

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

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

<u>COUNCIL MEMBERS</u>	<u>STAFF</u>	<u>VISITOR/MEDIA</u>
Mayor Richard Beck	Manager Dana Rooney	Justin Felgar
Phil Hynes	Police Chief Vince Markle	Alex Nelson
Karen Allgeier	Fire Chief Chris Henry	Frank Bartley
Randy Bartley	Public Works Director -	Bob Lewis
Ken King	Jonathan Rhoades	
Todd Gumphier	Code Enforcement Officer -	
David Taylor	Vince Markle	
Lucy Ames	Recorder Christine Gunning	
Laurin Taylor		

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:

Member David Taylor moved to approve the minutes of the November 2nd meeting as submitted; seconded by Vice-President Karen Allgeier. Motion carried 7-0.

FINANCIAL REPORTS:

- A. Approval of Expenditures** – The current bills were presented for approval. Vice-President Karen Allgeier moved to approve the bills for November 16, 2021 and December 7, 2021 as submitted; seconded by Second Vice-President Randy Bartley. Motion carried 7-0.
- 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, we are closing out the year at this point, the appropriate people are here.

PUBLIC COMMENT: None

REPORTS:

Chief of Police

- A. Statistics for November** – Police Chief Vince Markle stated in November the Brookville Police Department had 165 calls for service, wrote 171 citations, 179 warnings, and 247 parking tickets. Police Chief Vince Markle stated there were 20 misdemeanors, 15 summaries, 2 302 committals, and 5 PoliceOne trainings.

- B. Veterans Day Parade** – Police Chief Vince Markle stated they participated in the Veterans Day parade, and did traffic for that.
- C. Light Up Night** – Police Chief Vince Markle stated they had a lot of officers out for Light Up Night to make sure everybody was secure.
- D. Driving Under the Influence (DUI) Patrol** – Police Chief Vince Markle stated they did a DUI patrol on the 24th of November which is supposed to be a big drink night, and they did not get one DUI. Police Chief Vince Markle stated the next morning they counted fifteen cars at one bar, so it worked. Police Chief Vince Markle stated everybody was safe, and people chose not to drive.
- E. Security Awareness Training** – Police Chief Vince Markle stated all of their officers and anybody that is in their department unsupervised had to go through a criminal justice security awareness training. Police Chief Vince Markle stated Public Works Director Jonathan Rhoades had to do it also. Police Chief Vince Markle stated we were supposed to have this done forever, and nobody ever did it.
- F. Officer of the Month** – Police Chief Vince Markle stated Officer Mickey Stormer was Officer of the Month.

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

Public Works – Public Works Director Jonathan Rhoades stated they finished leaf pick up today. Public Works Director Jonathan Rhoades stated they still might get another chance to go back out, weather permitting, because these are the same trucks we use for snow removal. Public Works Director Jonathan Rhoades stated the guys worked really hard this year on the leaf pick up since we are shorthanded. Public Works Director Jonathan Rhoades stated the plow trucks are ready to go for snow, and we have plenty of anti-skid in stock.

Code Enforcement – Code Enforcement Officer Vince Markle read his written report (attached). Code Enforcement Officer Vince Markle stated in the history of Brookville Borough we filed our first criminal complaint with code enforcement. Code Enforcement Officer Vince Markle stated this individual has seven nontraffic citations for code enforcement. Code Enforcement Officer Vince Markle stated what that amounts to is they pick up their mail, but they do not respond, so they have seven warrants sitting at Judge Bazylak's office but since they are nontraffic citations, they cannot go out of Pennsylvania. Code Enforcement Officer Vince Markle stated now that we filed a criminal complaint, we will be able to move a little faster and get some people's attention on these properties.

Committee Reports

A. Finance Committee

- 1. 2022 Budgets – Resolution 578-21** – Finance Committee Chair Karen Allgeier stated the budget was put out for public comment, and Manager Dana Rooney said there have been no comments. Finance Committee Chair Karen Allgeier made a motion coming from committee to accept and pass the 2022 budget which is Resolution 578-21. President Phil Hynes

stated since this motion is coming from committee, it does not need a second. President Phil Hynes asked all Council Members in favor of this motion coming from committee to say 'aye'. Motion carried 7-0.

B. Personnel Committee

1. **Executive Session – New Hire** – Personnel Committee Chair Karen Allgeier requested an executive session for a personnel matter with action expected.

