

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Monday, January 6, 2020 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Monday, January 6, 2020 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

Richard Beck
Phil Hynes
Karen Allgeier
Bill Kutz
Rick Baughman
Ken King
Todd Gumphier
Randy Bartley
Donavan Hoffman

STAFF

Manager Dana D. Schreckengost
Police Chief Vince Markle
Fire Chief Chris Henry
Director of Public Works -
Dave Vallosio
Code Enforcement Officer -
Donald Jonischek
Recorder Christine Gunning
Solicitor Jim Dennison

VISITOR/MEDIA

Jayne Crissman
Joy Norwood
Aly Delp
Nick LaBelle
Bob Lewis
Sierra Barber
Lee Ann Swartz
Lisa Pozza

SWEARING IN OF NEW MEMBERS:

Mayor Richard Beck swore into office Members Phil Hynes, Randy Bartley, and Todd Gumphier.

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.

REORGANIZATION OF COUNCIL:

- A. Election of Council President** – Mayor Richard Beck entertained a motion for President of Council. Member Bill Kutz nominated Phil Hynes as President of Council. Mayor Richard Beck asked all Council Members in favor to say ‘aye’. All Members unanimously approved the nomination of Member Phil Hynes for President of Council with a vote of 7-0.
- B. Election of Council Vice-President** – Mayor Richard Beck asked for nominations for Council Vice-President. Member Bill Kutz nominated Member Karen Allgeier for Vice-President. Mayor Richard Beck asked all Council Members in favor to say ‘aye’. All Members unanimously approved the nomination of Member Karen Allgeier for Vice-President of Council with a vote of 7-0.
- C. Election of Council President Pro-Tem** – Mayor Richard Beck called for nominations for Council President Pro-Tem. Vice-President Karen Allgeier nominated Member Bill Kutz. Mayor Richard Beck asked all Council Members in favor to say ‘aye’. All Members unanimously approved the nomination of Member Bill Kutz for President Pro-Tem of Council with a vote of 7-0.

CALL FOR ADJOURNMENT - Reorganizational Meeting: Mayor Richard Beck called for a motion to adjourn. Vice-President Karen Allgeier moved to adjourn at 7:05 P.M.; seconded by Member Rick Baughman. Motion carried 7-0.

CALL TO ORDER - Regular Meeting: President Phil Hynes called to order the regular meeting at 7:05 P.M.

CORRECTIONS/APPROVAL OF MINUTES (December 17th, 2019):

Vice-President Karen Allgeier moved to approve the minutes of the December 17th meeting as submitted; seconded by Member Rick Baughman. Motion carried 7-0.

FINANCIAL REPORTS:

- A. Approval of Expenditures** - The current bills for 2019 and 2020 were presented for approval. Vice-President Karen Allgeier moved to approve the bills as submitted both page one and page two; seconded by Member Rick Baughman. Motion carried 7-0.
- B. Fund Level Financial Statements** – President Phil Hynes stated you have the Financial Statements Summary, and the appropriate people are here if there are questions.

PUBLIC COMMENT:

- A. Jayne Crissman – Stray Cat Central** – Jayne Crissman from Stray Cat Central stated they are a nonprofit cat rescue organization made up of Lisa Pozza, Lee Ann Swartz, and their President Sierra Barber. Jayne Crissman stated they are in the area trying to combat some of the stray cat population. Jayne Crissman stated on our flyer it says ‘trap, neuter, spay and release’. Jayne Crissman stated they have re-homed every cat that is on their flyer. Jayne Crissman stated they are foster based, so they get the kittens maybe from somebody’s wood pile, barn, or garage and they take them to the fosters. Jayne Crissman stated they do this on donations, and they have gotten donations from Dollar General, Family Dollar, and Petco. Jayne Crissman stated they need help in understanding what their chain of command is. Jayne Crissman stated they do not have the authority to just take the cats off the street, but they are knocking on doors and getting feedback from people. Jayne Crissman asked if they get calls about cats, what are they supposed to do? Jayne Crissman asked how would Council like them to handle it? Jayne Crissman stated they are not asking for money, and they are trying to do it all on donations. Jayne Crissman stated they are going to get with Code Enforcement Officer Donald Jonischek to work on a few houses with cats. After some discussion, Solicitor Jim Dennison stated some communities have programs where they spay the cats and put them back where they were. Jayne Crissman stated January 18th is their next clinic. Solicitor Jim Dennison stated your best bet is to go door to door, and let people with cats know what you do. Jayne Crissman stated if Code Enforcement Officer Donald Jonischek will work with her and go with her to some of those places, and Code Enforcement Officer Donald Jonischek stated he will. President Phil Hynes stated we know it is a problem, and if anyone on Council can come up with a creative solution we will contact

you. Jayne Crissman stated they have adopted out over fifty kittens and cats. President Phil Hynes stated we appreciate your efforts, and we will support you the best that we can and try to get the word out.

