection Committee (JCTCC) Operating Budget** – Manager Dana Rooney stated we have Resolution 603-24 for the JCTCC Operating Budget which is thirty-five hundred dollars, with our share being one hundred sixty-five dollars and nine cents. Second Vice-President Randy Bartley made a motion to approve Resolution 603-24 for the JCTCC Operating Budget; seconded by Member Lucy Ames. Motion carried 6-0.
- C. **New Bank Signature Cards** – Manager Dana Rooney stated we do not need to have new bank signature cards since our electors stayed the same for President, Vice-President, and Second Vice-President.
- D. **Resolution 605-24 – Appointing an Auditor for 2023** – Manager Dana Rooney stated next, we have Resolution 605-24 for appointing an auditor for 2023. Manager Rooney stated in the past, we have always used Troxell and Associates out of DuBois, Pennsylvania. Member David Taylor made a motion to approve Resolution 605-24, approving Troxell and Associates as

our auditors for the 2023 books; seconded by Member Lucy Ames. Motion carried 6-0.

- E. **Personal Contract – Manager Dana Rooney** – Manager Rooney stated she met with the Personnel Committee to discuss her personal contract. Manager Rooney stated Member Lucy Ames was the chairman of the 2023 Personnel Committee. Mrs. Ames stated the 2023 Personnel Committee met with Manager Rooney and Members of the Brookville Municipal Authority as well, and they only made two revisions regarding her contract. Mrs. Ames stated one was a salary of seventy-five thousand dollars, and the other was one additional week of vacation, making it twenty-five days total. Member David Taylor made a motion to approve Manager Rooney’s personal contract; seconded by Member Sarah Gallagher. Motion carried 6-0.
- F. **Boards and Commissions – Members/Terms (including Brookville Municipal Authority (BMA))**

1. **Brookville Municipal Authority** – Manager Dana Rooney stated Darren Hack’s five-year term is up, and the Municipal Authority Board has made the recommendation to Council to reappoint Darren Hack for a five-year term. Second Vice-President Randy Bartley made a motion to reappoint Darren Hack for a five-year term on the Brookville Municipal Authority Board; seconded by Member David Taylor. Motion carried 6-0.
2. **Police Civil Service Commission** – Manager Rooney stated next is the Police Civil Service Commission. Manager Rooney stated Judi Anthony’s six-year term is up. Member Lucy Ames made a motion to reappoint Judi Anthony to a six-year term on the Police Civil Service Commission; seconded by Member Sarah Gallagher. Motion carried 6-0.
3. **Council Vacancy Board** – Manager Rooney stated the Council Vacancy Board is a single position board, and Judi Anthony has held that position for years. Manager Rooney stated it is a one-year term, and Judi Anthony is interested in being reappointed for another year’s term. Second Vice-President Randy Bartley made a motion to reappoint Judi Anthony to another one-year term on the Council Vacancy Board; seconded by Member David Taylor. Motion carried 6-0.
4. **Library Board Representative** – Manager Rooney stated Seth Kerr’s three-year term as Library Board Representative is up. Member Sarah Gallagher made a motion to reappoint Seth Kerr as Library Board Representative for a three-year term; seconded by Member Lucy Ames. Motion carried 6-0.
5. **Emergency Management Director** – Manager Rooney stated Lance Carrier has submitted a letter, and shown an interest in being our Emergency Management Director. Member David Taylor made a motion to appoint Lance Carrier as Emergency Management Director for Brookville Borough; seconded by Member Lucy Ames. Motion carried 6-0.
6. **Planning Commission** – Manager Dana Rooney stated two seats are open on the Planning Commission. Manager Rooney stated Rick Park was on the Planning Commission, and we cannot have two Council Members on

the Planning Commission at the same time. Manager Rooney stated his term was up anyway. Manager Rooney stated Dr. Ed Richards chose not to renew his term. Manager Rooney read letters from three people interested in serving on the Planning Commission; Gene Hoak, Heather Castellan, and Christine Hoffman. After some discussion, Vice-President Karen Allgeier stated Council will fill out ballots. Mrs. Allgeier said Christine Hoffman's name was on six ballots, Gene Hoak's name was on four ballots, and Heather Castellan's name was on 2 ballots. Member David Taylor made a motion to accept the ballots as presented; seconded by Member Lucy Ames. Motion carried 6-0. Mrs. Allgeier stated Christine Hoffman and Gene Hoak are on the Planning Commission.

- G. Parkwalk Concept** – Manager Dana Rooney stated she is not looking for action tonight on the parkwalk concept. Manager Rooney stated she just wanted to put in front of Council that our engineers have given you a proposed parkwalk, which is around Memorial Park. Manager Rooney asked Council Members to look over that information.
- H. Repository Sale Bid** – Manager Dana Rooney stated we received a repository sale bid for 908 Sandy Way from Miller Welding in the amount of one hundred dollars. Second Vice-President Randy Bartley made a motion to accept the repository sale bid for 908 Sandy Way from Miller Welding in the amount of one hundred dollars; seconded by Member Lucy Ames. Motion carried 6-0.
- I. Handicap Spots on Main Street** – Manager Dana Rooney stated in your packet, you have a map of handicap spots. Manager Rooney stated at a previous Council meeting we talked about handicap spots, and we did go forward with removing the meters on Main Street for handicap spots, and making them signs, so on Main Street there is no paying for handicap parking. Manager Rooney stated it was brought to our attention that there is one other meter on Pickering Street in front of the Real Estate Company, and if you want that removed, she would like a motion for that. Member Sarah Gallagher made a motion to remove the parking meter on Pickering Street in front of the Real Estate Company as presented; seconded by Member David Taylor. Motion carried 6-0. Manager Rooney stated we also discussed the possibility of adding more handicap spots. Vice-President Randy Bartley made a motion to table the topic of adding more handicap parking spots until the first meeting in February; seconded by Member Sarah Gallagher. Motion carried 6-0.
- J. Two New Address Requests**

