

**MINUTES**  
**BROOKVILLE BOROUGH COUNCIL MEETING**  
**Tuesday, January 21, 2020 @ 7:00 P.M.**

The Brookville Borough Council met in the large conference room on Tuesday, January 21, 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

**STAFF**

Manager Dana D. Schreckengost  
Police Chief Vince Markle  
Solicitor Jim Dennison

**VISITOR/MEDIA**

Joy Norwood  
Aly Delp  
Nick LaBelle  
Steve Rowan  
Dick Boozer

**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 (January 6, 2020):**

Vice-President Karen Allgeier moved to approve the minutes of the January 6<sup>th</sup> meeting as submitted; seconded by Member Rick Baughman. Motion carried 7-0.

**FINANCIAL REPORTS:**

- A. Review/Approve Accounts Payable** – The current bills were presented for approval. Manager Dana D. Schreckengost stated there was one addition; Zacherl Motor Truck Sales for the new dump truck for \$85,553.38. Vice-President Karen Allgeier moved to approve the bills as amended; seconded by Member Randy Bartley. Motion carried 7-0.
- B. Fund Level Financial Statements Summary** – President Phil Hynes stated you have the Financial Statements Summary, and if you have any questions the appropriate people are here to answer them.

**PUBLIC COMMENT:**

- A. Steve Rowan/Foot Bridges at Walter Dick Park** – Brookville resident Steve Rowan stated he wanted to talk to Council about the two foot bridges at Walter Dick Park. Steve Rowan stated the first one is the main bridge across from the main branch of North Fork. Steve Rowan stated it was built in the mid sixties by the Army Corps of Engineers, by the engineering battalions here in town. Steve Rowan stated the second bridge was built about twelve years ago by the Boy Scouts as an Eagle Scout project. Steve Rowan stated the word around town is the eastbound bridge over interstate eighty is going to be demolished and moved

upstream or wherever it is going to be moved to. Steve Rowan stated he is concerned about the two bridges because he uses them a lot and so do a lot of other people. Steve Rowan stated he knows they cannot demolish that bridge without taking the main foot bridge that is over North Fork now out of there. Steve Rowan stated he is pretty certain the other foot bridge will be removed as well. Steve Rowan stated assuming Council would want to see those two foot bridges replaced, there are one or two scenarios. Steve Rowan stated the first is that after the project is over, and we do not have any foot bridges people will come to Council and say we really would like to have our foot bridges back. Steve Rowan stated Council will find itself in a position of needing engineering and bidding and other things that go on with projects and it could be very expensive and time consuming. Steve Rowan stated the other option is to have the restoration of these two foot bridges as part of the construction project of moving the bridge so whoever bids on the project will put the new walking bridges in as part of the project at no cost to the Borough. President Phil Hynes stated he thinks that is a great idea. Manager Dana D. Schreckengost stated it is PennDOT's project, and they have assured her that the Borough will get to see the plans before they are advertised to the public since it is affecting the park drastically potentially. Manager Dana D. Schreckengost stated that is definitely something we will make a suggestion for.

## **REPORTS:**

**Committee Reports** - None

### **Solicitor**

- A. **Ordinance 1105 and Ordinance 1106 – Rezoning** – Solicitor Jim Dennison stated Ordinance 1105 and Ordinance 1106 are both for rezoning. Solicitor Jim Dennison stated one is done, and he needs information on the second one and then we will be ready to go on those. Solicitor Jim Dennison stated there will be no action tonight.

### **Borough Manager**

- A. **Resolution 559-20 – Strategic Plan Funding** – Manager Dana D. Schreckengost stated we have Resolution number 559-20 allocating funds for the Strategic Management Planning Program. Manager Dana D. Schreckengost stated this will be a five-year plan working with the Department of Community and Economic Development (DCED). Manager Dana D. Schreckengost stated this is for the program that was explained to us by Ed back in October or November. Manager Dana D. Schreckengost stated it was relayed at the time that it would be a fifty-fifty match, but actually you can submit for a hardship. Manager Dana D. Schreckengost stated Ed's replacement Terry feels that the Borough would be more in the lines of a twenty-five to thirty percent match. Manager Dana D. Schreckengost stated she wrote the resolution assuming a twenty-five percent match which would be fifteen thousand dollars, and we can adjust this if need be. Manager Dana D. Schreckengost stated we need to have the resolution so she can apply for

the actual application so we can get the ball rolling on this. Manager Dana D. Schreckengost stated the grant is eligible up to two hundred thousand dollars, and plans typically come in around fifty to sixty thousand, so we would be looking at spending about fifteen thousand dollars to get this five-year study done and the grant would pay the rest of it. After some discussion, Member Randy Bartley moved to approve Resolution number 559-20 for Strategic Plan Funding as presented; seconded by Vice-President Karen Allgeier. Motion carried 7-0.

