

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, October 17, 2017 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, October 17, 2017 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

Phil Hynes
Bill Kutz
Karen Allgeier
Dave Ferringer
Clarinda R. Darr
Ken King
Brynn Afton

STAFF

Manager Dana D. Shick
Mayor Richard Beck
Public Works Director -
Dave Vallosio
Zoning and Health Officer -
Emerson Turnbull
Code Enforcement Officer -
Donald Jonischek
Recorder Christine Gunning
Solicitor Jim Dennison

VISITOR/MEDIA

Randy Bartley
Scott Shindledecker
Rose James
Dave Afton
Adam Terwilliger
Annoria Schreckengost

CALL TO ORDER:

Vice-President Phil Hynes called the meeting to order at 7:00 P.M. and led the group in the Pledge of Allegiance to the American Flag.

CORRECTIONS/APPROVAL OF MINUTES (October 3, 2017):

Member Dave Ferringer moved to approve the minutes of the October 3rd meeting as submitted; seconded by Member Karen Allgeier. Motion carried 6-0.

FINANCIAL REPORTS:

- A. Approval of Expenditures** – The current bills were presented for approval. Member Karen Allgeier moved to approve the bills as submitted; seconded by President Pro-Tem Bill Kutz. Motion carried 6-0. Vice-President Phil Hynes stated he wanted to make a note to council that the payment to him for \$235.18 was a reimbursement for the bollard down at the rail trail. Vice-President Phil Hynes stated that comes out of the grant money that we had, and will finish out the grant for the Depot Street Trail.
- B. Fund Level Financial Statements** – Vice-President Phil Hynes asked if there were any questions regarding the financial statements, and there were none.

PUBLIC COMMENT: None

REPORTS:

Director of Public Works – Public Works Director Dave Vallosio stated he and Police Chief Jason Brown inspected the Pine Street and Rose Street intersection regarding placement of the temporary stop sign. Public Works Director Dave Vallosio stated due to current structure and homeowner improvements, the stop sign cannot be placed correctly.

Public Works Director Dave Vallosio stated Police Chief Jason Brown is researching other traffic control options to deal with the issue, and will present these options in the near future. Public Works Director Dave Vallosio stated fall leaf pickup will begin October 30th. Public Works Director Dave Vallosio stated his crew is in the process of fine tuning the equipment. Public Works Director Dave Vallosio reported curbing was placed today on the Madison Avenue storm drain project which completes that project.

Zoning/Health Officer – Zoning Officer Emerson Turnbull read his written report.

Code Enforcement Officer – Code Enforcement Officer Donald Jonischek stated he sent six letters to repeat offenders. Code Enforcement Officer Donald Jonischek stated three have been resolved, and he is working on the other three.

Committee Reports –

A. Personnel Committee

1. **Executive Session** – Personnel Committee Chair Karen Allgeier requested an executive session for a personnel matter, and stated she does not know if there will be any action.

EXECUTIVE SESSION:

Brookville Borough Council entered an executive session at 7:05 P.M. to discuss a personnel matter with possible action. Executive session ended at 7:20 P.M. with the following action taken:

Member Karen Allgeier moved to proceed with the interviews for the position available within the police department; seconded by Member Clarinda R. Darr.

Motion carried 6-0.

Solicitor

- A. **Zoning Hearing Board Hearing** – Solicitor Jim Dennison stated Zoning Officer Emerson Turnbull just had an application for a Zoning Hearing Board hearing. Solicitor Jim Dennison stated he has a conflict of interest. Solicitor Jim Dennison stated Attorney Scott Allen might fill in for him. Solicitor Jim Dennison stated he will let council know when he gets more information regarding this.

Borough Manager

- A. **Resolution Number 534-17 – Police Pension Contributions** – Manager Dana D. Shick stated we have Resolution number 534-17. Manager Dana D. Shick stated every year we must reduce the police pension contribution. Manager Dana D. Shick stated this is the employee's contribution to the pension. Manager Dana D. Shick stated it resets every year if we do not enact this resolution, so it will be the same as in the past, one point oh three percent for the year 2018. Member Karen Allgeier moved approval of Resolution number 534-17 for the Police Pension Contributions as presented; seconded by Member Dave Ferring. Motion carried 6-0.

