

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, May 5, 2020 @ 7:00 P.M.

The Brookville Borough Council met via Zoom on Tuesday, May 5, 2020 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

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

STAFF

Manager Dana D. Schreckengost
Solicitor Jim Dennison

VISITOR/MEDIA

Alex Nelson

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 21, 2020):

Second Vice-President Randy Bartley moved to approve the minutes of the April 21st meeting as submitted; seconded by Vice-President Karen Allgeier. Motion carried 6-0.

FINANCIAL REPORTS:

- A. Approval of Expenditures** – The current bills were presented for approval. Vice-President Karen Allgeier moved to approve the bills as submitted; seconded by Member David Taylor. Motion carried 6-0.
- 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: None

REPORTS:

Chief of Police

- A. Full-time Police Officer** – Manager Dana D. Schreckengost stated something came up and Police Chief Vince Markle was unable to attend tonight's meeting so we need to postpone this until the next meeting. Manager Dana D. Schreckengost stated the potential hire needs to go through a psychological exam which is scheduled for this weekend. Vice-President Karen Allgeier moved to table this topic until the next meeting on May 19th; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.

Committee Reports

A. Strategic Planning Committee

1. **Agreement** – Strategic Planning Committee Chairman Phil Hynes stated we have a proposal for the professional service agreement, and asked Solicitor Jim Dennison if he took a look at it and if he had any objections to it. Solicitor Jim Dennison stated he had no objections and just a few corrections on the second page where it refers to Luzerne County it should be Jefferson. President Phil Hynes stated this is the study we are going to have completed. President Phil Hynes stated we previously voted on it, and at this point he just needs a motion that would allow us to sign and enter into the service agreement. Member David Taylor asked if someone could send him a copy of their proposal because he has never seen it. Manager Dana D. Schreckengost stated sure, not a problem. Vice-President Karen Allgeier moved to authorize the signing of the strategic planning agreement to provide us with a comprehensive plan for the Borough of Brookville; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.

Solicitor

- A. **Ordinance 1105 and Ordinance 1106– Rezoning** – Solicitor Jim Dennison stated we need to figure out when we are going to do those ordinances, and we would have to advertise that. After some discussion, Solicitor Jim Dennison stated let us do it on the first Tuesday in June. Council Members in general agreed this would be a good day. Solicitor Jim Dennison stated we will take care of the two zoning ordinances and the Pension Ordinance.

Borough Manager

- A. **Assistant Code Enforcement/Zoning Officer** – Manager Dana D. Schreckengost stated during this uncertain time she thinks it would be good if we had somebody else to help with Code Enforcement, particularly her since she is actually in the office during some of these shut downs. Manager Dana D. Schreckengost stated she was wondering if Council would be available to name her as the Assistant Code Enforcement Officer and Zoning Officer. Manager Dana D. Schreckengost stated she can sign papers that way and hold the same legality as our current interim Zoning Officer and Code Enforcement Officer as Emerson Turnbull would at this time. Vice-President Karen Allgeier moved to name Manager Dana D. Schreckengost as the Assistant Code Enforcement Officer and Zoning Officer; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.

UNFINISHED BUSINESS:

- A. **Census Update** – Census Committee Member Karen Allgeier stated she spoke with Heather Conrad this morning, and we have two census tracts here in Brookville that are divided by Interstate Eighty. Census Committee Member Karen Allgeier stated our northern one is ninety-five oh four and our southern one is ninety-five oh five. Census Committee Member Karen

Allgeier stated we are doing quite well as our northern one has a ninety-eight point three percent return rate, and our southern one has a fifty-one point one percent return rate. Census Committee Member Karen Allgeier stated the national average is fifty-six point six and this is primarily internet and phone submissions. Census Committee Member Karen Allgeier stated anyone with a post office box did not receive a form. Census Committee Member Karen Allgeier stated in our southern half ninety-five percent are listed as rentals, and they are not getting much response from them or the landlords. Census Committee Member Karen Allgeier stated in the northern part twenty-three percent are rentals and their field operation in State College is shut down, and they are talking about being able to go back into the field August 14th through October 31st. Census Committee Member Karen Allgeier stated the advertising is working to a certain extent, but if we could get something out in the water bills it would really help the people who do not have internet or the renters who are paying their own water because otherwise we will have to put the onus on landlords to tell us how many units they have and how many people are in each unit.