**B. Request for Proposal (RFP) Advertisement** – Manager Dana D.

Schreckengost stated we had previously discussed releasing the Request for Proposal (RFP). Manager Dana D. Schreckengost stated that is now prepared, and she would need a motion to formally release that. Vice-President Karen Allgeier moved to approve releasing the Request for Proposal; seconded by President Pro-Tem Bill Kutz. Motion carried 7-0.

**C. Commission/Board Reappointments** – Manager Dana D. Schreckengost stated we had a couple of open boards and commissions the last time we met, and we have had some interest in those.

1. **Zoning Hearing Board** – Manager Dana D. Schreckengost stated we have had a vacancy for some time now on the Zoning Hearing Board. Manager Dana D. Schreckengost stated we would be filling that five-year term with the remainder of the vacancy and Dave Miller, the previous president of Miller Welding, has volunteered his time for that position if Council is willing. Vice-President Karen Allgeier moved to appoint Dave Miller to the Zoning Hearing Board as presented; seconded by Member Rick Baughman. Motion carried 7-0.

2. **Library Board Representative** – Manager Dana D. Schreckengost stated we also have an opening for Library Board Representative which is a three-year term. Manager Dana D. Schreckengost stated Vice-President Karen Allgeier and Seth Kerr, who is already on the Library Board, are both interested in this position. After some discussion, Member Rick Baughman moved to appoint Seth Kerr as Library Board Representative for a three-year term; seconded by Vice-President Karen Allgeier. Motion carried 7-0.

3. **Shade Tree Commission** – Manager Dana D. Schreckengost stated there is a vacancy on the Shade Tree Commission for a five-year term. Manager Dana D. Schreckengost stated there were two candidates and only one of them submitted a letter to Council for this. Manager Dana D. Schreckengost stated we received a letter from Dick Boozer who is here this evening. Member Randy Bartley moved to appoint James “Dick” Boozer to a five-year term on the Shade Tree Commission; seconded by Vice-President Karen Allgeier. Motion carried 7-0.

**D. Pennsylvania State Association of Borough’s (PSAB) Annual Conference 2020** – Manager Dana D. Schreckengost stated the Pennsylvania State Association of Borough’s (PSAB) annual conference is June seventh through the tenth in Hershey, and if you are interested please let me know.

- E. Engineer's Agreement – Rose Siding Road Bridge** – Manager Dana D. Schreckengost stated we got the Engineer's Agreement for possibly replacing the Rose Siding Road bridge. Manager Dana D. Schreckengost stated there is a PennDOT grant, and if we pay for the design of this project and then apply for the grant, they take over the actual building and installment of that bridge. Manager Dana D. Schreckengost stated we do have this in the budget for the design of it, and total engineering fees are expected to not exceed \$27,760.00. After some discussion, Vice-President Karen Allgeier moved to approve the short form agreement between owner and engineer for professional services with regard to the Rose Siding Road Bridge Replacement Project; seconded by Member Randy Bartley. Motion carried 7-0.
- F. Executive Session - Personnel** – Manager Dana D. Schreckengost requested an executive session for personnel with action expected, and she would like to request that Police Chief Vince Markle join them.

**EXECUTIVE SESSION:**

Brookville Borough Council entered an executive session at 7:25 P.M. to discuss a personnel matter with action expected. Executive session ended at 7:55 P.M. with the following action taken:

- A. Agreement** - Solicitor Jim Dennison stated we have a police employee who is separating his employment with the Borough. Solicitor Jim Dennison stated we have an agreement to approve tonight. Solicitor Jim Dennison stated it is between the Borough, the Teamsters Union, and William Gallagher. Solicitor Jim Dennison stated the terms are confidential. Vice-President Karen Allgeier moved to approve the agreement as was presented with regret; seconded by President Pro-Tem Bill Kutz. Motion carried 7-0.
- B. Advertise Code Enforcement Position** - Member Rick Baughman made a motion to advertise the Code Enforcement Officer position; seconded by Vice-President Karen Allgeier. Motion carried 7-0.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**MEDIA QUESTIONS/COMMENTS/CLARIFICATION:**

**A. Joy Norwood**

- 1. Police Employee Agreement** – Reporter Joy Norwood asked if the police officer was full-time or part-time. Manager Dana D. Schreckengost stated the police officer that is parting ways was full-time.
- 2. Zoning Hearing Board Term** – Reporter Joy Norwood asked how many years are left to serve on the Zoning Hearing Board position Dave Miller will be filling that has been vacant. Manager Dana D. Schreckengost stated there are four years left.

**ADJOURNMENT:**

Vice-President Karen Allgeier moved to adjourn; seconded by President Pro-Tem Bill Kutz. Motion carried 7-0 at 8:00 P.M.

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Borough Manager