- B. Resolution Number 535-17 – Park Fee Schedule** – Manager Dana D. Shick stated we have Resolution number 535-17 for a proposed park fee schedule effective January 1, 2018. Manager Dana D. Shick stated currently Memorial Park is able to be reserved at no charge. Manager Dana D. Shick stated we are proposing a rental fee of twenty dollars and a deposit of twenty dollars across all of the parks for you to reserve that park. Manager Dana D. Shick stated the twenty dollar nonrefundable deposit will go into the cleanup of the parks. Manager Dana D. Shick stated the Finance Committee might look into the possibility of getting dumpsters, so people do not have to haul their garbage home from the park. Member Dave Ferringer asked Manager Dana D. Shick if a person can reserve the whole park. Manager Dana D. Shick stated we are looking more at the pavilion areas. Manager Dana D. Shick stated we will not let them reserve a playground. Member Karen Allgeier moved approval of Resolution number 535-17 for a park fee schedule as presented; seconded by Member Dave Ferringer. Motion carried 6-0.
- C. Resolution Number 536-17 – Per Diem, Mileage, and Conferences** – Manager Dana D. Shick stated next we have Resolution number 536-17 for per diem, mileage, and conferences. Manager Dana D. Shick stated this resolution is a proposal to reduce mileage reimbursements, the number of conferences elected officials can attend, and the per diem allowance. Manager Dana D. Shick stated this will be effective January 1, 2018. Manager Dana D. Shick stated currently we run on the IRS standard for mileage reimbursement which is point five three five cents, and this resolution is suggesting taking it down to point four cents. Manager Dana D. Shick stated every year, if you are not on the IRS standard, a resolution would have to be enacted or should be enacted to set the rate for per diem. Manager Dana D. Shick stated next on the list would be per diem. Manager Dana D. Shick stated currently we have no limit on meals when we travel on behalf of the borough. Manager Dana D. Shick stated this resolution would set dollar figures including ten dollars for breakfast, fifteen dollars for lunch, and thirty dollars for dinner. Manager Dana D. Shick stated it would also eliminate meal coverage reimbursement if you are within fifty miles of the borough. Manager Dana D. Shick stated third but not last is the number of conferences to attend each year. Manager Dana D. Shick stated we would like to limit it to two conferences or training sessions per year for elected officials. Manager Dana D. Shick stated elected officials can go to as many conferences or training sessions they want to if they pay for it themselves, but the borough is stating it will only pay or reimburse for two. After some discussion, Member Karen Allgeier moved approval of Resolution number 536-17 as submitted; seconded by Member Dave Ferringer. Motion carried 6-0.
- D. Holiday Collection Flyer** – Manager Dana D. Shick stated the Brookville Municipal Authority has approved the Christmas holiday collection and this year we are collecting for the Brookville Area Food Pantry. Manager Dana D. Shick stated the drop off location is here in the borough complex lobby. Manager Dana D. Shick stated donations will be accepted November 13th through December 11th.

- E. ACH Debit Blocker** – Manager Dana D. Shick stated at a conference she attended the increasing amount of fraud in today’s society was brought up, especially with ACH debit and automatic withdrawals. Manager Dana D. Shick stated banks offer a service to monitor your accounts to either not let checks be written on an account that should never have a check written on the account, or to never let automatic withdrawals or deposits occur without your approval. Manager Dana D. Shick stated S&T Bank offers this, and they call it ACH debit blocker. Manager Dana D. Shick stated the Brookville Municipal Authority is trying it on two of their accounts. Manager Dana D. Shick stated it costs ten dollars per month per account. After some discussion, President Pro-Tem Bill Kutz suggested waiting to see how it works with the Brookville Municipal Authority, and council members generally agreed.
- F. Electric Contracts** – Manager Dana D. Shick stated every couple of years we lock in an electric rate, and the market is very favorable right now. Manager Dana D. Shick stated our current rate runs through December of 2018. Manager Dana D. Shick stated APPI quoted .04699 cents with Talen for a three year contract. Manager Dana D. Shick stated IGS Energy quoted .0469 for a three year contract. Manager Dana D. Shick stated we are currently with MBNA. Member Dave Ferringer asked Manager Dana D. Shick what we are paying now, and Manager Dana D. Shick stated she believes it is .056. Manager Dana D. Shick recommended going with IGS at .0469 for a three year contract. After some discussion, Member Karen Allgeier moved to accept the IGS Energy quote of .0469 cents per kilowatt hour for a three year period effective January of 2019, with Manager Dana D. Shick as point of contact; seconded by Member Clarinda R. Darr. Motion carried 6-0.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

- A. Alternate Junior Council Member Brynn Afton** – Alternate Junior Council Member Brynn Afton introduced herself and stated she is filling in for Junior Council Member Dalynn Park who wrote her a nice little script. Alternate Junior Council Member Brynn Afton stated special thanks to the community. Alternate Junior Council Member Brynn Afton stated it is very nice that the organizations of the school have the ability to participate within the community. Alternate Junior Council Member Brynn Afton thanked council on behalf of the band for the opportunity to play in the Halloween parade. Alternate Junior Council Member Brynn Afton stated student council will be hosting the annual Powderpuff Football game on October 28th, and asked everyone to come and show their support. Alternate Junior Council Member Brynn Afton stated the musical is the 16th, 17th, and 18th. Alternate Junior Council Member Brynn Afton stated the football team has made it to the playoffs this season, and the playoff games will take place sometime in November.

