

**MINUTES**  
**BROOKVILLE BOROUGH COUNCIL MEETING**  
**Tuesday, December 4, 2018 @ 7:00 P.M.**

The Brookville Borough Council met in the large conference room on Tuesday, December 4, 2018 at 7:00 P.M. with the following in attendance:

**COUNCIL MEMBERS**

Phil Hynes  
Bill Kutz  
Karen Allgeier  
Rick Baughman  
Brynn Afton

**STAFF**

Manager Dana D. Schreckengost  
Police Chief Vince Markle  
Public Works Director -  
Dave Vallosio  
Zoning & Health Officer -  
Emerson Turnbull  
Code Enforcement Officer -  
Donald Jonischek  
Solicitor Jim Dennison  
Recorder – Christine Gunning

**VISITOR/MEDIA**

Ryan Pearsall  
Rose James  
Joy Norwood

**CALL TO ORDER:**

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 (November 20, 2018):**

President Pro-Tem Karen Allgeier moved to approve the minutes of the November 20<sup>th</sup> meeting as submitted; seconded by Vice-President Bill Kutz. Motion carried 4-0.

**FINANCIAL REPORTS:**

- A. Approval of Expenditures** – The current bills were presented for approval. President Pro-Tem Karen Allgeier moved to approve the bills as submitted; seconded by Vice-President Bill Kutz. Motion carried 4-0.
- B. Fund Level Financial Statements** – President Phil Hynes stated you have the fund level financial statements, and if you have any questions please direct them to us now.

**PUBLIC COMMENT:** None

**REPORTS:**

**Chief of Police**

- A. Statistics for November** – Police Chief Vince Markle stated in November the Brookville Police Department had 183 calls for service, 64 citations, 72 warnings, 126 parking tickets, 1 felony, 17 misdemeanors, 4 drug arrests, and 11 summaries.

- B. PoliceOne Academy Training** – Police Chief Vince Markle stated his Officers completed 187 classes on the new PoliceOne site.
- C. Tasers** – Police Chief Vince Markle reported they qualified the men last night with the new tasers, so they are in operation. Police Chief Vince Markle stated they received a \$250.00 check from Clarion ABATE to help out with the tasers. President Phil Hynes asked what happens to the old tasers. Police Chief Vince Markle stated they let their part-time people utilize them.
- D. Active Shooter Drill** – Police Chief Vince Markle stated they had an active shooter drill at the hospital a couple of weeks ago which went very well.

#### **Fire Company**

- A. Statistics for November** - Ryan Pearsall, Deputy Chief of the Brookville Volunteer Fire Company, reported in November they had 12 calls, 1 structure fire, 1 outside fire, 5 trees/lines down, 1 miscellaneous, 1 motor vehicle accident, 1 search detail, 1 Police Department assist, and 1 EMS assist.
- B. Ground Ladders** – Ryan Pearsall stated the ground ladders were tested and they all passed.
- C. Apparatus Decoration** – Ryan Pearsall thanked the members for decorating the apparatus for the parade and the firehouse.
- D. Siren** – Ryan Pearsall stated Centre Communication was attempting to figure out why the siren would randomly activate. Ryan Pearsall stated they have not been able to determine why. Ryan Pearsall reported the fire siren is back in service.
- E. Officers for 2019** – Ryan Pearsall stated the Officers for 2019 at the Brookville Volunteer Fire Company are; Chief Dave Miller, Deputy Chief himself, First Assistant Mike Allgeier, Second Assistant Denny Allgeier, Third Assistant Chris Henry, President Brad Hice, Vice-President Chris Trinidad, Treasurer Mike Wonderling, and Secretary Barb Haney.

**Director of Public Works** – Public Works Director Dave Vallosio stated when his crew is not plowing snow, they are picking up leaves. Public Works Director Dave Vallosio stated the schedule has been posted for shift work, and it will probably be implemented in the next snow event. Public Works Director Dave Vallosio reported all work orders are current.

**Zoning/Health Officer** – Zoning and Health Officer Emerson Turnbull read his written report (attached).

**Code Enforcement Officer** – Code Enforcement Officer Donald Jonischek reported two people were notified to abate violation of code. Code Enforcement Officer Donald Jonischek stated one was for the old Sunoco station on Main Street and the other was behind there where the subject has a bunch of vehicles. Code Enforcement Officer Donald Jonischek stated Giant Eagle was notified of trash in the back of their building, and a property on Sandy Way was also notified of trash. Code Enforcement Officer Donald Jonischek stated a building behind the old library is falling down and the owner was notified.

## **Committee Reports**

### **A. Finance Committee**

1. **2019 Budget Approval** – Finance Committee Chair Karen Allgeier stated the budget has been advertised and out for people to comment on. Finance Committee Chair Karen Allgeier made a motion coming from committee to approve the budget and allow Solicitor Jim Dennison to advertise the ordinance with the taxes, and there was no tax increase this year. President Phil Hynes asked if there was any further discussion on the budget, and there was none. President Phil Hynes asked all Council Members in favor of this motion coming from committee to say ‘aye’. Motion carried 4-0.