EXECUTIVE SESSION:

Brookville Borough Council entered an executive session at 7:10 P.M. for a personnel matter with action expected. Executive session ended at 7:15 P.M. with the following action taken:

Personnel Committee Chair Karen Allgeier stated the Personnel Committee is bringing forward a new hire for the Public Works Department. Personnel Committee Chair Karen Allgeier stated we do not know if the person is actually going to take the job yet, but we are putting forth that we are getting ready to hire a new equipment operator that will work in the Public Works Department with Public Works Director Jonathan Rhoades.

Personnel Committee Chair Karen Allgeier stated everyone seems happy with his qualifications, and he will be a good fit for the Borough. Personnel Committee Chair Karen Allgeier stated the Personnel Committee is bringing forth a motion to hire this individual effective immediately. President Phil Hynes stated since this motion is coming from committee, no second is needed. President Phil Hynes asked all Members in favor of this motion coming from committee to say 'aye'. Motion carried 7-0.

Solicitor

- A. **Ordinance 1109 – 2022 Taxes** – President Phil Hynes stated Solicitor Jim Dennison is out of town, so Manager Dana Rooney will go over the ordinance for the taxes. Manager Dana Rooney stated our ordinance for the 2022 tax year is Ordinance 1109, and it has been properly advertised. Manager Dana Rooney stated there are a couple of tax increases. Manager Dana Rooney stated general rates are general tax is fourteen point two nine, street light for real estate one point two, fire for real estate one point nine, library for real estate is point five, for a total real estate tax of seventeen point eight nine. Manager Dana Rooney stated occupation tax is as follows; general occupation thirty mils, and there is no change by the way to the occupation taxes, street light occupation three mils, fire protection occupation three mils, for a total of 36 mils. Vice-President Karen Allgeier moved to approve Ordinance 1109 for 2022 taxes; seconded by Member Lucy Ames. Motion carried 7-0.

Borough Manager

- A. **Resolution 575-21 – Jefferson County Tax Collection Committee (JCTCC) Operating Budget** – Manager Dana Rooney stated Resolution 575-21 is for approving the Jefferson County Tax Collection Committee (JCTCC) operating budget for the year which is eight thousand dollars. Vice-President Karen Allgeier made a motion to approve Resolution 575-21 as presented; seconded by Member David Taylor. Motion carried 7-0.

B. Resolution 576-21 – Jefferson County Tax Collection Committee

(JCTCC) Voting Delegate Appointment – Manager Dana Rooney stated Resolution 576-21 is to set our Jefferson County Tax Collection Committee Voting Delegates for the 2022 year. Manager Dana Rooney stated she is the primary delegate, the first alternate is Bonnie Parrett, and the second alternate is Kerry Swineford. Second Vice-President Randy Bartley made a motion to approve Resolution 576-21 as presented; seconded by Vice-President Karen Allgeier. Motion carried 7-0.

C. Resolution 577-21 – Auditor for 2021 Accounts – Manager Dana Rooney stated we have Resolution 577-21 appointing auditors for the 2021 accounts. Manager Dana Rooney stated in the past we have always used Troxell and Associates out of DuBois, Pennsylvania. Manager Dana Rooney stated we are looking for a motion to approve Troxell and Associates as our auditors for the 2021 books. Vice-President Karen Allgeier made a motion to approve Resolution 577-21 approving Troxell and Associates as our auditors for the 2021 books; seconded by Member David Taylor. Motion carried 7-0.

D. Boards and Commissions – Members/Terms

- 1. Brookville Municipal Authority Board** – Manager Dana Rooney stated with regret Tom Dinger announced his resignation from the Brookville Municipal Authority Board effective at the end of the year. Manager Dana Rooney stated he was at the middle of a term, and he is looking towards retirement is our understanding. Manager Dana Rooney stated at this time the Brookville Municipal Authority Board has brought forth the name Darren Hack to fill Tom Dinger's term which would be through December 31, 2023. Vice-President Karen Allgeier made a motion to appoint Darren Hack to fill Tom Dinger's position on the Brookville Municipal Authority Board; seconded by Second Vice-President Randy Bartley. Motion carried 7-0.
- 2. Planning Commission** – Manager Dana Rooney stated next is the Planning Commission. Manager Dana Rooney stated Bob Radaker's term was up at the end of this year, and he has decided to resign. Manager Dana Rooney stated the Planning Commission has brought forth the name Aaron Haines who is on the water and wastewater side. Manager Dana Rooney stated it is not mandatory, but the Planning Commission likes to keep somebody from the water and sewer side involved so they can keep up to date with plans coming to town. Manager Dana Rooney stated Aaron Haines has been recommended to Council. Member David Taylor made a motion to appoint Aaron Haines to a five-year term on the Planning Commission; seconded by Vice-President Karen Allgeier. Motion carried 7-0.
- 3. Police Civil Service Commission** – Manager Dana Rooney stated next we have the Police Civil Service Commission. Manager Dana Rooney stated Lucy Ames would like to renew her six-year term. Vice-President Karen Allgeier made a motion to appoint Lucy Ames to another six-year term on the Police Civil Service Commission; seconded by Member Todd Gumphier. Motion carried 7-0.

