

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

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

**COUNCIL MEMBERS**

Mayor Richard Beck  
Phil Hynes  
Karen Allgeier  
Randy Bartley  
Ken King  
David Taylor  
Lucy Ames – via phone

**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 (October 6, 2020):**

Vice-President Karen Allgeier moved to approve the minutes of the October 6<sup>th</sup> meeting as submitted; seconded by Member David Taylor. Motion carried 6-0.

**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 dated October 20, 2020 and the additional invoices for this evening's meeting; seconded by Second Vice-President Randy Bartley. 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 you have any questions.

**PUBLIC COMMENT:**

- A. Jolene – Brookville Chamber – December Meter Covers** – President Phil Hynes stated Jolene from the Chamber of Commerce was scheduled to address Council. President Phil Hynes stated she was not able to attend, but she gave Manager Dana Rooney the information. Manager Dana Rooney stated the Chamber of Commerce has taken over covering the parking meters and they were here to request that they be covered for the month of December. Manager Dana Rooney stated last year they noticed that cars were not changing spots meaning

that someone was taking that parking and it was not being used as a true customer parking. Manager Dana Rooney stated the Brookville Chamber of Commerce took it upon themselves after reading a newspaper article on that and wrote a note to us last year saying they would talk to the businesses. Manager Dana Rooney stated if we make this motion, she would like to reiterate that they go ahead and do that this year and reiterate to the business owners that the free parking is really a true customer driven thing. Manager Dana Rooney stated it was also brought up that the Borough should discuss it with the Courthouse as well. After some discussion, Vice-President Karen Allgeier moved to approve free parking December first through January second with the stipulation that Jolene contact the area businesses and ask them to ask their employees not to park on Main Street; seconded by Member David Taylor. Motion carried 6-0.

## **REPORTS:**

### **Chief of Police**

- A. **Statistics** – Police Chief Vince Markle stated in the month of October the Police Department had 149 calls for service, wrote 167 citations, 127 warnings, 216 parking tickets, 10 felonies, 22 misdemeanors, 11 summaries, and 2 drug arrests.
- B. **Officer of the Month** – Police Chief Vince Markle stated Officer Andrew Turnbull was Officer of the Month.

**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 tonight, but he gave his report to Manager Dana Rooney. Manager Dana Rooney stated all work orders are current, and it is leaf season so the leaf trucks are going around picking up leaves. Manager Dana Rooney stated rake them to the edge of your property and not onto the road.

**Zoning and Health Officer** – Zoning and Health Officer Emerson Turnbull read his written report (attached). Second Vice-President Randy Bartley asked what HAP stood for, and Zoning Officer Emerson Turnbull stated Highway Access Permit.

**Code Enforcement** – Code Enforcement Officer Vince Markle stated they had two dumpsters brought into different houses this month to clean the houses out. Code Enforcement Officer Vince Markle stated they had a huge brush pile burnt by the Brookville Volunteer Fire Company which made a big difference on Ridge Avenue. Code Enforcement Officer Vince Markle stated they had a vehicle removed after the second citation, and 3 property cleanups. Code Enforcement Officer Vince Markle stated you are not allowed to burn leaves in town, and they will start issuing citations. Solicitor Jim Dennison stated the ordinances are all online, and you cannot burn leaves, couches, or plastic.

## **Committee Reports**

### **A. Finance Committee**

1. **2021 Budgets** – Finance Committee Chair Karen Allgeier stated all the Members of Council were provided by email a copy of the 2021 Budget. Finance Committee Chair Karen Allgeier stated she wanted to thank Public Works Director Dave Vallosio, Police Chief Vince Markle, and Manager Dana Rooney for putting together a budget that when the Finance Committee got to it there was very little for them to move around or change. Finance Committee Chair Karen Allgeier stated it was one of the easiest years for the budget that she can remember in the number of years she has been on the Finance Committee. Finance Committee Chair Karen Allgeier stated at this time coming from the Finance Committee, if there are no questions on the budget, she would like to provide a motion to put the budget out for public review effective immediately, as it has to be reviewed by the public prior to us accepting it as the budget for the 2021 fiscal year. President Phil Hynes asked if anyone had any questions about the budget. Member David Taylor and Second Vice-President Randy Bartley stated good job. Finance Committee Chair Karen Allgeier stated there will not be a tax increase. President Phil Hynes stated since this motion is coming from committee, we do not need a second. President Phil Hynes asked all Council Members in favor of putting the 2021 budget on display to say ‘Aye’. Motion carried 6-0.

