

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, March 3, 2020 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, March 3, 2020 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

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

STAFF

Manager Dana D. Schreckengost
Police Chief Vince Markle
Assistant Fire Chief Mike Allgeier
Recorder Christine Gunning
Solicitor Jim Dennison

VISITOR/MEDIA

Dave Pike
Joy Norwood
Nick LaBelle
Dick Boozer
Kim Smith
Arthur McKinley
Jeff Hartzell
Sam Rubino
Ken Burkett
Candy Reinard Hunter
Eric Armstrong
David Taylor
Bob Lewis
Jacob d'Argy
Fran Barilar
LuAnn Murray

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 (February 10, 2020):

Vice-President Karen Allgeier moved to approve the minutes of the February 10th meeting as submitted; seconded by Member Rick Baughman. Motion carried 7-0. President Phil Hynes stated our second meeting in February was cancelled.

FINANCIAL REPORTS:

- A. Approval of Expenditures** – The current bills were presented for approval. President Phil Hynes stated there are two pages of financial reports; one from the meeting that was cancelled and one for tonight's meeting. Vice-President Karen Allgeier moved approval of the invoices selected for payment for February 18th 2020 and three three twenty twenty; 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. LuAnn Murray – Veteran’s Banners** – LuAnn Murray stated she is the secretary of the Brookville Laurel Festival, and she is here to give an update on the banners to honor our veterans. LuAnn Murray stated the banners will be on Main Street to start and will hopefully go up the side streets. LuAnn Murray stated banners will be one hundred and twenty-five dollars for the package which includes a twenty-four by thirty-six double sided banner and a twelve by eighteen banner for personal use. LuAnn Murray stated they will be displayed from Memorial Day to Veterans Day and re-hung the following year as long as they are in good condition for a twenty-five dollar maintenance fee. LuAnn Murray thanked everyone for taking an interest in this. Member Randy Bartley asked if the Laurel Board will put the banners up and take them down. LuAnn Murray stated yes.
- B. David Taylor -Historic District Signage** – David Taylor stated about a year ago Manager Dana D. Schreckengost passed on some information from the Pomeroy Foundation which set up a program to provide plaques for Historic Districts. David Taylor stated he is requesting that Council write a letter of support for this project and he will submit that with an application for the signage. After some discussion, Member Randy Bartley moved to draft a support letter for this project; seconded by Vice-President Karen Allgeier. Motion carried 7-0.
- C. Kim Smith – Housing in Brookville** – Kim Smith stated she has a thirty-eight year old daughter with disabilities and was told Brookville does not allow housing for people with disabilities. Kim Smith asked if Council would allow this housing in Brookville, because she would like her daughter to be nearby. Kim Smith stated she was told a group home is not allowed in Brookville. After some discussion, Solicitor Jim Dennison stated group dwellings are allowed in any district in the Borough of Brookville. Solicitor Jim Dennison stated Kim Smith should make a written application to Council. Solicitor Jim Dennison stated it is a conditional use.
- D. Dick Boozer – Shade Tree Commission** – Dick Boozer stated he has an update on the Shade Tree Commission. Dick Boozer stated they had a meeting, and he was elected Chairman. Dick Boozer stated the Shade Tree Commission will address issues on Waterford Pike tomorrow and make recommendations. Dick Boozer stated he would like to caution everyone that the Borough does not pay for anything. Dick Boozer stated if you have a tree, it is your responsibility. Dick Boozer told people to contact them and they will look into it and advise you on what to do.

REPORTS:

Borough Engineer

- A. Riverwalk** – President Phil Hynes stated over a year ago Arthur McKinley approached Council with this project. President Phil Hynes stated after an initial proposal was given to Council, it was given to Gwin, Dobson, and Foreman. President Phil Hynes stated they came back with an initial review of the proposed plans. President Phil Hynes stated Council’s opinion was to go with Phase one, and if that was successful to move on to the second phase.

