

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday February 2, 2021 @ 7:00 P.M.

The Brookville Borough Council met via Zoom on Tuesday, February 2, 2021 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

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

STAFF

Manager Dana Rooney
Police Chief Vince Markle
Public Works Director -
Jonathan Rhoades
Code Enforcement Officer -
Vince Markle
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 stated he ran a quick poll and they decided not to have the Pledge of Allegiance in Zoom format.

CORRECTIONS/APPROVAL OF MINUTES (January 5, 2021):

Vice-President Karen Allgeier moved to approve the minutes of the January 5th meeting as submitted; seconded by Member Lucy Ames. 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. Member David Taylor asked what American Natural Supply on the January 19th bill page was for. Manager Dana Rooney stated that is our gas supplier. Member David Taylor asked what Civic Plus on the same page was for. Manager Dana Rooney stated that is our website. Member David Taylor asked what Jefferson Transport is hauling. Public Works Director Jonathan Rhoades stated anti-skid. Member David Taylor asked about WatchGuard. Manager Dana Rooney stated that is a police bill. Member David Taylor asked what Brian and Angela Riddle on the February 2nd bill page was for. Manager Dana Rooney stated that is a tax refund. Member David Taylor asked what Donald Hoffman on the same page was for. Manager Dana Rooney stated that is for parking meters. Vice-President Karen Allgeier moved to approve the bill pages dated January 19, 2021 and February 2, 2021 as submitted; seconded by Second Vice-President Randy Bartley. Motion carried 7-0.
- B. Fund Level Financial Statements** – President Phil Hynes stated you have the Fund Level Financial Statement Summary, and if there are questions, the appropriate people are here to answer them.

PUBLIC COMMENT:

- A. Letter from Jefferson County Democratic Committee** – Manager Dana Rooney read the letter from the Jefferson County Democratic Committee (attached).

REPORTS:**Chief of Police**

- A. Statistics for January** – Police Chief Vince Markle stated in January the Brookville Police Department had 144 calls for service, wrote 168 traffic citations, 169 warnings, and 182 parking tickets. Police Chief Vince Markle stated there was 1 drug arrest, 6 misdemeanors, 1 302, and 2 PoliceOne trainings.
- B. Comments** – Police Chief Vince Markle stated he thinks Public Works Director Jonathan Rhoades is a great addition to our team. Police Chief Vince Markle stated he and Manager Dana Rooney and Public Works Director Jonathan Rhoades have been working together, and came up with a plan to have the Borough crew start servicing their vehicles when they have time which will cut expenses almost in half. Police Chief Vince Markle stated he would like to thank Lucy Ames for everything she has done in helping them get the Civil Service moving to get our officer hired. Police Chief Vince Markle stated Friday will be the closing date for applications.

Fire Chief – Fire Chief Chris Henry submitted a written report (attached).

Public Works – Public Works Director Jonathan Rhoades read his written report (attached). Public Works Director Jonathan Rhoades stated he is seeking Council's approval to purchase a new used backhoe instead of purchasing a new pickup. Public Works Director Jonathan Rhoades stated we have a line item in the budget for \$55,000.00 for a new truck, however the backhoe has had some additional issues arise, and the funds would be better spent on a new backhoe. Public Works Director Jonathan Rhoades stated they are still working out the details, but he found a used backhoe and they would take our current backhoe as a trade. Public Works Director Jonathan Rhoades stated the price would roughly be \$35,000.00 in addition to the trade. After some discussion, Vice-President Karen Allgeier moved to purchase a backhoe in place of a truck, and trade in the current backhoe; seconded by Member Todd Gumphier. Motion carried 7-0.

Zoning/Health Officer – Zoning and Health Officer Emerson Turnbull submitted a written report (attached).

Code Enforcement – Code Enforcement Officer Vince Markle submitted a written report (attached). Member David Taylor asked what happened at the meeting about the Union Apartments. Manager Dana Rooney stated the new owner of that met with Code Enforcement Officer Vince Markle and herself. Manager Dana Rooney stated he gave them a quick run down of what he plans to do. Manager Dana Rooney stated he is going to get as much work done as he can, and get it rented back out. Solicitor Jim Dennison asked if the new owner said what he is doing with the heating systems. Manager Dana

Rooney stated the new owner said he needs a new water meter because he is going to put in a water-based heating system again. Manager Dana Rooney stated the new owner definitely knows what he is doing and he has done this type of project before. Member David Taylor stated Historic Brookville Incorporated (H.B.I.) offered the new owner a grant of two thousand dollars towards getting the outside fixed up.

Committee Reports

A. Personnel Committee

1. **Executive Session** – Personnel Committee Chair Karen Allgeier requested an executive session for a personnel matter with action expected. President Phil Hynes stated we will move this to the end of the meeting.

Solicitor

- A. **Property Deed Update** - Solicitor Jim Dennison stated he is still waiting on the deed from the county for the old church property located at the corner of North Pickering Street and Church Street.
- B. **Fire on Western Avenue** – Solicitor Jim Dennison stated when we had that fire on Western Avenue, the Fire Marshall came in and made their initial report and said arson was suspected. Solicitor Jim Dennison stated Police Chief Vince Markle did not believe that was really what happened, and kept after it. Solicitor Jim Dennison stated ultimately it was found to be an accident and not arson. Solicitor Jim Dennison commended Police Chief Vince Markle for keeping after that. Police Chief Vince Markle stated thank you, and that he appreciates that. Police Chief Vince Markle stated he and his guys put in a lot of extra hard work into that, and he thinks it came out the way it was supposed to.

