

**MINUTES**  
**BROOKVILLE BOROUGH COUNCIL MEETING**  
**Tuesday October 5, 2021 @ 7:00 P.M.**

The Brookville Borough Council met in the large conference room on Tuesday, October 5, 2021 at 7:00 P.M. with the following in attendance:

<b><u>COUNCIL MEMBERS</u></b>	<b><u>STAFF</u></b>	<b><u>VISITOR/MEDIA</u></b>
Mayor Richard Beck	Manager Dana Rooney	Justin Felgar
Phil Hynes	Police Chief Vince Markle	Alex Nelson
Karen Allgeier	Deputy Fire Chief -	Maeve Jordan
Randy Bartley	Michael Allgeier	Mary Anne Jordan
Ken King	Public Works Director -	Kerith Strano Taylor
David Taylor	Jonathan Rhoades	
Lucy Ames	Code Enforcement Officer -	
Laurin Taylor	Vince Markle	
	Recorder Christine Gunning	
	Solicitor Jim Dennison	

**SWEARING IN OF JUNIOR COUNCIL MEMBERS:**

Mayor Richard Beck swore in Laurin Taylor and Maeve Jordan as Brookville Borough Junior Council Members. Mayor Beck stated as Junior Council Members, Laurin Taylor and Maeve Jordan are not able to vote on any issues or attend any executive sessions. President Phil Hynes welcomed the new Junior Council Members; Laurin Taylor, and eleventh grade student, and Maeve Jordan the alternate.

**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:**

Vice-President Karen Allgeier moved to approve the minutes of the September 7<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, and there were none. Vice-President Karen Allgeier moved to approve the bills for September 21, 2021 and October 5, 2021 as submitted; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.
- B. Fund Level Financial Statements** – President Phil Hynes stated the Fund Level Financial Statement Summary is included in your packet, and if anyone has any questions on the current financials, the appropriate people are here. Member David Taylor stated we have twenty-five percent of the time left, so if you follow that down, you can see, particularly in the General Fund, we have thirty-six

percent of the money left and we are doing fine there. Member David Taylor stated the other ones that are low or in the negative he presumes we are pretty much done paying out of those funds at this point, and asked is that fair? Manager Dana Rooney stated the ones that are revenues that are negative means you brought in more than what you budgeted, so that is a good sign that you are in the negative in the revenue. Manager Dana Rooney stated there is a negative in the Fire Fund expenses because we had a late payment of the 2020 tax portion and it was not paid until 2021, but we are still on track to give them a little more money at the end of this year.

**PUBLIC COMMENT:** None

## **REPORTS:**

### **Chief of Police**

- A. Statistics for September** – Police Chief Vince Markle stated in September the Brookville Police Department had 152 calls for service, wrote 202 citations, 252 warnings, and 284 parking tickets. Police Chief Vince Markle stated there were 6 felonies, 3 misdemeanors, 3 drug arrests, 1 302 commitment, and 7 PoliceOne trainings.
- B. Community Service** – Police Chief Vince Markle stated he did a community service program on Saturday with four youth that needed community service. Police Chief Vince Markle stated we worked on the ballfield all day.
- C. Emergency Drill at Laurel Eye Clinic** – Police Chief Vince Markle stated he and Officer Andrew Turnbull conducted an emergency drill with Laurel Eye Clinic and it went very well.
- D. Youth Program** – Police Chief Vince Markle stated Officer Shawn Hollobaugh did a Youth Program at the Evangelical United Methodist (EUM) Church.
- E. Officer of the Month** – Police Chief Vince Markle stated Officer Justin Miller was Officer of the Month again. Member David Taylor asked how the Officer of the Month is picked. Police Chief Vince Markle stated there is a process. Police Chief Vince Markle stated there are numerous things they get points for, like trainings, and the points are added up at the end of the month.

**Fire Chief** – Deputy Fire Chief Michael Allgeier read Fire Chief Chris Henry's written report (attached). Deputy Fire Chief Michael Allgeier stated on September 7<sup>th</sup> they went to Ohio and picked up the new engine and brought it home. Deputy Fire Chief Michael Allgeier stated it is officially in service as of September 11<sup>th</sup>.

**Public Works** – Public Works Director Jonathan Rhoades stated they got some dredging done while weather cooperated. Public Works Director Jonathan Rhoades stated they are getting geared up and getting the trucks ready for leaf season which is scheduled for October 25<sup>th</sup> through November 19<sup>th</sup> weather permitting.

**Code Enforcement** – Code Enforcement Officer Vince Markle stated he sent 2 certified letters, there were two tall grass and 1 garbage, wrote 2 citations, had 1 hearing, and had some meetings with individuals that wanted to talk about their previous citations.

