

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, April 16, 2019 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, April 16, 2019 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

Richard Beck
Phil Hynes
Bill Kutz
Karen Allgeier
Dave Ferringier
Ken King
Richard Baughman
Randy Bartley

STAFF

Manager Dana D. Schreckengost
Solicitor Jim Dennison

VISITOR/MEDIA

Rose James
Joy Norwood
John Pozza
Arthur McKinley

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 (April 2, 2019):

President Pro-Tem Karen Allgeier moved to approve the minutes of the April 2nd meeting as submitted; seconded by Member Dave Ferringier. Motion carried 7-0.

FINANCIAL REPORTS:

- A. Review/Approve Accounts Payable** – 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 7-0.
- B. Fund Level Financial Statements Summary** – President Phil Hynes stated you have the fund level financial statements summary, and if there are any questions or comments, the appropriate people are here.

PUBLIC COMMENT:

- A. Arthur McKinley – Riverwalk** – Brookville resident Arthur McKinley stated he came here because he believes at the last meeting you had agreed to reach out to the Jefferson County Commissioners to see if they had funding available for the Borough engineer's professional services proposal which was the Brookville Riverwalk Concept Plan slash U.S. Army Corps of Engineers Coordination, so he wanted to get an update. President Phil Hynes stated it has been submitted and we are waiting to hear back from them.

REPORTS:

Committee Reports

A. Residential Maintenance Committee

1. **Keep Pennsylvania Beautiful – Main Street Property Owner Letter** – Residential Maintenance Committee Chairman Rick Baughman stated we are working on a project from the state called Keep Pennsylvania Beautiful. Residential Maintenance Committee Chairman Rick Baughman stated we are starting at a local level with a trash bag hand out this coming Friday, and through donations we are also going to plant flowers in containers along Main Street. Residential Maintenance Committee Chairman Rick Baughman stated they would like to send a letter to property owners on Main Street, and read the letter. Vice-President Bill Kutz asked if the Borough would have to pay for any of it. Residential Maintenance Committee Chairman Rick Baughman stated no. After some discussion, Member Randy Bartley moved to approve sending the letter as is regarding planters; seconded by Vice-President Bill Kutz. Motion carried 7-0.

Solicitor – No Report

Borough Manager

- A. **ARC Power Grant Letter of Support** – Manager Dana D. Schreckengost stated Brad Lashinsky reached out and is asking for a letter of support for an ARC Power Grant. Manager Dana D. Schreckengost stated this grant would provide opportunities for advancements in workforce training, automation, research, and development in entrepreneurship. Manager Dana D. Schreckengost stated this is a regional project encompassing seven counties including Clearfield, Cameron, Clarion, Elk, Jefferson, McKean, and Potter. Manager Dana D. Schreckengost stated the grant requires letters of support and he is asking that we send one. President Pro-Tem Karen Allgeier moved to approve sending a letter of support for the ARC Power Grant; seconded by Member Randy Bartley. Motion carried 7-0.
- B. **Local Government Capital Project Loan Letter** – Manager Dana D. Schreckengost stated we have the local government capital project loan letter. Manager Dana D. Schreckengost stated this is for that dump truck that we have been working on. Manager Dana D. Schreckengost stated this is for the loan through Governor Tom Wolf and it is at a two percent interest rate. Manager Dana D. Schreckengost stated before we receive all of the final documentation we at least need to sign the loan agreement that we agree to accept the loan and move forward with the purchase of the dump truck. President Pro-Tem Karen Allgeier moved to authorize President Phil Hynes to sign the local government capital project loan letter; seconded by Member Rick Baughman. Motion carried 7-0.
- C. **Executive Session - Personnel** – Manager Dana D. Schreckengost requested an executive session for personnel with possible action to follow.

EXECUTIVE SESSION:

Brookville Borough Council entered an executive session at 7:30 P.M. to discuss a personnel matter with possible action afterward. Executive session ended at 7:50 P.M. with the following action taken:

- A. Motion to Accept Police Secretary's Resignation** - President Pro-Tem Karen Allgeier moved to accept Police Secretary Jennifer Dolan's resignation with regret with her last day being May 3, 2019; seconded by Member Randy Bartley. Motion carried 7-0.
- B. Motion to Hire New Police Secretary** – President Pro-Tem Karen Allgeier stated the next item is to hire a new police secretary at the rate of fourteen dollars an hour with benefits. President Pro-Tem Karen Allgeier stated the position will be available as soon as Ms. Dolan announces she has resigned, and there will be a six month probation on the new secretary. President Pro-Tem Karen Allgeier stated at this time until she accepts the position we are unable to release any other information. President Pro-Tem Karen Allgeier made a motion to hire the new police secretary; seconded by Member Randy Bartley. Motion carried 7-0.
- C. Motion to Hire Part-time Police Officer** – President Pro-Tem Karen Allgeier stated her next police item would be the hiring of a part-time officer for the Police Department pursuant to Police Chief Vince Markle's request. President Pro-Tem Karen Allgeier stated she is submitting a motion to approve Dillon James Donahue to be hired as a part-time officer for the Brookville Police Department at the current rate provided for in the Union Contract; seconded by Member Randy Bartley. Motion carried 7-0.
- D. Motion to Hire Public Works Laborer** – President Pro-Tem Karen Allgeier stated additionally she would like to make a motion to hire a full-time laborer for the Public Works Department with benefits effective upon his acceptance of the position. President Pro-Tem Karen Allgeier stated once he accepts the position more information will be available, and he will be hired at the current non-uniform contract rate; seconded by Member Randy Bartley. Motion carried 7-0.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

MEDIA QUESTIONS/COMMENTS/CLARIFICATION:

- A. Joy Norwood - New Part-time Police Officer** – Reporter Joy Norwood asked if the new part-time police officer has been a police officer anywhere else. Police Chief Vince Markle stated Ridgway. Reporter Joy Norwood asked if he will still be part-time there. Police Chief Vince Markle stated yes.

ADJOURNMENT:

President Pro-Tem Karen Allgeier moved to adjourn; seconded by Vice-President Bill Kutz. Motion carried 7-0 at 7:57 P.M.

Borough Manager