

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday October 6, 2020 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, October 6, 2020 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

Mayor Richard Beck
Karen Allgeier
Randy Bartley
Todd Gumphier
David Taylor
Lucy Ames
Warren Corbett

STAFF

Manager Dana Rooney
Police Chief Vince Markle
Director of Public Works -
Dave Vallosio
Zoning/Health Officer -
Emerson Turnbull
Code Enforcement Officer –
Vince Markle
Recorder Christine Gunning
Solicitor Jim Dennison

VISITOR/MEDIA

Nick LaBelle
Alex Nelson
Paula Hanna
Stephanie Seidle

CALL TO ORDER:

Vice-President Karen Allgeier 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 (September 2, 2020):

Member David Taylor moved to approve the minutes of the September 2nd meeting as submitted; seconded by Second Vice-President Randy Bartley. Motion carried 5-0.

FINANCIAL REPORTS:

- A. Approval of Expenditures** – The current bills were presented for approval. Vice-President Karen Allgeier stated there are two sheets; one is from the middle of the month meeting in September, as well as the most current bill page. Member David Taylor stated he had a couple of questions, and Manager Dana Rooney stated sure. Member David Taylor asked what does Delta Contractors do? Manager Dana Rooney stated those were the new steps off of Head Start and the sidewalk along Western Avenue. Member David Taylor asked what about Irr Supply Centers? Manager Dana Rooney stated they are the new air and heating conditioning units for the individual rooms in the building. Member David Taylor asked what did we pay the Pennsylvania State Association of Boroughs (PSAB) eighty-one thousand dollars for? Manager Dana Rooney stated that is the police pension's contribution from the Borough. Member David Taylor asked what about Troxell? Manager Dana Rooney stated that is our new CPA's firm's name. Manager Dana Rooney stated the company is the same, only the name changed. Manager Dana Rooney stated that is part of our 2019 audit. Second

Vice-President Randy Bartley moved to approve the bills as submitted; seconded by Member Todd Gumphrey. Motion carried 5-0.

- B. Fund Level Financial Statements** – Vice-President Karen Allgeier stated you have the Fund Level Financial Statement Summary, and if there are questions, she and Manager Dana Rooney will do their best to answer them.

PUBLIC COMMENT:

- A. Paula Hanna – Roads to Recovery** – Paula Hanna stated hi and she also has with her Stephanie Seidle, their Office Manager. Stephanie stated they have been serving the Clarion County area since 2008 with mental health services for adults. Stephanie stated they recently received a contract from the state to provide to our kids. Stephanie stated we recently just got approved to start in Jefferson and Clearfield County. Stephanie stated we provide mental health services in the home for ages fourteen and above. Stephanie stated they have seen a rise with substance abuse and mental health in kids ages fourteen to eighteen. Stephanie stated adults from the jail are homeless when they get out, and they try to get them housing and a job. Stephanie stated they wanted to let Council know they are in Jefferson County now. Vice-President Karen Allgeier asked if they have been in touch with Community Connections in DuBois, and stated she is the Chairman of the Advisory Committee. Stephanie stated their main office is on Locust Street. Karen Allgeier stated they are having an advisory board meeting on October 14th, and if they leave their packet of information with her, she will make sure they get it. Stephanie stated they are growing and they just wanted to let Council know. Stephanie stated they have an office in Clearfield and Clarion. Council Members thanked Paula and Stephanie for coming to the meeting.

REPORTS:

Zoning and Health Officer – Zoning and Health Officer Emerson Turnbull read his written report (attached). Member David Taylor asked what the Eagles Club is doing with their signage. Zoning and Health Officer Emerson Turnbull stated they are putting a new sign above their door.

Chief of Police

- A. Statistics** – Police Chief Vince Markle stated in the month of September the Police Department had 203 calls for service, wrote 157 citations, 124 warnings, 259 parking tickets, had 2 felonies, 19 misdemeanors, 13 summaries, and 2 drug arrests.
- B. Fall Fitness Challenge** – Police Chief Vince Markle stated twelve officers from the Brookville Police Department and Sheriff's Department participated in the Fall Fitness Challenge.
- C. Training** – Police Chief Vince Markle stated they sent an officer to one week of School Resource Officer (SRO) training. Police Chief Vince Markle stated officers this month will do COVID-19 for law enforcement training, airborne and bloodborne pathogens training, and training for developing effective communication skills.