Borough Manager

- A. **Change of Address** – Manager Dana Rooney stated we have two change of addresses. Manager Dana Rooney stated the first one is for a Foradora property which is currently a garage that they are potentially looking to turn into an apartment in the future, so the house would have an address, and the garage needs a separate address. Manager Dana Rooney stated they are proposing 32 Jenks Street for that garage property. After some discussion, Vice-President Karen Allgeier moved to table this request so they can look into this further; seconded by Member David Taylor. Motion carried 7-0. Manager Dana Rooney stated the next one is for Paul Gray. Manager Dana Rooney stated the current address is 53 Central Avenue Extension. Manager Dana Rooney stated the county and Paul Gray are recommending it be changed to 116 Central Avenue. Vice-President Karen Allgeier moved to approve changing the address of 53 Central Avenue Extension to 116 Central Avenue as presented; seconded by Member David Taylor. Motion carried 7-0.
- B. **Public Hearing for Liquor License Transfer** – Manager Dana Rooney stated we received a letter requesting a public hearing to transfer a liquor license into the Borough. Manager Dana Rooney stated they are willing to do this via Zoom or telecommunication of some sort, so it depends how we

advertise. Manager Dana Rooney stated we have to advertise whether it is an in-person meeting or teleconference. Manager Dana Rooney stated this would be for BFS Foods, the one going in place of the Gold Eagle. Manager Dana Rooney stated they are looking to bring in a liquor license to sell liquor in the convenience center. After some discussion, Manager Dana Rooney stated they need to have the liquor license by summer, so they are requesting that we hold the public hearing in line with our next Council meeting on March 2nd. Manager Dana Rooney stated we just need to make the decision of whether it is an in-person meeting or whether it is a Zoom meeting. Council Members in general agreed it should be a Zoom meeting. Manager Dana Rooney stated we will get that advertised for a Zoom or telecommunication public hearing for the liquor license.

- C. **Strategic Management Planning Program (STMP) Update** – Manager Dana Rooney stated she has an update on the Strategic Management Planning Program. Manager Dana Rooney stated they have been working and think they are almost done to the point that they may be ready to present to us our actual strategic planning program at our March meeting. Manager Dana Rooney stated they are prepared to do that electronically as well.
- D. **Reserve Transfer** – Manager Dana Rooney stated she has been watching the reserve rates, and with interest rates the way they are, PLGIT is no longer making us the most money on those reserves. Manager Dana Rooney stated these reserves are catastrophe funds that can be locked away. Manager Dana Rooney stated she sent Council a rate sheet (attached) with the current rates, and S&T Bank has the best rates right now. Manager Dana Rooney stated you can choose between a six to nine month CD at point two five percent, or a twelve month CD at point three percent. After some discussion, Vice-President Karen Allgeier made a motion to move the reserve account to S&T Bank in a twelve month CD at point three percent; seconded by Member Lucy Ames. Motion carried 7-0. Manager Dana Rooney stated for clarity that is \$300,000.00.
- E. **Executive Session – Real Estate** – Manager Dana Rooney requested an executive session that can be held at the end of the meeting for real estate with no action expected.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

- A. **Junior Council Member Taylor Reitz Report** – Junior Council Member Taylor Reitz submitted a written report (attached).
- B. **Member David Taylor** – Member David Taylor stated he had an update from last month regarding Main Street streetscaping. Member David Taylor stated they had a meeting, and Manager Dana Rooney, Vice-President Karen Allgeier, Second Vice-President Randy Bartley, and Kathy Lynch from Historic Brookville Incorporated (HBI) were there. Member David Taylor

stated they met with Brian Kinzelman, the landscape architect from MKSK, and he will put together a proposal as far as what it would take to get this process started in terms of feasibility study, master site plan - similar to what we did with the Town Square. Member David Taylor stated we do not have that back yet.

C. **Second Vice-President Randy Bartley** – Second Vice-President Randy Bartley stated he found the letter we received from the Democratic Party disturbing. Second Vice-President Randy Bartley stated he disagrees with their characterization of the events on January 6th as an insurrection. Second Vice-President Randy Bartley stated he is not prepared to condemn those actions unless he hears also condemnation about what happened in Portland and other cities over the summer. Second Vice-President Randy Bartley stated unlike Washington D.C. this is still a two-party system. Second Vice-President Randy Bartley stated we should take input from both parties, and while I appreciate their assistance, I do not think it is required.

D. **President Phil Hynes** – President Phil Hynes asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

Brookville Borough Council entered an executive session at 7:40 P.M. to discuss a personnel matter with action expected, and a real estate matter with no action expected. Executive session ended at 7:54 P.M. with the following action taken:

Personnel Committee Chair Karen Allgeier made a motion coming from committee to hire a full-time equipment operator position as advertised that would be effective upon acceptance. President Phil Hynes stated since this motion is coming from committee, no second is needed. President Phil Hynes asked all Council Members in favor of this motion coming from committee to say ‘aye’. Motion carried 7-0.

Personnel Committee Chair Karen Allgeier made a motion coming from committee to approve a newly created position in the Public Works Department – Skilled Laborer.

Personnel Committee Chair Karen Allgeier stated this position will be retroactively approved to January 31, 2021, and a current employee, Shawn Miller, will now be classified as this position. President Phil Hynes stated since this motion is coming from committee, no second is needed. President Phil Hynes asked all Council Members in favor of this motion coming from committee to say ‘aye’. Motion carried 7-0.

No action came from the part of the executive session that was for real estate.

ADJOURNMENT:

Vice-President Karen Allgeier moved to adjourn; seconded by Member Todd Gumpher. Motion carried 7-0 at 7:56 P.M.

Borough Manager