**Solicitor** - Solicitor Jim Dennison stated Member David Taylor has an update on the Planning Commission later. Solicitor Jim Dennison stated he has to get with Police Chief Vince Markle and do a tour around Brookville and see if some issues have been taken care of. Solicitor Jim Dennison stated he is also working with the county on a Pickering Street and Church Street property in determining whether to file a petition with the court, so that is progressing. Member David Taylor stated on that property up there he was told there is a U.S. Geological Survey bench mark up there someplace that should not be messed with. Solicitor Jim Dennison stated he will take a look at it.

### **Borough Manager**

- A. **New Address Approval** – Manager Dana Rooney stated we have a new address approval this evening for 6 Maple Street where a new house is being built. Manager Dana Rooney stated the property owner has filled out the forms, and the county has given their blessing on that address. Second Vice-President Randy Bartley moved to approve a new address of 6 Maple Street for a new house being built; seconded by Vice-President Karen Allgeier. Motion carried 6-0.
- B. **Resolution 561-20 – Berkheimer Tax Records** – Manager Dana Rooney stated we have Resolution 561-20 for Berkheimer tax records which makes her the authorized representative to get the requests from Berkheimer. Second Vice-President Randy Bartley moved to approve Resolution 561-20; seconded by Vice-President Karen Allgeier. Motion carried 6-0.

- C. Boards and Commissions** – Manager Dana Rooney stated we have some boards and commissions that have some openings. Manager Dana Rooney stated we have two vacancies on the Code Enforcement Appeal Board. Manager Dana Rooney stated Rick Baughman moved out of the Borough so he is no longer eligible to be on that board, and his term was good through 2022. Manager Dana Rooney stated the other one is Matt Smith and his term is up at the end of this year. Manager Dana Rooney stated he took a promotion at his full-time job which makes him no longer eligible to serve on that board as well. Manager Dana Rooney stated Member Lucy Ames was appointed to Brookville Borough Council on behalf of Rick Baughman and she has expressed interest that she would be willing to fill that Code Enforcement Appeal Board position on behalf of Rick Baughman as well. Vice-President Karen Allgeier moved to accept Lucy Ames as Code Enforcement Appeal Commissioner in Richard Baughman's stead till the end of his term which would be the end of her term; seconded by Member David Taylor. Motion carried 6-0. Manager Dana Rooney stated we still have a vacancy on the Code Enforcement Appeal Board for a full five-year term.
- D. Executive Session** – Manager Dana Rooney requested an executive session for a personnel matter with action expected.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- A. Rezoning Progress Street** – Member David Taylor stated on behalf of the Planning Commission, the Progress Street issue came before Brookville Borough Council several months ago about a rezoning from Office Commercial (OC) to Medium Density Residential (MDR). Member David Taylor stated Brookville Borough Council kicked it around and threw it back to the Planning Commission for more study. Member David Taylor stated the Planning Commission met, discussed it at some length, and then tabled it for more study. Member David Taylor stated the Planning Commission met in October and discussed it again. Member David Taylor stated they reached a compromise and the recommendation from the Planning Commission is for it to be rezoned from Office Commercial (OC) to Low Density Residential (LDR). Solicitor Jim Dennison stated Ordinance 1106 was the original ordinance. Solicitor Jim Dennison stated he revised it to change it from Medium Density Residential (MDR) to Low Density Residential (LDR), and it should be advertised. Vice-President Karen Allgeier moved to advertise Ordinance 1106 as it has been revised; seconded by Member David Taylor. Motion carried 6-0.
- B. New Car Wash Plans on East Main Street** – Member David Taylor stated he is supposed to present the highway occupancy pattern for the traffic flow at the proposed new car wash on East Main Street and Taylor Street. Manager Dana Rooney stated this went through the Planning Commission and it was approved on the contingency that they acquire their Highway Occupancy Permit (HOC) which they did not have at the time. Manager Dana Rooney

stated they do have approval from the state now to come off of the state road, and it is now in front of Council for approval. Vice-President Karen Allgeier moved to approve the plan as it was submitted; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.

