

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday September 1, 2020 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, September 1, 2020 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

Phil Hynes
Karen Allgeier
Randy Bartley
Ken King
Todd Gumphier
David Taylor
Lucy Ames

STAFF

Manager Dana Rooney
Police Chief Vince Markle
Fire Chief Chris Henry
Zoning & Health Officer -
Emerson Turnbull
Code Enforcement Officer -
Vince Markle
Recorder Christine Gunning
Solicitor Jim Dennison

VISITOR/MEDIA

Nick LaBelle
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 (August 4, 2020):

Vice-President Karen Allgeier moved to approve the minutes of the August 4th meeting as submitted; seconded by Member David Taylor. Motion carried 7-0.

FINANCIAL REPORTS:

- A. Approval of Expenditures** – The current bills were presented for approval. President Phil Hynes asked if there were any additions or questions. Vice-President Karen Allgeier moved to approve the bills as submitted; seconded by Member David Taylor. Motion carried 7-0.
- B. Fund Level Financial Statements** – President Phil Hynes stated you have the Financial Statements Summary, and if there are questions we are available.

PUBLIC COMMENT: None

REPORTS:

Chief of Police

- A. Statistics** – Police Chief Vince Markle stated in the month of August the Police Department had 181 calls for service, wrote 186 citations, 139 warnings, 241 parking tickets, 10 felonies, 25 misdemeanors, 3 summaries, and 4 drug arrests.
- B. PoliceOne Academy Training** – Police Chief Vince Markle stated his officers completed 34 classes on the PoliceOne site in August.

- C. **Officer of the Month** – Police Chief Vince Markle stated Officer Andrew Turnbull was the Officer of the Month for August.
- D. **Classes** – Police Chief Vince Markle stated the officers will be taking three classes this month including culture awareness and diversity overview training, generational differences for law enforcement, and understanding the LGBTQ community.

Fire Chief – Fire Chief Chris Henry read his written report (attached).

Director of Public Works – President Phil Hynes stated Public Works Director Dave Vallosio is not here, but he gave his report to Manager Dana Rooney. Manager Dana Rooney stated we had to update our school light timer. Manager Dana Rooney stated with Fridays being half a day at school now our two lights were not in sync to handle that but they are working properly now.

Zoning and Health Officer – Zoning and Health Officer Emerson Turnbull read his written report (attached).

Code Enforcement – Code Enforcement Officer Vince Markle stated they had 8 grass and weed complaints, 1 animal, 6 garbage, 4 vehicles removed, 2 property cleanups, and 1 court hearing.

Committee Reports

A. Census Committee

- 1. **Update on 2020 Census** – Vice-President Karen Allgeier stated we are within ten percent of where we were in 2010 with the Census. Vice-President Karen Allgeier stated Census takers are out walking around going door to door to people who have not responded. Vice-President Karen Allgeier stated they are wearing masks and face shields, and they practice social distancing. Vice-President Karen Allgeier stated we want to hit that four thousand person mark. Vice-President Karen Allgeier stated the Census ends on September 30th, and the numbers will not come out until the first of the year. Vice-President Karen Allgeier thanked everyone who got the word out about turning in your Census. President Phil Hynes asked how long the billboard regarding the Census will be up, and Vice-President Karen Allgeier stated until the end of September.

Solicitor - Solicitor Jim Dennison stated Manager Dana Rooney sent him a letter we received from Comcast. Solicitor Jim Dennison stated we are in a ten-year contract with them and they are entitled to renegotiate by law under the FCC rules. Solicitor Jim Dennison stated we have to decide if we want to negotiate some new elements into the contract. Solicitor Jim Dennison stated usually the Borough uses a firm called Cohen Law Group out of Pittsburgh. President Phil Hynes asked if he could have a motion to hire the Cohen Law Group. Member David Taylor moved to hire the Cohen Law Group; seconded by Vice-President Karen Allgeier. Motion carried 7-0.

Borough Manager

A. Inter Fund Loans

1. **Street Light Fund** – Manager Dana Rooney stated back in the end of 2019 we did an inter fund loan where the General Fund gave the Street Light Fund money to help it until it got more tax revenue. Manager Dana Rooney stated we did a couple different loans so we have to put them back in the order that we took them.
 - a. **\$1,000.00 Loan** - Manager Dana Rooney stated first she would like to return \$1,000.00 to the General Fund from the Street Light Fund to repay the loan that was made on December 4, 2019. Vice-President Karen Allgeier moved to approve returning \$1,000.00 to the General Fund from the Street Light Fund to repay the loan that was made on December 4, 2019; seconded by Second Vice-President Randy Bartley. Motion carried 7-0.
 - b. **\$5,000.00 Loan** – Manager Dana Rooney stated next she would like to repay a \$5,000.00 loan to the General Fund from the Street Light Fund that was made on December 30, 2019. Vice-President Karen Allgeier moved to approve repaying a \$5,000.00 loan to the General Fund from the Street Light Fund that was made on December 30, 2019; seconded by Member Lucy Ames. Motion carried 7-0.
 - c. **\$20,000.00 Loan** – Manager Dana Rooney stated we made a \$20,000.00 loan on January 2, 2020, and she would like Council to consider not repaying that loan. Manager Dana Rooney stated the General Fund is o.k. from a financial standpoint, and if we repay that loan the Street Light Fund will be in need of money again so she would like to leave the \$20,000.00 in the Street Light Fund. Member David Taylor moved to approve leaving the \$20,000.00 loan in the Street Light Fund as presented; seconded by Vice-President Karen Allgeier. Motion carried 7-0.