REPORTS:

Chief of Police

- A. Statistics for December** – Police Chief Vince Markle stated in the month of December the Brookville Police Department received 185 calls for service, had 41 assists, wrote 106 traffic citations, 141 warnings, and 16 parking tickets. Police Chief Vince Markle stated there were 17 misdemeanors, 14 summaries, and 12 DUI's 9 of which were drug.
- B. School Resource Officer (SRO) School** – Police Chief Vince Markle stated two officers completed SRO School a couple of months ago, and we actually have two officers at SRO School right now.
- C. Officers of the Year** – Police Chief Vince Markle stated the Officers of the Year are Officer Mickey Stormer and Officer Andrew Turnbull.
- D. Exercise Room** – Police Chief Vince Markle thanked Public Works Director Dave Vallosio and his crew for doing an outstanding job on their exercise room.

Fire Company – President Phil Hynes welcomed new Fire Chief Chris Henry. Fire Chief Chris Henry read his written report (attached). Fire Chief Chris Henry stated he submitted some alarm assignments for Council to review. Fire Chief Chris Henry stated there are no changes, just some additions. Fire Chief Chris Henry stated he formulated a tanker alarm assignment for the Borough. Fire Chief Chris Henry stated if we have a large fire we can try to get off the Municipal system and not drain that down and cause any customer issues. Member Randy Bartley asked what the status of their equipment is, and Fire Chief Chris Henry stated everything is operating as it should be right now. Manager Dana D. Schreckengost stated we need a motion to approve Fire Chief Chris Henry's recommendation to change the three box calls to add the tanker alarm assignment. Vice-President Karen Allgeier moved to approve Fire Chief Chris Henry's recommendation to change the three box calls to add the tanker alarm assignment; seconded by Member Rick Baughman. Motion carried 7-0.

Director of Public Works – Public Works Director Dave Vallosio stated as part of the Borough's winter road maintenance program, we started our shift work today. Public Works Director Dave Vallosio stated the shifts are from 4:00 A.M. to noon and from noon to 8:00 P.M. Public Works Director Dave Vallosio stated on the 4:00 P.M. to noon shift we have two operators and two laborers, and on the noon to 8:00 P.M. shift we have two operators. Public Works Director Dave Vallosio stated all work orders are current. Vice-President Karen Allgeier asked so there is no one on from eight o'clock at night until four in the morning? Public Works Director Dave Vallosio stated only if necessary. Public Works Director Dave Vallosio stated if we can carry them over until midnight, and then the other shift can come back in at midnight, that way they can get their eight hours off for sleep. President Phil Hynes stated he assumes the mild weather is helping our salt supply, and Public Works Director Dave Vallosio stated yes we are doing well.

Zoning/Health Officer – President Phil Hynes stated Zoning and Health Officer Emerson Turnbull is not here, but we have his written report (attached).

Code Enforcement Officer – Code Enforcement Officer Donald Jonischek stated on Pennsylvania Avenue there were reports of rats, and he met with Ehrlich pest control who set bait. Code Enforcement Officer Donald Jonischek stated he told the resident she needs to clean it up or they will clean it up for her. Code Enforcement Officer Donald Jonischek stated her neighbor caught four rats in his driveway in one day. Code Enforcement Officer Donald Jonischek stated Ehrlich went inside the house and found no sign of rats. Code Enforcement Officer Donald Jonischek stated they are doing some logging behind the Brookville Firemen’s Club, and he notified the Department of Environmental Protection (DEP) about branches and limbs that are in the creek – to get that cleaned up.

Committee Reports - No Reports

Solicitor – Solicitor Jim Dennison stated the Planning Commission is working on a zoning change request on Progress Street. Solicitor Jim Dennison stated Bev Air wants to put an addition or something on that building up there, and they need to change the zoning from Office Commercial (OC) to Light Industrial One (LI-1). Solicitor Jim Dennison stated we had a request from another land owner that is further out Progress Street who wants to change the zoning from Office Commercial (OC) to Medium Density Residential (MDR). Solicitor Jim Dennison stated he just wanted Council to know this, and at the next meeting he will have the ordinances and you will have to have a hearing before they are adopted. Solicitor Jim Dennison stated the Planning Commission is recommending these changes.