President Phil Hynes stated the process involves submitting a preliminary report to the Army Corps of Engineers. President Phil Hynes stated he can assure you we have been supporting this project from the beginning. Borough Engineer Dave Pike stated back in December we made a submission to the Army Corps of Engineers which included a conceptual plan that had two phases; the initial phase around the ballfields and the master plan phase which wrapped around all three streets here in the Borough. Engineer Dave Pike stated shortly after we submitted that we started getting feedback from the Army Corps of Engineers. Ms. Butxler sent us the appropriate paperwork to do once we get the project moving forward which was the formal 408 application. Borough Engineer Dave Pike stated Mr. Englehart asked us to do a wetland investigation slash delineation for the areas of the Riverwalk that could potentially encroach within the flood protection zone. Engineer Dave Pike stated they invited the Army Corps to walk the trail, but they wanted them to do the wetland investigation first. Borough Engineer Dave Pike stated they are in limbo until the weather breaks and we get back into the growing season so they can delineate wetlands and if there are wetlands in the trail alignment. Borough Engineer Dave Pike stated sometime in April is probably the earliest we could do that. Borough Engineer Dave Pike stated that is where we are with the project. Manager Dana D. Schreckengost stated this is outside the original scope of the project we signed with you, correct? Engineer Dave Pike stated yes it is. Manager Dana D. Schreckengost stated so anything we do moving forward would be at the engineer's standard rate. President Phil Hynes asked if Engineer Dave Pike had a ballpark figure of what the costs would be involved with that. Borough Engineer Dave Pike stated unfortunately we do not. After some discussion, President Phil Hynes asked Council if they want to table this, and stated he is not sure where the money will come from. Member Randy Bartley stated he cannot see allocating more money for this without an estimate. After some discussion, Member Randy Bartley moved to withdraw the Council's support for the Riverwalk project. President Phil Hynes called for a roll call vote. Member Rick Baughman stated yes, Member Randy Bartley stated yes, Member Ken King stated no, Member Todd Gumpher stated no, President Pro-Tem Bill Kutz stated yes, Vice-President Karen Allgeier stated yes, and President Phil Hynes stated yes. Motion carried 5-2, with Member Ken King and Member Todd Gumpher dissenting. Member Rick Baughman moved to reimburse Arthur McKinley the five hundred dollars he put into this project; seconded by Member Randy Bartley. Motion carried 7-0.

Chief of Police

- A. Update Training** – Police Chief Vince Markle stated all the officers are in update training this week.
- B. Officer of the Month** – Police Chief Vince Markle stated Officer Justin Miller was Officer of the Month again.
- C. Statistics for February** – Police Chief Vince Markle stated in the month of February the Brookville Police Department received 178 calls for service,

wrote 62 traffic citations, there were 117 warnings, 5 felonies, 23 misdemeanors, 5 drug arrests, 11 summaries, and they used narcan 6 times.

- D. Executive Session** – Police Chief Vince Markle requested an executive session for a personnel matter with action expected.

Fire Company – Assistant Fire Chief Mike Allgeier read Fire Chief Chris Henry's written report (attached).

Director of Public Works – President Phil Hynes stated Public Works Director Dave Vallosio is sick and gave his written report to Manager Dana D. Schreckengost. Manager Dana D. Schreckengost stated they are working on potholes as weather permits, they are starting to prep the street sweeper for anti-skid cleanup, and all work orders are current.

Zoning/Health Officer – President Phil Hynes stated Zoning and Health Officer Emerson Turnbull is in the hospital so there is no report from him.

Committee Reports

A. Census Committee

1. **2020 Census** – Strategic Planning and Census Committee Chairman Phil Hynes stated they had a meeting on how to get people out for the census. Vice-President Karen Allgeier stated they ordered posters and door hangers, and she hopes we get some census takers in town. Vice-President Karen Allgeier stated they would like to get a billboard reminding people about the census. Vice-President Karen Allgeier stated she hopes everyone will fill out the census form which comes out April 1st. President Phil Hynes stated a billboard from R and I Media costs between seven hundred and fifty dollars to one thousand dollars. President Karen Allgeier moved to purchase a billboard for the census for a maximum of one thousand dollars; seconded by Member Rick Baughman. Motion carried 7-0.

Solicitor

- A. **Ordinance 1105 and Ordinance 1106– Rezoning** – Solicitor Jim Dennison stated we had a request for rezoning, and Ordinance 1105 and Ordinance 1106 have been advertised. Solicitor Jim Dennison stated there will be a zoning hearing regarding these on March 17th at 7:15 P.M. Solicitor Jim Dennison stated after the hearing you would decide if you want to adopt those two ordinances.

Borough Manager

- A. **Pennsylvania State Association of Borough's (PSAB) Annual Conference 2020** – Manager Dana D. Schreckengost stated she wants to remind Council that if anyone is interested in attending the Pennsylvania State Association of Borough's annual conference please let her know. Manager Dana D. Schreckengost stated the deadline to get the check in for that is May 1st.