4. **Council Vacancy Board** – Manager Dana Rooney stated Judi Anthony would like to renew her one-year term on the Council Vacancy Board. Vice-President Karen Allgeier made a motion to appoint Judi Anthony to another one-year term on the Council Vacancy Board; seconded by Member Todd Gumphier. Motion carried 7-0.
- E. **Zimmerman Subdivision Plan** – Manager Dana Rooney stated next we have the Zimmerman subdivision plan. Manager Dana Rooney stated this has gone back and forth between the Planning Commission for multiple sessions, and it has finally been fully approved by the Planning Commission. Manager Dana Rooney stated the Zimmerman subdivision sits between Progress Street and Route 28. Manager Dana Rooney stated it was divided into smaller lots that would be more suitable for resale. Manager Dana Rooney stated it has made its way through the Planning Commission, so at this point in time it is before Council for subdivision approval. Member David Taylor made a motion to approve the Zimmerman Subdivision Plan; seconded by Second Vice-President Randy Bartley. Motion carried 7-0.
- F. **Caylor/Overly Subdivision Plan** – Manager Dana Rooney stated next we have the Caylor/Overly subdivision plan. Manager Dana Rooney stated the Caylor's own property on one side, and Joyce Overly owns property on the other side. Manager Dana Rooney stated David Caylor is taking a section of the property, and giving it to Joyce Overly. Manager Dana Rooney stated both parties are recommending this, and it has passed through the Planning Commission. Vice-President Karen Allgeier made a motion to approve the Caylor Overly subdivision plan as presented; seconded by Member Todd Gumphier. Motion carried 7-0.
- G. **Pine Street – Remove Parking Space** – Manager Dana Rooney stated we discussed this back in August. Manager Dana Rooney stated to remove a space a motion should be made. Manager Dana Rooney stated Scott Seeley came and talked to us, and his house is actually on Daugherty Street, but his driveway is off of Pine Street. Manager Dana Rooney stated he was asking if yellow diagonal lines could be painted directly across from his driveway to make it easier to get in and out. Manager Dana Rooney stated this is back up for discussion. Vice-President Karen Allgeier asked Police Chief Vince Markle for his thoughts. Police Chief Vince Markle stated he does not see a problem with it. President Phil Hynes stated he does not know if Council should act on it until we talk to the neighbors. President Phil Hynes stated we will table this, and it will go back to committee.
- H. **Main Street Meter Covers (December 1, 2021 – January 2, 2022)** – Manager Dana Rooney stated every year we get approached by the Chamber of Commerce to cover the parking meters on Main Street. Manager Dana Rooney stated that has already been done, so we are going to retro-activate the motion to cover the meters from December first to January second. Vice-President Karen Allgeier made a motion to approve the Main Street meter covers from December 1, 2021 to January 2, 2022; seconded by Member David Taylor. Motion carried 7-0.

- I. Authority's Main Street Waterline Replacement** – Manager Dana Rooney stated on the Authority side we have a large project that everybody on Council needs to be made aware of. Manager Dana Rooney stated we have the Main Street waterline being replaced this coming spring. Manager Dana Rooney stated the Brookville Municipal Authority was lucky to receive a major grant loan from PENNVEST for that. Manager Dana Rooney stated it is a one point nine-million-dollar project, and it equates to a sixty percent grant and a forty percent low interest loan. Manager Dana Rooney stated the Brookville Municipal Authority has had two meetings with the business owners and tenants on Main Street who will be directly affected by that. Manager Dana Rooney stated construction should begin in April or May, and parking spaces will be blocked off for construction to take place.
- J. New Address** – Manager Dana Rooney stated you have a new address request. Manager Dana Rooney stated the new address proposed is 147 Long Avenue. Manager Dana Rooney stated what brought this on is that it did not have a gas meter, and the gas company requires a physical address for the building. Manager Dana Rooney stated the property owner and the county's Geographic Information System (GIS) Department have assigned 147 Long Avenue. Vice-President Karen Allgeier made a motion to approve the new address of 147 Long Avenue as presented; seconded by Member David Taylor. Motion carried 7-0.
- K. Budget Transfers** – Manager Dana Rooney stated for closing up the 2021 budget, we have some budget transfers. Manager Dana Rooney stated they are all in the general fund budget and they all fall within the Public Works Department's budget. Manager Dana Rooney read the budget transfer list (attached). Member David Taylor made a motion to approve the budget transfers; seconded by Vice-President Karen Allgeier. Motion carried 7-0.
- L. First Brookville Borough Council Meeting of 2022** – Manager Dana Rooney stated the first Brookville Borough Council meeting in January will be on Monday, January 3rd at 7:00 P.M. Manager Dana Rooney stated Ken, it has been a pleasure working with you. Vice-President Karen Allgeier stated agreed.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