Fire Chief – Manager Dana Rooney read Fire Chief Chris Henry’s written report (attached).

Director of Public Works – Public Works Director Dave Vallosio stated the Borough crew along with Delta Contracting have been working in unison to change the entrance to the Head Start on Western Avenue. Public Works Director Dave Vallosio stated the Borough crew removed the handicapped ramps, patio, and brick sidewalk. Public Works Director Dave Vallosio stated Delta Contractors replaced the sidewalk with concrete, put in a ramp, and a set of pre-cast steps. Public Works Director Dave Vallosio stated a handrail has been ordered to be installed. Public Works Director Dave Vallosio stated they also have been removing sediment in the flood control area of Miller Welding.

Code Enforcement – Code Enforcement Officer Vince Markle stated they had 6 properties cleaned up, 5 grass and weed complaints, 4 vehicles removed, 5 house inspections, sent 5 notices to property owners, and a person was issued a warrant for their arrest over code enforcement.

Committee Reports

A. Census Committee

1. **Update on 2020 Census** – Vice-President Karen Allgeier stated she got an email from our Census Representative Heather Conrad, and the census was over yesterday. Vice-President Karen Allgeier stated ninety-eight point four percent of Pennsylvanians have been counted, and that is all that we have right now until they start putting forth the numbers. Vice-President Karen Allgeier stated she hopes we have four thousand people and are once again an entitlement community so we can acquire Community Development Block Grant (CDBG) funds.

Solicitor – No Report

Borough Manager

- A. **Pennsylvania Small Water and Wastewater Grant – Marlin Street** – Manager Dana Rooney stated we had applied for a Pennsylvania Small Water and Wastewater Grant for the Marlin Street stormwater project. Manager Dana Rooney stated unfortunately we are not the recipient of any funds.
- B. **Street Department Contract** – Manager Dana Rooney stated the Borough settled a new three-year contract with our Street Department employees. Manager Dana Rooney stated some slight changes were made to the contract. Manager Dana Rooney stated they bumped up how quickly they get vacation, and one hundred and twenty hours is given to them when they reach their seventh year instead of their ninth year. Manager Dana Rooney stated their boot allowance went up fifty dollars per year, and for the first year of the contract they will see a one and a half percent wage increase. Member David Taylor moved to approve the new Street Department Contract as presented; seconded by Second Vice-President Randy Bartley. Motion carried 5-0.

- C. **Special Event Permit – Pumpkin Roll** – Manager Dana Rooney stated we have a special event permit for the Pumpkin Roll scheduled to start at 2:00 P.M. on Sunday November 1st. Member Lucy Ames moved to approve the special event permit for the Pumpkin Roll as presented; seconded by Member Todd Gumphier. Motion carried 5-0.
- D. **Cash Transfers** – Manager Dana Rooney stated we need to make some cash transfers.
1. **Fire Fund** – Manager Dana Rooney stated she would like to move \$20,000.00 from the S&T Bank Fire Fund to the PLGIT Fire Fund to gain some additional interest. Member David Taylor moved to approve transferring \$20,000.00 from the S&T Bank Fire Fund to the PLGIT Fire Fund as presented; seconded by Second Vice-President Randy Bartley. Motion carried 5-0.
 2. **General Fund** – Manager Dana Rooney stated she would like to move \$50,000.00 from the S&T Bank General Fund to the PLGIT General Fund. Second Vice-President Randy Bartley moved to approve transferring \$50,000.00 from the S&T Bank General Fund to the PLGIT General Fund; seconded by Member David Taylor. Motion carried 5-0.
 3. **Reserve Fund** – Manager Dana Rooney stated she would like to move \$100,000.00 from our PLGIT General Fund to our PLGIT Reserve Fund which is set up for a major project that was not planned, or for a natural disaster until federal funding kicks in. Member Lucy Ames moved to approve transferring \$100,000.00 from our PLGIT General Fund to our PLGIT Reserve Fund as presented; seconded by Member David Taylor. Motion carried 5-0.
- E. **Resolution 560-20 – CARES Act Funds** – Manager Dana Rooney stated we have Resolution 560-20 which is a resolution for application to Jefferson County for some of their CARES Act Funds which is money they received due to the COVID pandemic. Manager Dana Rooney stated we are applying for some of that money to help offset our Police Department's salary during the pandemic because they are a mandatory service. Manager Dana Rooney stated we are applying for \$34,154.12. Second Vice-President Randy Bartley moved to approve Resolution 560-20 for CARES Act Funds; seconded by Member Todd Gumphier. Motion carried 5-0.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. **2020 Halloween** – Mayor Richard Beck stated the Brookville Volunteer Fire Company parade will be on Saturday, October 31st from 5:00 P.M. to 6:00 P.M. followed by trick or treat from 6:00 P.M. to 8:00 P.M.