- B. Mayor Richard Beck** – Mayor Richard Beck stated he is glad to see some people come who are interested in what is going on, and he hopes they come back.
- C. Member Ken King** – Member Ken King stated he echoes that sentiment, and that Vice-President Phil Hynes runs a fine meeting.
- D. Member Clarinda R. Darr** – Member Clarinda R. Darr thanked everyone for coming to the meeting tonight. Member Clarinda R. Darr stated the window painting contest is fantastic. Member Clarinda R. Darr stated Haunted Brookville is coming up on the weekend of the 27th and 28th. Member Clarinda R. Darr stated there will be a fund raising venture at Dirty Ehrma's from 3:00 P.M. to 9:00 P.M. on October 28th with tips going to the Rebecca M. Arthurs Memorial Library. Member Clarinda R. Darr stated she attended the conference at the Kalahari Resort with several other councilmen. Member Clarinda R. Darr stated she paid the cost for her to attend, the taxpayers did not. Member Clarinda R. Darr stated she learned a lot.
- E. Member Dave Ferringer** – Member Dave Ferringer stated the new business that is coming to old exit fourteen is being generous and going to donate to Brookville. Member Dave Ferringer stated Manager Dana D. Shick might know more about this. Member Dave Ferringer stated he hopes we can take this to the Finance Committee and use it to our best ability for the majority of the residents in Brookville. Manager Dana D. Shick stated from her understanding it does not come directly to us, but it is going to a grant set up to be administered through the Jefferson County Development Council. Manager Dana D. Shick stated we would be eligible to apply.
- F. Member Karen Allgeier** – Member Karen Allgeier stated the Comprehensive Plan meeting that was scheduled for tomorrow night at 6:30 P.M. for the county has been cancelled. Member Karen Allgeier stated they have not given us a new date or time for that. Member Karen Allgeier stated Haunted Brookville takes place on October 27th and 28th. Member Karen Allgeier stated Brookville Community Theatre is hosting a 'Walking Dead' style zombie costume contest at 5:00 P.M. on Saturday, and prizes will be given. Member Karen Allgeier stated she loves the windows downtown. Member Karen Allgeier thanked everyone who went to the conference. Member Karen Allgeier stated she has something she will be reviewing and bringing to council for everyone to go over in the very near future. Member Karen Allgeier stated it is something that she thinks will move Brookville forward. Member Karen Allgeier asked everyone to have a safe Halloween, and to look out for the kids on the street.
- G. President Pro-Tem Bill Kutz** – President Pro-Tem Bill Kutz stated Manager Dana D. Shick did a good job with the electric contracts, and Alternate Junior Council Member Brynn Afton did an excellent job, and that she had very good delivery and a nice report. Alternate Junior Council Member Brynn Afton stated Junior Council Member Dalynn Park wrote the report.
- H. Vice-President Phil Hynes** – Vice-President Phil Hynes stated he would like to announce the schedule for paving Depot Street from route 36 up to where it was previously paved is on October 30th and 31st, so the trail head might be

shut down during that period. Vice-President Phil Hynes stated he appreciates everyone coming out tonight and putting up with him filling in for President John Blazosky. Vice-President Phil Hynes asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION:

A. Randy Bartley

1. **Park Rentals** – Reporter Randy Bartley asked Manager Dana D. Shick if the price for parks is twenty dollars per pavilion and not for the facility, and Manager Dana D. Shick stated that is correct.
2. **Electric Contracts** – Reporter Randy Bartley asked Manager Dana D. Shick for the name of the electrical supplier. Manager Dana D. Shick stated it is IGS Energy. Manager Dana D. Shick stated they are a direct supplier, and IGS stands for Interstate Gas Supply.

B. Scott Shindledecker

1. **Electric Contracts** – Reporter Scott Shindledecker asked when the start date is for the electric contract. Manager Dana D. Shick stated January 1, 2019. Manager Dana D. Shick stated the current contract runs through December of 2018.

ADJOURNMENT:

Member Karen Allgeier moved to adjourn; seconded by President Pro Tem Bill Kutz. Motion carried 6-0 at 7:41 P.M.

Borough Manager