## **Committee Reports**

### **A. Census Committee**

1. **Update** – Vice-President Karen Allgeier stated the numbers finally came out, and effective with the 2020 census, the total population of the Borough of Brookville is 3,823 which is down 153 from ten years ago. Vice-President Karen Allgeier stated the median household income in Brookville is \$51,505.00, the employment rate is sixty point six percent with total housing units of 1,853 plus or minus 94. Vice-President Karen Allgeier stated three point five percent of the residents of the Borough are without health coverage, ten percent of the population is veterans, gross rent in the Borough for residential units is an average of six hundred and sixty-seven dollars, and fifteen point nine percent of the population is disabled. Vice-President Karen Allgeier stated the numbers might be a bit skewed because people did not know how to fill out the new form. Second Vice-President Randy Bartley asked Vice-President Karen Allgeier if she knew what the census was for the county? Vice-President Karen Allgeier stated the county overall is down in population as well. President Phil Hynes stated it is very disappointing, because despite all the efforts you put into it, we are just short of the four thousand people needed for Community Development Block Grant (CDBG) funding again. Vice-President Karen Allgeier stated she sees the requirement of four thousand people for CDBG funding being raised to six thousand to sixty-five hundred. Second Vice-President Randy Bartley asked Vice-President Karen Allgeier if she sees any point to an appeal, and Vice-President Karen Allgeier stated no, not really.

## **Solicitor**

- A. **Parking Spaces** – Solicitor Jim Dennison stated you want to start lining out those parking spaces. Solicitor Jim Dennison stated he was mistaken, you do not have to do it by ordinance to create the spaces, but you do if you want to prohibit the spaces, so you want to start marking those on Marlin. Solicitor Jim Dennison stated he thinks Council already agreed to do those, correct? President Phil Hynes stated yes. Solicitor Jim Dennison stated you can do what you need to do there.

## **Borough Manager**

- A. **Special Event Permit – Halloween Ghost Tours** – Manager Dana Rooney stated we have a special event permit for Halloween Ghost Tours scheduled for Friday, October 29<sup>th</sup> from 7:00 P.M. to 8:30 P.M. Manager Dana Rooney stated six storytellers will be going through the cemetery at the top of North Pickering Street. Manager Dana Rooney stated tickets will be available at the door, or you can get them ahead of time. Manager Dana Rooney stated everybody has signed off on it. Second Vice-President Randy Bartley made a motion to approve the special event permit for Halloween Ghost Tours as presented; seconded by Member Lucy Ames. Motion carried 6-0.

- B. Special Event Permit – Victorian Christmas** – Manager Dana Rooney stated we have a special event permit for Victorian Christmas scheduled for Friday, December 3<sup>rd</sup> from 4:30 P.M. to 8:30 P.M. Manager Dana Rooney stated it will be a Christmas old-time celebration on Main Street. Manager Dana Rooney stated everybody has signed off on it. Second Vice-President Randy Bartley made a motion to approve the special event permit for Victorian Christmas as presented; seconded by Member Lucy Ames. Motion carried 6-0.
- C. Special Event Permit – Light Up Brookville** – Manager Dana Rooney stated we have a special event permit for Light Up Brookville scheduled for Friday, November 26<sup>th</sup> on Main Street at 5:00 P.M. Manager Dana Rooney stated we are bringing Santa to town. Manager Dana Rooney stated we have all the necessary signatures. Vice-President Karen Allgeier made a motion to approve the special event permit for Light Up Brookville as presented; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.
- D. 2020 Audit** – Manager Dana Rooney stated we recently got our 2020 audit back, and there were no findings. Manager Dana Rooney stated all the money is where it is supposed to be, and there are no journal entries to record. Manager Dana Rooney stated that will be advertised appropriately, and there are portable document format (pdf) copies if anyone on Council would like to see it.
- E. Cash Transfers** – Manager Dana Rooney stated we have a few cash transfers to make. Manager Dana Rooney stated interest rates are at an all-time low, and S&T Bank interest rates are a little bit higher right now.
- 1. General Fund** – Manager Dana Rooney stated she would like to transfer \$500,000.00 from our General Fund PLGIT account to the General Fund S&T Bank account. Second Vice-President Randy Bartley made a motion to approve transferring \$500,000.00 from our General Fund PLGIT account to the General Fund S&T Bank account; seconded by Vice-President Karen Allgeier. Motion carried 6-0.
  - 2. Reserve Account** – Manager Dana Rooney stated she would like to transfer \$45,000.00 from the PLGIT Reserve Account to a specific, dedicated reserve cd at the highest bidding interest rate from our three local banks. Manager Dana Rooney stated she will quote six month and twelve month terms and see what the difference is. Second Vice-President Randy Bartley made a motion to approve transferring \$45,000.00 from the PLGIT Reserve account to a specific, dedicated reserve cd as presented; seconded by Vice-President Karen Allgeier. Motion carried 6-0.
  - 3. PLGIT Capital Project** – Manager Dana Rooney stated she would like to transfer the \$55,000.00 from the PLGIT Capital Project to a CD. Second Vice-President Randy Bartley made a motion to approve transferring the \$55,000.00 from the PLGIT Capital Project to a CD as presented; seconded by Vice-President Karen Allgeier. Motion carried 6-0.
- F. Executive Session Requests** – Manager Dana Rooney requested an executive session for real estate with no action expected. President Phil Hynes stated