ELECTED OFFICIAL COMMENTS:

- A. **Alternate Junior Council Member Warren Corbett** – Vice-President Karen Allgeier introduced Alternate Junior Council Member Warren Corbett, and stated he is sitting in for Junior Council Member Taylor Reitz. Vice-President

Karen Allgeier stated Alternate Junior Council Member Warren Corbett is a senior at the Brookville Area High School. Alternate Junior Council Member Warren Corbett stated the students have been busy since school started with sports. Alternate Junior Council Member Warren Corbett stated today cross country volleyball and soccer all had a game or meet, homecoming is this Friday, and spirit week comes with homecoming. Alternate Junior Council Member Warren Corbett stated clubs started to meet last week and will start fundraising soon to get money for field trips. Vice-President Karen Allgeier stated both Junior Council Member Taylor Reitz and Alternate Junior Council Member Warren Corbett need to come to the meeting in November to get sworn in.

- B. Mayor Richard Beck** – Mayor Richard Beck stated Police Chief Vince Markle put a lot of time and effort into setting up the last training they had, and congratulated him on the great job he did.
- C. Member Lucy Ames** – Member Lucy Ames thanked the Brookville Police Department and the Brookville Volunteer Fire Company for everything they do. Member Lucy Ames stated she had a question about the email Manager Dana Rooney sent regarding veterans banners. Member Lucy Ames asked if there are going to be veterans banners. Manager Dana Rooney stated the Laurel Festival and the Veterans Association are in the works to bring veterans banners to Main Street. Manager Dana Rooney stated there will be an application process to get banners, but they have not received one hundred percent approval from Penelec to hang the banners. Manager Dana Rooney stated once that is received, there will be applications made available for people to purchase a veterans banner.
- D. Member Todd Gumphier** – Member Todd Gumphier commended Police Chief Vince Markle on the trainings and events he has put on for the officers to keep them in shape. Member Todd Gumphier stated good job Chief Markle.
- E. Second Vice-President Randy Bartley** – Second Vice-President Randy Bartley stated he loves to see the old traditions continue like the Halloween Parade and the Pumpkin Roll.
- F. Vice-President Karen Allgeier** – Vice-President Karen Allgeier stated she is glad the census is over, and that it is one less thing for her to keep track of. Vice-President Karen Allgeier stated she saw the pictures and videos on the officer's Facebook Page of the training they had – what a great thing. Vice President Karen Allgeier stated they all seemed to be having a great time, and it was very well received from what she understood. Vice-President Karen Allgeier thanked Manager Dana Rooney and Code Enforcement Officer Vince Markle for everything they are doing in code enforcement, thanked the Brookville Volunteer Fire Company for doing a great job, and thanked Council for letting her do this tonight. Vice-President Karen Allgeier asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

ADJOURNMENT:

Second Vice-President Randy Bartley moved to adjourn; seconded by Member Todd Gumphier. Motion carried 5-0 at 7:38 P.M.

Borough Manager