#### **ELECTED OFFICIAL COMMENTS:**

- A. Mayor Richard Beck** – Mayor Richard Beck thanked the Brookville Volunteer Fire Company, and stated he appreciated what they did Halloween night. Mayor Richard Beck stated they came by his property two or three times, and they had the whole town to cover. Mayor Richard Beck stated they did a tremendous job.
- B. Member David Taylor** – Member David Taylor stated months ago Manager Dana Rooney passed on to Historic Brookville a notice about historic district signage that could be applied for. Member David Taylor stated Historic Brookville put together an application, and they agreed to sell us two. Member David Taylor stated one will go in front of the Presbyterian Church and the other in front of 106 Main Street. Member David Taylor stated Historic Brookville, Incorporated (HBI) got a grant for three thousand dollars to pay for these signs. Member David Taylor stated we would like to schedule the Borough crew to install them after leaf season. Second Vice-President Randy Bartley asked where the signs will be placed. Member David Taylor stated in the tree lawn which is the grass between the sidewalk and the curb. Member David Taylor stated we are so fortunate here to have the staff, the volunteers, the Code Enforcement folks, and the fire fighters that are making our town better. Member David Taylor stated not every community is as lucky as we are.
- C. Member Lucy Ames** – Member Lucy Ames stated she wanted to express her appreciation to Brookville Borough Council, David Taylor, and the Planning Commission. Member Lucy Ames stated she knows a lot of effort was put into this rezoning issue on Progress Street. Member Lucy Ames stated we came up with a solution that was amicable to everyone. Member Lucy Ames stated she really appreciates the effort the commission put into it.
- D. Member Ken King** – Member Ken King thanked the Brookville Police Department and the Brookville Volunteer Fire Company for the incredibly great work they do for our town.
- E. Second Vice-President Randy Bartley** – Second Vice-President Randy Bartley stated he is looking forward to waking up tomorrow and finding all of those political signs gone off of our tree lawns.
- F. Vice-President Karen Allgeier** – Vice-President Karen Allgeier thanked everyone who worked on the budget; Police Chief Vince Markle, Public Works Director Dave Vallosio, especially Manager Dana Rooney, her fellow committee members Phil Hynes, Randy Bartley, and Ken King – could not do it without all of you. Vice-President Karen Allgeier stated everybody got their wants, and we did not have to raise taxes. Vice-President Karen Allgeier stated that was a phenomenal feat by this group.

**G. President Phil Hynes** – President Phil Hynes thanked Vice-President Karen Allgeier for filling in for him at the last meeting. President Phil Hynes stated there has not been a lot on the agenda, and next month we will probably just meet once. President Phil Hynes stated we will review how often we will meet for the next year for advertising. Solicitor Jim Dennison stated there are a couple types of burning you can do. Solicitor Jim Dennison stated you can burn paper – no plastic - in a burn barrel once a day for not longer than thirty minutes. Solicitor Jim Dennison stated if you are doing open burning of tree limbs, you can do it on any day, but only once a week between the hours of 9:00 A.M. to noon. Solicitor Jim Dennison stated any fire that is bothering neighbors is a violation, and there is no burning of leaves or grass. President Phil Hynes asked the media if they had any questions.

**MEDIA COMMENTS/QUESTIONS/CLARIFICATION:**

- A. Nick LaBelle – Code Enforcement Appeal Board** – Reporter Nick LaBelle asked if someone wants to be on the Code Enforcement Appeal Board, what should they do? Manager Dana Rooney stated they can call into the office or they can email her a letter of interest at [manager@brookvilleborough.org](mailto:manager@brookvilleborough.org).
- B. Alex Nelson – Property** – Reporter Alex Nelson asked what property they were talking about. Manager Dana Rooney stated it is the church at the top of Pickering and Church Street.

**EXECUTIVE SESSION:**

Brookville Borough Council entered an executive session at 7:42 P.M. to discuss a personnel matter with action expected. Executive session ended at 7:47 P.M. with the following action taken:

Vice-President Karen Allgeier moved to hire a new part-time police officer, Jordan Merryman; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.

**ADJOURNMENT:**

Vice-President Karen Allgeier moved to adjourn; seconded by Second Vice-President Randy Bartley. Motion carried 6-0 at 7:48 P.M.

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Borough Manager