Borough Manager

- A. **2020 Budget** – Manager Dana D. Schreckengost stated this is a reorganization year and we have a few things to clean up. Manager Dana D. Schreckengost stated we have a new Council Member, and she wants to ask if anyone wants to re-open the 2020 Budget, and no one did.
- B. **Advertise 2020 Meetings** – Manager Dana D. Schreckengost stated we need to advertise our 2020 meeting schedule. Manager Dana D. Schreckengost stated it is that we meet the first and third Tuesdays of the month at 7:00 P.M. and our third Tuesday of the month is an abbreviated meeting followed by committee meetings. Vice-President Karen Allgeier moved to advertise the 2020 meetings as presented; seconded by President Pro-Tem Bill Kutz. Motion carried 7-0.
- C. **Commission/Board Reappointments** – Manager Dana D. Schreckengost stated we have some committees and boards for reappointment.
 - 1. **Brookville Municipal Authority Board** – Manager Dana D. Schreckengost stated for the Brookville Municipal Authority the recommendation is reseating Robert Moss for a five-year term. Vice-President Karen Allgeier moved to approve reseating Robert Moss to the

Brookville Municipal Authority Board for a five-year term; seconded by Member Randy Bartley. Motion carried 7-0.

2. **Shade Tree Commission** – Manager Dana D. Schreckengost stated next is the Shade Tree Commission. Manager Dana D. Schreckengost stated we would like to reseal Clarinda Darr to a five-year term on the Shade Tree Commission. Member Randy Bartley made a motion to reseal Clarinda Darr to a five-year term on the Shade Tree Commission. President Phil Hynes asked for a second, and there was not one. Manager Dana D. Schreckengost asked if she had a motion to advertise a vacancy on the Shade Tree Commission. Vice-President Karen Allgeier moved to advertise a vacancy on the Shade Tree Commission; seconded by Member Randy Bartley. Motion carried 7-0.
 3. **Code Enforcement Appeal Board** – Manager Dana D. Schreckengost stated next is the Code Enforcement Appeal Board. Manager Dana D. Schreckengost stated it is recommended to reappoint Eric Zents to a five-year term. President Pro-Tem Bill Kutz moved to reappoint Eric Zents to a five-year term on the Code Enforcement Appeal Board; seconded by Member Randy Bartley. Motion carried 7-0.
 4. **Council Vacancy Board** – Manager Dana D. Schreckengost stated next is the Council Vacancy Board. Manager Dana D. Schreckengost stated it is recommended to reappoint Judi Anthony to a one-year term on the Council Vacancy Board. Vice-President Karen Allgeier moved to reappoint Judi Anthony to a one-year term on the Council Vacancy Board; seconded by Member Randy Bartley. Motion carried 7-0.
 5. **Library Board Representative** – Manager Dana D. Schreckengost stated the Library Board Representative serves a three-year term, and it is currently Clarinda Darr. Manager Dana D. Schreckengost asked if there is a motion to reappoint or a motion for vacancy. Vice-President Karen Allgeier moved for a vacancy for the Library Board Representative; seconded by Member Rick Baughman. Motion carried 7-0.
 6. **Zoning Hearing Board** - Manager Dana D. Schreckengost stated we still have a vacancy on the Zoning Hearing Board.
- D. **New Bank Signature Cards** – Manager Dana D. Schreckengost stated she will have to check with the bank if we need new bank signature cards since we have the same three signers but your titles have changed. Manager Dana D. Schreckengost stated she recommends making a motion that she check with the bank because your titles have changed, if we need to do new bank signature cards, then she is allowed to move forward with new bank signature cards. Vice-President Karen Allgeier moved to approve Manager Dana D. Schreckengost moving forward with new bank signature cards if the bank says we need to; seconded by Member Rick Baughman. Motion carried 7-0.
- E. **Open Electric Bike Bids** – Manager Dana D. Schreckengost stated we received one bid for the electric bike, and the bid was less than five hundred dollars. Vice-President Karen Allgeier moved to reject the submitted bid; seconded by Member Randy Bartley. Motion carried 7-0. After some

discussion, Member Randy Bartley moved to table this issue until April; seconded by Vice-President Karen Allgeier. Motion carried 7-0.

