

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

The Brookville Borough Council met via Zoom on Tuesday, April 21, 2020 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

Richard Beck
Phil Hynes
Karen Allgeier
Rick Baughman
Ken King
Randy Bartley
Todd Gumphier
David Taylor

STAFF

Manager Dana D. Schreckengost
Solicitor Jim Dennison

VISITOR/MEDIA

Alex Nelson
Nick LaBelle

CALL TO ORDER:

President Phil Hynes called the meeting to order at 7:02 P.M. and stated welcome to the history making first video meeting of the Brookville Borough Council. President Phil Hynes stated this would be an unusual type of meeting because the Borough Code normally requires that we meet in person, but because of the COVID pandemic the legislature gave an exception to have a video meeting. President Phil Hynes stated we are still following the Sunshine Rules, and the meeting was properly advertised. President Phil Hynes stated there are several members of the press here, and if anyone from the public wanted to join they had to get in touch with Manager Dana D. Schreckengost and they could join this meeting. President Phil Hynes stated we usually start the meeting with the Pledge of Allegiance. President Phil Hynes stated he is going to forego that since we do not have a flag. President Phil Hynes stated if they have another video meeting he will try to get a flag in the background so they can start the meeting with the Pledge of Allegiance.

CORRECTIONS/APPROVAL OF MINUTES (March 24, 2020):

Member Randy Bartley moved to approve the minutes of the March 24th 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. President Phil Hynes stated Manager Dana D. Schreckengost emailed two sets of accounts payable; one for the last meeting for April 7th and one for the current meeting. President Phil Hynes asked if there were any additions or questions. Member David Taylor stated he has two questions on the second set of accounts payable. Member David Taylor asked who Shellie Mineweaser was and why did we pay her three hundred and seventy dollars. Manager Dana D.

Schreckengost stated that was the insurance claim that was submitted for the sidewalk. Member David Taylor stated understood and thank you. Member David Taylor stated he sees Mumford Tire was paid twenty-eight hundred dollars, and asked if they are in the Borough or outside the Borough. Manager Dana D. Schreckengost stated she believes they are in the Borough. Mayor Richard Beck stated half is in and half is out. Solicitor Jim Dennison stated he thinks Mayor Richard Beck is right the property is split between the two. Member David Taylor stated as a policy he thinks we ought to do our best to purchase from companies that are inside the Borough. President Phil Hynes stated he is remiss in welcoming David. President Phil Hynes stated we appointed him and he was sworn in as our new Council Member filling in until the next election, so welcome David. Member David Taylor thanked President Phil Hynes and everybody and stated he appreciates their support, and stated he will do his best to be a good Council Member. Member Randy Bartley moved to approve the bills as submitted; seconded by Member David Taylor. Motion carried 7-0.

PUBLIC COMMENT: None

REPORTS:

Committee Reports: None

Solicitor

- A. **Ordinance 1105, Ordinance 1106 – Rezoning** – Solicitor Jim Dennison stated now that the state has issued the new statute on meetings, he has guidance on how to conduct the approvals of the zoning ordinances. Solicitor Jim Dennison stated we also have the pension ordinance to deal with. Solicitor Jim Dennison stated he can now move forward with getting the appropriate meetings set up, providing five days' notice to any interested party and adjoining land owning and notifying them it will be videoed. Solicitor Jim Dennison stated we will figure out when we want to have the meetings and re-advertise accordingly. Member David Taylor asked if those notified were just immediately adjoining land owners, or if it was landowners within a certain number of feet? Solicitor Jim Dennison stated it is just the immediate adjoining land owners and also publicly advertised. Solicitor Jim Dennison stated he knows Denny Ames and his wife were planning to attend the hearing, so he knows they have something to say. Solicitor Jim Dennison stated he has not heard from anyone else regarding the rezoning.

Borough Manager

- A. **New Signature Cards** – Manager Dana D. Schreckengost stated we need to do some new bank signature cards for CD's and all of our bank accounts because of Bill Kutz's passing. Manager Dana D. Schreckengost stated the bank recommends that you have three elected officials on the signature cards so we will need somebody else to come onto the signature cards. President Phil Hynes stated we do need some discussion on this because we presently do not have a President Pro-Tem. President Phil Hynes stated according to

the Borough Code it is not an official position, and he thinks it was taken from Robert's Rules of Order. President Phil Hynes stated it was his opinion that we do away with that position. After some discussion, Member Randy Bartley moved that we appoint a Second Vice-President; seconded by Member Todd Gumphier. Motion carried 7-0. Member Rick Baughman moved to nominate Randy Bartley as Second Vice-President; seconded by Member David Taylor. Motion carried 7-0.

- B. Part-time Police** – President Phil Hynes stated Manager Dana D. Schreckengost should notify the bank of the new officers, and have the proper signature cards prepared. Manager Dana D. Schreckengost stated Police Chief Vince Markle is interested in hiring some part-time police officers. Manager Dana D. Schreckengost stated with our lack of meetings right now, we were wondering if it would be possible if she and Police Chief Vince Markle hired those part-time police officers without a formal motion beforehand and keep everybody in the loop. Solicitor Jim Dennison stated Council will affirm any hires at the next meeting if there are any. Vice-President Karen Allgeier moved to allow Manager Dana D. Schreckengost and Police Chief Vince Markle to move forward with the process of hiring part-time police officers; seconded by Second Vice-President Randy Bartley. Motion carried 7-0.

UNFINISHED BUSINESS:

- A. Census Committee** – Census Committee Member Karen Allgeier stated she is still working with Heather on census information, and they are hoping that they will be free to have people go door-to-door sometime in July. Census Committee Member Karen Allgeier stated they continue to send her lots of updates, but right now the only thing we can do is put things in the local Mirror and that type of stuff to keep people interested. Census Committee Member Karen Allgeier stated the government is still playing all the census commercials. Census Committee Member Randy Bartley asked if they extended the deadline for the census. Census Committee Member Karen Allgeier stated they are talking about August 4th but they have not officially extended it. Census Committee Member Randy Bartley asked if they still need Census Takers. Census Committee Member Karen Allgeier stated that is all on hold because of the COVID-19 pandemic. Census Committee Member Karen Allgeier stated they are encouraging people to take the census online. Member David Taylor asked who Heather is. Census Committee Member Karen Allgeier stated Heather Conrad is our census representative in Ridgway. President Phil Hynes stated our billboard is up through June. Census Committee Member Karen Allgeier stated in June she will write another article for the Mirror on the census.

NEW BUSINESS:

- A. Code Enforcement Officer** – Member Rick Baughman stated he would like to keep fresh in their minds about getting a new Code Enforcement Officer.

Member David Taylor asked have we advertised and do we have applicants? Manager Dana D. Schreckengost stated where we are at with this is we need the Personnel Committee to meet, so now that the Governor has approved meeting via telecommunications it would be classified as an executive session so maybe the Personnel Committee can hold a Zoom meeting to discuss the applicants that we have received. Manager Dana D. Schreckengost stated she will send out an email to the Personnel Committee to get a time and date established to have a Zoom meeting on that.

MEDIA QUESTIONS/COMMENTS/CLARIFICATION: None

ADJOURNMENT:

Vice-President Karen Allgeier moved to adjourn; seconded by Member Rick Baughman. Motion carried 7-0 at 7:30 P.M.

Borough Manager