Police Chief Vince Markle needs an executive session for a personnel matter with no action expected.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**ELECTED OFFICIAL COMMENTS:**

- A. **Junior Council Member Laurin Taylor** – Junior Council Member Laurin Taylor stated Homecoming happened this week on Friday, we won, and we held a tailgate before that and it went very well. Junior Council Member Laurin Taylor stated they are still wearing masks in the school.
- B. **Mayor Richard Beck** – Mayor Richard Beck congratulated the two new Junior Council Members, and wished them the best of luck here. President Phil Hynes asked about Halloween, and Mayor Richard Beck stated it will be on Saturday, October 30<sup>th</sup> from 6:00 P.M. to 8:00 P.M. with the parade before it at 5:30 P.M.
- C. **Member David Taylor** – Member David Taylor stated he was asked by a citizen if the Borough will do a Borough-wide trash pickup like we have done in the past. Vice-President Karen Allgeier stated former Council Member Richard Baughman handled that for a couple of years, and usually they had it in the spring. Second Vice-President Randy Bartley stated we could coordinate it with the County for an electronics collection, and do something at the fairgrounds. Member Lucy Ames stated there is an appliance drop off in Brockway past Brockway Glass. After some discussion, Manager Dana Rooney stated she will look into it.
- D. **Member Lucy Ames** – Member Lucy Ames welcomed the two new Junior Council Members, and stated she thinks it is wonderful they are taking initiative in Borough Council. Member Lucy Ames thanked Vice-President Karen Allgeier for all her work with the census. Member Lucy Ames thanked the Brookville Volunteer Fire Company, the Brookville Police Department, and Public Works Director Jonathan Rhoades for everything they do. Member Lucy Ames stated the property on North Pickering Street looks fantastic.
- E. **Member Ken King** – Member Ken King stated kudos to the Brookville Volunteer Fire Company, Police Chief Vince Markle who does a fantastic job as Chief and also as Code Enforcement, and he knows Manager Dana Rooney is involved with that as well. Member Ken King stated all the work Vice-President Karen Allgeier did on the census is very much appreciated.
- F. **Second Vice-President Randy Bartley** – Second Vice-President Randy Bartley welcomed the new Junior Council Members.
- G. **Vice-President Karen Allgeier** – Vice-President Karen Allgeier thanked Police Chief Vince Markle and Code Enforcement, and thanked Public Works Director Jonathan Rhoades for his help with the bees. Vice-President Karen Allgeier stated she saw the new fire engine for the Brookville Volunteer Fire Company come into town, and she was duly impressed with it.

Vice-President Karen Allgeier thanked Council for approving the Ghost Tours, Victorian Christmas, and Light Up Brookville 2021, and stated it is time we get back to having our regular celebrations in the Borough of Brookville. Vice-President Karen Allgeier thanked the two new Junior Council Members for coming in and spending a Tuesday night with us, and stated we love the updates on the high school.

- H. President Phil Hynes** – President Phil Hynes stated he would like to recognize Member David Taylor and former Council Member Bill Kutz for being inducted into the Brookville Area High School Hall of Fame, and asked the media if they had any questions.

**MEDIA COMMENTS/QUESTIONS/CLARIFICATION:**

- A. Alex Nelson – Phillip Taylor House** – Reporter Alex Nelson asked if there was an update on what they were going to do with the Phillip Taylor House. Manager Dana Rooney stated not yet.
- B. Justin Felgar - Meetings** – Reporter Justin Felgar asked if Council was going back to having two meetings a month. President Phil Hynes stated he does not think so, and he thinks it has been working out pretty well just having one meeting each month. President Phil Hynes stated we do have the option of having a second meeting if we have business that requires it.

**EXECUTIVE SESSION:**

Brookville Borough Council entered an executive session at 7:38 P.M. for a real estate matter and a personnel matter with no action expected. Executive session ended at 8:00 P.M. with no action taken.

**ADJOURNMENT:**

Member David Taylor moved to adjourn; seconded by Vice-President Karen Allgeier. Motion carried 6-0 at 8:00 P.M.

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Borough Manager