- A. Junior Council Member Laurin Taylor** – Junior Council Member Laurin Taylor stated winter sports started back up, and we have our first swim meet on Friday, and basketball kicks off on Friday as well. Junior Council Member Laurin Taylor stated the mask mandate is still in place for the whole school.
- B. Mayor Richard Beck** – Mayor Richard Beck stated Mr. King, you did a good job and we will miss you.

- C. **Member David Taylor** – Member David Taylor stated he echoes Mayor Richard Beck’s sentiment, thanking his lifelong friend Sky King for his service. Member David Taylor stated it has been a pleasure working with you. Member David Taylor stated more than a year ago, Manager Dana Rooney passed onto Historic Brookville Incorporated (HBI) an application for a grant to put historic district signage on Main Street. Member David Taylor stated HBI got that grant. Member David Taylor stated typically this foundation only allows for one sign per historic district, but we talked to them and they gave us two. Member David Taylor thanked Public Works Director Jonathan Rhoades for putting them up. Member David Taylor stated the Borough news people from the Pennsylvania State Association of Boroughs (PSAB) will be doing a feature on Brookville, and they contacted me. Member David Taylor stated he got some photos for them, and he talked to them about doing an article on the Borough purchasing the Philip Taylor House, and they want him to do the article. Member David Taylor stated we will be interviewing firms for the Main Street master site plan and the Longview Park master site plan on Thursday, December 9th.
- D. **Member Lucy Ames** – Member Lucy Ames thanked Ken King, and stated it has been a pleasure serving with you. Member Lucy Ames thanked all her colleagues for all of their hard work this past year. Member Lucy Ames thanked Police Chief Vince Markle, Public Works Director Jonathan Rhoades, and Fire Chief Chris Henry for all that they have done. Member Lucy Ames wished everyone a Merry Christmas.
- E. **Member Todd Gumphier** – Member Todd Gumphier thanked Member Ken King for his time served, and stated it was a pleasure working with him.
- F. **Member Ken King** – Member Ken King stated it has been an honor and a privilege to serve with all you good people. Member Ken King stated Police Chief Vince Markle, Public Works Director Jonathan Rhoades, and Fire Chief Chris Henry – it has been a privilege. Member Ken King stated he really enjoyed it. Member Ken King stated he was going to run again, but Donald Trump told him to just hold off a little bit. Member Ken King stated it has been a joy, and thanked everyone for their comments.
- G. **Second Vice-President Randy Bartley** – Second Vice-President Randy Bartley stated Ken, he thinks it is outstanding that a person of your high profile was willing to give up of yourself and your time to help the community progress, and you have done that, and he wants to thank Ken for that. Second Vice-President Randy Bartley thanked the Brookville Volunteer Fire Company and the Brookville Police Department for the excellent work they did on Light Up Night. Second Vice-President Randy Bartley stated David Taylor I cannot think of anyone I would rather have represent Brookville in film and in ink than you. Second Vice-President Randy Bartley wished everyone a Merry Christmas and Happy Holidays.
- H. **Vice-President Karen Allgeier** – Vice-President Karen Allgeier stated Ken, we sat next to each other for four years, and she appreciates all his time and efforts on behalf of the Borough as well. Vice-President Karen Allgeier stated since this is the end of the year, Police Chief Vince Markle, Public

Works Director Jonathan Rhoades, and Fire Chief Chris Henry, great job guys just keep it up. Vice-President Karen Allgeier wished everyone a Merry Christmas and Happy New Year. Vice-President Karen Allgeier stated Light Up Night was fun.

- I. **President Phil Hynes** – President Phil Hynes thanked Ken King for his time served, and thanked all of Council, the committees, and the staff. President Phil Hynes wished everyone a Merry Christmas and Happy Holidays. President Phil Hynes asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

ADJOURNMENT:

Member Ken King moved to adjourn; seconded by Vice-President Karen Allgeier.
Motion carried 7-0 at 7:41 P.M.

Borough Manager