  - 1. 2 Rose Siding Road** - Manager Dana Rooney stated we have a new address request of 2 Rose Siding Road. Manager Rooney stated this is at the very top of Rose Siding Road where it meets South Main Street, and it is technically for the shed that is sitting there. After some discussion, Member David Taylor made a motion to approve the new address request for 2 Rose Siding Road as presented; seconded by Member Lucy Ames. Motion carried 6-0.

2. **230 Allegheny Boulevard., Suite A** – Manager Dana Rooney stated the second new address request is for 230 Allegheny Boulevard, Suite A. Manager Rooney stated this is up at the former Legacy Trucking. Manager Rooney stated a temporary construction trailer is going in, and they need an address. Member David Taylor made a motion to approve the new address request of 230 Allegheny Boulevard, Suite A as presented; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.
- K. **Budget Transfers** – Manager Dana Rooney stated she has some 2024 General Fund budget adjustments. Manager Rooney stated she would like to move \$7,465.00 from line item 01-409-373 to line item 01-430-112. Member Sarah Gallagher made a motion to approve moving \$7,465.00 from line item 01-409-373 to line item 01-430-112; seconded by Member Lucy Ames. Motion carried 6-0. Manager Rooney stated she would like to move \$400.00 from line item 01-409-373 to line item 01-430-110. Member Lucy Ames made a motion to approve moving \$400.00 from line item 01-409-373 to line item 01-430-110; seconded by Member Rick Park. Motion carried 6-0. Manager Rooney stated she would like to move \$425.00 from line item 01-409-373 to line item 01-430-192. Member David Taylor made a motion to approve moving \$425.00 from line item 01-409-373 to line item 01-430-192; seconded by Member Lucy Ames. Motion carried 6-0.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- A. **New Committees** – Vice-President Karen Allgeier stated President Phil Hynes will issue the list of new committees when he returns.
- B. **Public Works Contract 2024-2027** – Member Lucy Ames stated she is happy to say the Personnel Committee along with our attorney Rich Miller met on three occasions with AFSCME (American Federation of State, County, and Municipal Employees) Local 1460, and we reached an agreement in regards to the Public Works Contract for 2024 to 2027. Mrs. Ames stated the term of the contract is four years, the pay increases are as follows; in years one and two, there will be a sixty-cent increase. Mrs. Ames stated in years three and four, there will be a fifty-five-cent increase. Mrs. Ames stated there was no change to the insurance benefit. Member David Taylor made a motion to accept the Public Works Contract for 2024 to 2027 as presented; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.

**ELECTED OFFICIALS COMMENTS:**

- A. **Mayor Richard Beck** – Mayor Richard Beck stated he hopes everyone had a wonderful holiday, and thanked everyone that came to the meeting.
- B. **Member Sarah Gallagher** – Member Sarah Gallagher thanked everyone for coming to the meeting, and wished everyone a Happy New Year.

- C. **Member David Taylor** – Member David Taylor thanked the Personnel Committee for doing a great job with the labor negotiations. Mr. Taylor stated Manager Dana Rooney does a great job for us. Mr. Taylor welcomed Rick Park to Council, and stated Vice-President Karen Allgeier did a great job running the meeting.
- D. **Member Lucy Ames** – Member Lucy Ames wished everyone a Happy New Year, and welcomed Rick Park to Council.
- E. **Member Rick Park** – Member Rick Park thanked everybody for the warm welcome, and stated it is surely an honor to be here. Mr. Park stated he looks forward to working with everybody.
- F. **Second Vice-President Randy Bartley** – Second Vice-President Randy Bartley welcomed Rick Park. Mr. Bartley asked for the status on the yield to oncoming traffic signs for West Madison Avenue. After some discussion, Manager Rooney stated she and Public Works Director Jonathan Rhoades will talk to PennDOT.
- G. **Vice-President Karen Allgeier** – Vice-President Karen Allgeier stated she worked with Rick Park on Council years ago, and she looks forward to working with him again. Mrs. Allgeier wished everyone a Happy New Year, and asked the media if they had any questions.

**MEDIA COMMENTS/QUESTIONS/CLARIFICATION:**

- A. **Joy Norwood – Games of Chance Ordinance** – Reporter Joy Norwood if the Games of Chance Ordinance will only be on machines, and Solicitor Jim Dennison stated it would just be for the games of skill machines.

**CALL FOR ADJOURNMENT – Regular Meeting:**

Member David Taylor moved to adjourn; seconded by Member Lucy Ames. Motion carried 6-0 at 8:04 P.M.

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Borough Manager