### **B. Personnel Committee**

1. **Contract for Manager Dana D. Schreckengost** – Finance Committee Chair Karen Allgeier stated also from finance we have finally agreed to a contract with Manager Dana D. Schreckengost for a new period. Finance Committee Chair Karen Allgeier stated she is in receipt of that document, and we at the Finance Committee have looked at it and approved it. Personnel Committee Chair Karen Allgeier stated the Personnel Committee has looked at it and approved it. President Pro-Tem Karen Allgeier moved to get Manager Dana D. Schreckengost to sign her new contract for a four year period beginning in January. President Phil Hynes stated that is coming from committee so we do not need a second. All Council Members have been forwarded a copy of the final contract for review prior to the meeting. Solicitor Jim Dennison stated it needs to be approved by the Brookville Municipal Authority too at their next meeting. President Phil Hynes asked all Council Members in favor of accepting the contract for Manager Dana D. Schreckengost from the Personnel Committee to say ‘aye’. Motion carried 4-0.
2. **Cleaning Position** – President Pro-Tem Karen Allgeier moved to allow Manager Dana D. Schreckengost to hire the part-time person we advertised for building cleaning, and prior to the hiring the Personnel Committee will review it; seconded by Member Rick Baughman. Motion carried 4-0.

### **C. Public Works Committee**

1. **Diamond Alley** – Public Works Committee Chairman Bill Kutz stated Diamond Alley is a brick street that goes between Goodwill and what used to be Radio Shack. Ryan Pearsall stated the Brookville Fire Company is requesting that Council make Diamond Alley a one-way street going up from Madison to Hunt. After some discussion, President Phil Hynes stated the Committee’s recommendation is to have a trial run period making Diamond Alley a one-way street going up from Madison to Hunt and asked all Council Members in favor to say ‘aye’. Motion carried 4-0.

## **Solicitor**

- A. **Rezoning Update** – Solicitor Jim Dennison stated we had that rezoning request to rezone the area around Pickering, Mabon, and Creek. Solicitor Jim

Dennison stated he would like to do it at the next meeting, but it has different advertising requirements than the Tax Ordinance so we will do it at the first meeting of the year.

### **Borough Manager**

- A. **Act 152 Support Letter** – Manager Dana D. Schreckengost stated some of the boroughs in the county are contemplating supporting the Act 152. Manager Dana D. Schreckengost stated this would allow at a county level for the recorder of deeds to charge an additional fee not to exceed fifteen dollars when they record each deed, and that money would be used through the entire county to demolish blighted properties. Member Rick Baughman stated he wonders how the money will be allocated. Zoning Officer Emerson Turnbull stated Brookville is not in as bad of shape, and he is afraid we would get short changed. Manager Dana D. Schreckengost stated she thinks it is up to the Commissioners to decide how to allocate the funds. Vice-President Bill Kutz stated fifteen bucks is just another tax on the people. President Phil Hynes asked Council if they wanted to vote on this tonight or consider it more. President Pro-Tem Karen Allgeier stated she would like to consider it more, and see how Venango County has enacted this. President Phil Hynes stated Council has a lot of questions about this, and tabled this topic until the first meeting in January.
- B. **Resolution 550-18 – Appointing an Auditor** – Manager Dana D. Schreckengost stated we have Resolution 550-18 to appoint an auditor for the 2018 financials. Manager Dana D. Schreckengost stated in the past and going forward it is suggested that we use Mauthe, Yutzey, Gabler, and Troxell out of DuBois. President Pro-Tem Karen Allgeier moved to approve Resolution 550-18 the appointing of an auditor for our 2018 accounts with the firm name in the resolution of Mauthe, Yutzey, Gabler, and Troxell of DuBois; seconded by Vice-President Bill Kutz. Motion carried 4-0.
- C. **First Meeting in January** – Manager Dana D. Schreckengost stated the first Brookville Borough Council meeting in January will be on Wednesday, January 2<sup>nd</sup> because of the holiday.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

### **ELECTED OFFICIAL COMMENTS:**

- A. **Junior Council Member Brynn Afton** – Junior Council Member Brynn Afton stated the winter sports are underway. Junior Council Member Brynn Afton stated the music department's holiday concerts are this week, and they also performed at Victorian Christmas.
- B. **Member Rick Baughman** – Member Rick Baughman stated in March the contract will be awarded for the Route 28 and 322 Project, and the Street Committee should keep up with that.

- C. **President Pro-Tem Karen Allgeier** – President Pro-Tem Karen Allgeier thanked Police Chief Vince Markle for helping her fill out PennDOT permits, and thanked his officers for shutting down Main Street really quick. President Pro-Tem Karen Allgeier thanked the Brookville Police Department for their help with Victorian Christmas, and stated it went very well this year. President Pro-Tem Karen Allgeier stated Light Up Night was fabulous, and wished everyone a Merry Christmas and Happy New Year.
- D. **Vice-President Bill Kutz** – Vice-President Bill Kutz stated he does not envy the job of picking up leaves that Public Works Director Dave Vallosio’s crew has, and stated Police Chief Vince Markle you got four more drug arrests, thumbs up. Vice-President Bill Kutz stated Zoning and Health Officer Emerson Turnbull put in a couple of months work this month. Vice-President Bill Kutz stated Code Enforcement Officer Donald Jonischek had three tough ones, and told Deputy Chief Ryan Pearsall he appreciates what you guys do.
- E. **President Phil Hynes** – President Phil Hynes stated he thinks everybody has been thanked, and he stated he appreciates that the town seems to be more in the Christmas spirit this year. President Phil Hynes asked the media if they had any questions.

**MEDIA COMMENTS/QUESTIONS/CLARIFICATION:** None

**ADJOURNMENT:**

President Pro-Tem Karen Allgeier moved to adjourn; seconded by Vice-President Bill Kutz. Motion carried 4-0 at 7:32 P.M.

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Borough Manager