- B. Paint the Town Blue and White** – Vice-President Karen Allgeier stated we contacted most of the business owners downtown asking them to decorate their windows in blue and white. Vice-President Karen Allgeier stated if they are not open, something with Raider pride. Vice-President Karen Allgeier stated we have gotten a lot of support for this. Vice-President Karen Allgeier stated she spent forty-five minutes on the phone with Mrs. Barbazzeni from the high school and as of right now they have a June 2nd graduation date at the drive-in at which time they may want to come to town afterwards. Vice-President Karen Allgeier stated the details are still in flux at this point, and rain dates are June 3rd and June 9th. Vice-President Karen Allgeier stated people are starting to decorate, and Light up the Scoreboard will happen on May 22nd where they will put twenty-twenty up on the football scoreboard and light up the football field for them. Vice-President Karen Allgeier stated there is supposedly a procession of cars that will be going with seniors and supporters in it, and that is why they asked that the town be painted blue and white by then. Vice-President Karen Allgeier stated they will hang ribbons and paint brushes that have been painted blue and white on the parking meters downtown. Vice-President Karen Allgeier moved to allow them to decorate the parking meters downtown with ribbons and paint brushes for Paint the Town Blue and White; seconded by Member David Taylor. Motion carried 6-0.

- C. Brookville High School Girls Soccer Club/Stain Pavilions on Depot Street** - President Phil Hynes stated down on Depot Street the Brookville High School Girls Soccer Club are working with the Rail Trail Association and they are going to put preservative stain on the pavilions down there and the one at Coder if that is acceptable to everyone. Member Ken King stated he was good with that. Vice-President Karen Allgeier moved to allow the Brookville High School Girls Soccer Club to use the materials provided by the Rail Trail

Association to preserve the pavilions along the Depot Street Trail; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.

NEW BUSINESS:

- A. **Member Rick Baughman's Resignation** - Member Rick Baughman stated the 8th of this month he will be having a change of address that will be outside Brookville Borough and that eliminates him from being eligible to be on Brookville Borough Council. Member David Taylor stated we will miss you. President Phil Hynes stated quite honestly of all the new Council Members he has seen in the past ten years, you have been very involved right from the start. President Phil Hynes thanked him for his service and stated it has been well above the norm. Member Rick Baughman thanked President Phil Hynes. After some discussion, Vice-President Karen Allgeier moved to accept Member Rick Baughman's resignation with deep regret; seconded by Second Vice-President Randy Bartley. Motion carried 6-0. President Phil Hynes stated with that motion we are faced with the dilemma of having to appoint yet another Member of Council. President Phil Hynes stated there have been several people that have voiced some interest both the last time and now. President Phil Hynes stated it is up to Council how we want to handle this. After some discussion, Vice-President Karen Allgeier moved to post the Council seat vacancy on the Borough Facebook page and on the Borough website as well as advertise it for a one time run in the Jeffersonian Democrat asking those interested to submit a letter of intent by a certain deadline; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION:

- A. **Alex Nelson/Census** – Reporter Alex Nelson asked what the percentage is of people living in rental properties. Vice-President Karen Allgeier stated Heather Conrad stated there is ninety-five percent rental in the southern portion of the section of ninety-five oh five. Vice-President Karen Allgeier stated section ninety-five oh five covers more than just Brookville, and it goes down into Rose Township.

ADJOURNMENT:

Second Vice-President Randy Bartley moved to adjourn; seconded by Member David Taylor. Motion carried 6-0 at 7:40 P.M.

Borough Manager