- B. Old Dump Truck Bids** – Manager Dana D. Schreckengost stated the old dump truck that we advertised a couple of meetings ago, the bidding on that online ended this afternoon and we did have a winning bid of \$5,871.00 out of Massachusetts. Member Rick Baughman moved to accept the bid for \$5,871.00 out of Massachusetts for the 1993 International diesel dump truck; seconded by Member Randy Bartley. Motion carried 7-0.
- C. Strategic Planning Grant** – Manager Dana D. Schreckengost stated in January we passed a resolution saying that we would match funds if we received a Strategic Planning Grant. Manager Dana D. Schreckengost stated the Borough received the Department of Community and Economic Development (DCED) Strategic Planning Grant in the amount of fifty thousand dollars. Manager Dana D. Schreckengost stated our matching that we proposed to match was fifteen thousand dollars which would result in thirty percent. Manager Dana D. Schreckengost stated we want to thank the Department of Community and Economic Development (DCED) for making us aware of this grant, and all of their assistance in the application process. Manager Dana D. Schreckengost stated so now it will go over to the Strategic Planning Committee to review the proposals we have received, and begin the strategic planning process from here.
- D. Pension Plan Documents** – Manager Dana D. Schreckengost stated in your packets Council received the pension plan documents for the non-uniform plan for the Street Department employees and office personnel for the Borough. Manager Dana D. Schreckengost stated the Pennsylvania Municipal Retirement System (PMRS) had to convert all of our pension plans and documents over to 401k approved investments. Manager Dana D. Schreckengost stated aside from that, nothing has changed. Vice-President Karen Allgeier moved to approve Ordinance 1107-2020 for advertising; seconded by Member Randy Bartley. Motion carried 7-0.
- E. Special Event Permit – Flag Ride** – Manager Dana D. Schreckengost stated we have a special event permit for the annual flag ride through Friends of the Flag scheduled for Sunday, June 7th. Manager Dana D. Schreckengost stated it will start at 10:00 A.M. at the Firemans Club and work its way through town heading towards Clarion. Manager Dana D. Schreckengost stated all of the appropriate signatures have been signed. Vice-President Karen Allgeier moved to approve the special event permit for the Flag Ride as presented; seconded by Member Randy Bartley. Motion carried 7-0.
- F. State Police Services Fees Proposed** – Manager Dana D. Schreckengost stated the Pennsylvania Stated Association of Boroughs (PSAB) sent out some information. Manager Dana D. Schreckengost stated the governor is attempting to put through state police service fees, and this would affect everybody in the state. Manager Dana D. Schreckengost stated Brookville could be looking at paying \$70,330.78. Manager Dana D. Schreckengost stated she is asking for permission to draft a letter that we are not in favor of this. Member Randy Bartley moved to approve allowing Manager Dana D. Schreckengost to draft a letter to our local legislators that we are not in favor

of the proposed State Police services fees; seconded by Vice-President Karen Allgeier. Motion carried 7-0.

- G. Cash Transfer** – Manager Dana D. Schreckengost stated she would like to make a cash transfer, and she would like to transfer five thousand dollars from the S&T Bank Fire Fund to the Plgit Fire Fund. Vice-President Karen Allgeier moved to approve moving five thousand dollars from the S&T Bank Fire Fund to the Plgit Fire Fund; seconded by Member Randy Bartley. 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 students have started the third quarter of the school year. Junior Council Member Donovan Hoffman stated Youth in Government is selling tickets for a meal to go from the high school cafeteria, and tickets cost eight dollars each. Junior Council Member Donovan Hoffman stated in sports, both the girls and boys basketball teams were crowned the District 9 champions.
- B. Mayor Richard Beck** – Mayor Richard Beck thanked everyone who came to the meeting tonight, and stated whether we agree or disagree it is still nice that you came.
- C. Member Rick Baughman** – Member Rick Baughman stated there is a responsibility to the public, and there is a lot of cost involved with the Riverwalk. Member Rick Baughman stated that means an increase in taxes. Member Rick Baughman stated it is not that the Riverwalk is a bad idea, but it is not a financially sound idea.
- D. Member Randy Bartley** – Member Randy Bartley stated he echoes Member Rick Baughman, and he thinks we should continue to look at the phase one we looked at before.
- E. Member Ken King** – Member Ken King stated he supports the Riverwalk, and hopes we can resurrect something in the future.
- F. Member Todd Gumpher** – Member Todd Gumpher stated he would like to see a Riverwalk or something to that nature, and congratulated the Brookville Police Department and the Brookville Volunteer Fire Company for great jobs they are doing.
- G. President Pro-Tem Bill Kutz** – President Pro-Tem Bill Kutz stated he had nothing to say tonight.
- H. Vice-President Karen Allgeier** – Vice-President Karen Allgeier thanked LuAnn Murray for moving forward with the Hometown Hero Banners. Vice-President Karen Allgeier thanked everyone who came out tonight for the Riverwalk, and stated maybe we can resurrect a part of it. Vice-President Karen Allgeier stated Ms. Smith I hope we can find a safe place for your daughter.

- I. **President Phil Hynes** – President Phil Hynes apologized for the length of the meeting, and stated he thinks this Council will be open to similar projects to the Riverwalk.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

Brookville Borough Council entered an executive session at 8:25 P.M. to discuss a personnel matter with action expected. Executive session ended at 8:32 P.M. with the following action taken:

Vice-President Karen Allgeier moved to hire Jaime Rinker as a new part-time Police Officer; seconded by Member Randy Bartley. Motion carried 7-0.

ADJOURNMENT:

Member Randy Bartley moved to adjourn; seconded by Vice-President Karen Allgeier. Motion carried 7-0 at 8:33 P.M.

Borough Manager