F. **Cash Transfers** – Manager Dana D. Schreckengost stated we need to do some cash transfers tonight.

1. **2019 Bills/Temporary Loan** – Manager Dana D. Schreckengost stated there were two lists tonight when we paid the bills. Manager Dana D. Schreckengost stated the one list was closing out 2019, and the other list is for 2020. Manager Dana D. Schreckengost stated to cover the bills from 2019, she made a cash transfer of five thousand dollars from the S&T Bank General Fund into the S&T Bank Street Light Fund as a temporary loan. Manager Dana D. Schreckengost stated she needs a motion to allow her to transfer that five thousand dollars, backdated to approve it for December 30th. Vice-President Karen Allgeier moved to approve allowing Manager Dana D. Schreckengost to transfer five thousand dollars from the S&T Bank General Fund to the S&T Bank Street Light Fund as presented; seconded by President Pro-Tem Bill Kutz. Motion carried 7-0.

2. **Street Light** – Manager Dana D. Schreckengost stated she would like to do a more permanent loan for the Street Light Fund until we get some revenue generated. Manager Dana D. Schreckengost stated she would like to transfer twenty thousand dollars from the S&T Bank General Fund to the Street Light Fund. Vice-President Karen Allgeier moved to approve allowing Manager Dana D. Schreckengost to transfer twenty thousand dollars from the S&T Bank General Fund to the Street Light Fund as presented; seconded by President Pro-Tem Bill Kutz. Motion carried 7-0.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

A. **Junior Council Member Donovan Hoffman** – Junior Council Member Donovan Hoffman stated the conclusion of the second quarter is shortly coming upon students at the Brookville Area High School. Junior Council Member Donovan Hoffman stated before break, the seniors participated in the annual Wheelers and Dealers event. Junior Council Member Donovan Hoffman stated the last day of the first semester is January 15th.

B. **Mayor Richard Beck** – Mayor Richard Beck congratulated new Fire Chief Chris Henry, thanked Code Enforcement Donald Jonischek for the good work he is doing on cleaning up these houses, thanked Public Works Director Dave Vallosio and his crew for doing a great job, and thanked Police Chief Vince Markle who has been keeping the officers going good.

C. **Member Rick Baughman** – Member Rick Baughman stated Sunday morning at seven, the Brookville Volunteer Fire Company was called to a flue fire and while they were doing that there was a medical situation, and they took care of it at the same time. Member Rick Baughman stated he is thankful for that.

- D. Member Randy Bartley** – Member Randy Bartley stated as a resident of South Pickering Street, he is rooting for Stray Cat Central.
- E. Member Ken King** – Member Ken King welcomed new Council Member Todd Gumphier and new Fire Chief Chris Henry. Member Ken King stated accolades to table number two.
- F. Member Todd Gumphier** – Member Todd Gumphier stated he is excited to serve for the next four years on Council, and thankful that the Borough tax payers voted him in. Member Todd Gumphier congratulated new Fire Chief Chris Henry.
- G. Vice-President Karen Allgeier** – Vice-President Karen Allgeier stated this week is police appreciation week, and she appreciates everything they do. Vice-President Karen Allgeier stated Don - go get them buddy, congratulated new Fire Chief Chris Henry, and thanked Council for voting her in as Vice-President.
- H. President Pro-Tem Bill Kutz** – President Pro-Tem Bill Kutz welcomed new Council Member Todd Gumphier, told Junior Council Member Donavan Hoffman he gave a nice report as always, and stated he hopes new Fire Chief Chris Henry has a great year. President Pro-Tem Bill Kutz stated Police Chief Vince Markle, love getting those druggies man, go get them. President Pro-Tem Bill Kutz stated everybody at that table, thank you.
- I. President Phil Hynes** – President Phil Hynes thanked Council for having confidence in him for another couple years. President Phil Hynes stated he will be putting together new committee assignments for the next meeting. President Phil Hynes stated this year he hopes we move forward with our Strategic Plan. President Phil Hynes welcomed Todd Gumphier and stated he appreciates that he is attending the new boot camp for Council Members because it really helps. President Phil Hynes asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION:

- A. Joy Norwood** – Reporter Joy Norwood asked if she could have the three officers and Todd Gumphier for a photo, and President Phil Hynes stated we can do that.

CALL FOR ADJOURNMENT - Regular Meeting:

Vice-President Karen Allgeier moved to adjourn; seconded by Member Randy Bartley. Motion carried 7-0 at 7:50 P.M.

Borough Manager