B. Cash Transfers

1. **From PLGIT to Liquid Fuels Fund for Street Paving** – Manager Dana Rooney stated she would like to pay for our street paving, so she would like to pull \$20,000.00 from our PLGIT into Liquid Fuels at S&T Bank so we can write a check for that. Vice-President Karen Allgeier moved to approve transferring \$20,000.00 from PLGIT to our S&T Bank account for the Liquid Fuels Fund; seconded by Member David Taylor. Motion carried 7-0.
2. **From General Fund S&T Bank Account to PLGIT for Interest** – Manager Dana Rooney stated she would like to pull \$50,000.00 from our General Fund S&T Bank account and move it to PLGIT so it earns more interest. Vice-President Karen Allgeier moved to approve transferring \$50,000.00 from our General Fund S&T Bank account to PLGIT; seconded by Member Lucy Ames. Motion carried 7-0.

- C. **2021 Minimum Municipal Obligation (MMO) Calculations** – Manager Dana Rooney stated in your packets you have your 2021 Minimum Municipal Obligation worksheet for the Borough's pension fund. Manager Dana Rooney

stated it is significantly decreased for 2021 because we have no unfunded liability. Manager Dana Rooney stated we have a surplus of \$14,439.00. Manager Dana Rooney stated our 2021 pension calculation is \$27,243.00 and she needs a motion to accept that. Vice-President Karen Allgeier moved to accept the 2021 Minimum Municipal Obligation for the Borough's pension fund in the amount of \$27,243.00; seconded by Second Vice-President Randy Bartley. Motion carried 7-0.

- D. Executive Session** – Manager Dana Rooney requested an executive session for a personnel matter with possible action.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

- A. Member David Taylor** – Member David Taylor stated Member Ken King asked about any possible funding for sidewalks. Member David Taylor stated PennDOT has a program called Multimodal Fund, and streetscaping and sidewalks are among the various allowable things within that program. Member David Taylor stated the application period is closed right now, but this might be something we want to look at for streetscape and sidewalk improvements. Vice-President Karen Allgeier asked Solicitor Jim Dennison if property owners are responsible for the sidewalks on their properties. Solicitor Jim Dennison stated yes, generally. Solicitor Jim Dennison stated whenever they did the streetscape they hired an architecture firm to do it and draw up the plans for it, so if you are going to apply for any type of loan or something it might be wise to look into hiring someone to tell you what to do. Solicitor Jim Dennison stated the sidewalks are within the Borough and state right of way, and mainly it is the obligation of the property owner subject to secondary liability of the Borough to make sure the property owners do what they need to do to keep them in good shape. Solicitor Jim Dennison stated if the property owner is not taking care of them the Borough can begin to assume some liability if they let people remain in a dangerous condition. Member David Taylor asked Manager Dana Rooney where we are on the Strategic Plan, and Manager Dana Rooney stated she reached out to them this afternoon asking them for an update but has not heard anything back yet.
- B. Member Lucy Ames** – Member Lucy Ames thanked the Brookville Police Department and the Brookville Volunteer Fire Company for everything they do. Member Lucy Ames congratulated Member David Taylor on being named to the Hall of Fame.
- C. Member Todd Gumpher** – Member Todd Gumpher commended the Brookville Police Department and the Brookville Volunteer Fire Company for doing a great job.
- D. Member Ken King** – Member Ken King stated he was happy to see Bill Kutz and David Taylor become Brookville Area High School Hall of Famers.

Member Ken King stated he misses Bill Kutz sitting there beside him.
Member David Taylor stated he thinks we all do.

- E. **Second Vice-President Randy Bartley** – Second Vice-President Randy Bartley stated he observed on Main Street some of the more active property owners have taken matters into their own hands and have done some renovations. Second Vice-President Randy Bartley stated he knows the county is looking at renovating the sidewalk in front of the Courthouse, and he is afraid that if we do not make an overall plan we will have a patchwork Main Street.
- F. **Vice-President Karen Allgeier** – Vice-President Karen Allgeier thanked Police Chief Vince Markle, Fire Chief Chris Henry, and Code Enforcement for all that they do. Vice-President Karen Allgeier stated the Brookville Community Theatre is trying to raise funds by selling soup on September 11th to help replace the roof at the Columbia Theatre.
- G. **President Phil Hynes** – President Phil Hynes stated Council has had a several month's run of relatively mild meetings and it has been nice. President Phil Hynes stated not a lot has been happening, and he thinks it has a lot to do with the pandemic. Member David Taylor stated he had a question for President Phil Hynes. Member David Taylor stated at the meeting last time we talked about going from two meetings a month to one meeting a month. Member David Taylor asked is there any magic in that, or are we going to wait and see? Manager Dana Rooney stated she would like to hold off until the start of the year, and evaluate when we go to advertise. President Phil Hynes asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION:

- A. **Alex Nelson – East Main Street** – Reporter Alex Nelson asked if the work being done on East Main Street right now is part of the big intersection construction problem. Manager Dana Rooney stated yes, that is the state's project continuing on.

EXECUTIVE SESSION:

Brookville Borough Council entered an executive session at 7:28 P.M. to discuss a personnel matter with possible action. Executive session ended at 7:40 P.M. with the following action taken:

Vice-President Karen Allgeier made a motion to hire J's Custom Cleaning effective immediately; seconded by Member Todd Gumpher. Motion carried 7-0.

ADJOURNMENT:

Vice-President Karen Allgeier moved to adjourn; seconded by Member David Taylor. Motion carried 7-0 at 7:40 P.M.

Borough Manager

