

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, June 20, 2023 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, June 20, 2023 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

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

STAFF

Manager Dana Rooney
Police Chief Vince Markle
Fire Chief Chris Henry
President of the Brookville
Volunteer Fire Company -
Eric Sweitzer
Public Works Director -
Jonathan Rhoades
Code Enforcement Officer -
Vince Markle
Recorder Christine Gunning
Solicitor Jim Dennison

VISITOR/MEDIA

Justin Felgar
Bob Lewis
Rick Youngdahl

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 May 2nd meeting as submitted; seconded by Member Sarah Gallagher. Motion carried 6-0.

FINANCIAL REPORTS:

- A. Approval of Expenditures** – Manager Dana Rooney stated she had one addition; \$234.49 for David Taylor for mileage to the Pennsylvania State Association of Boroughs (PSAB) Conference. Member David Taylor moved to approve the accounts payables for May 17th, June 6th, and June 20th as amended; seconded by Member Lucy Ames. Motion carried 6-0.
- B. Fund Level Financial Statements** – President Phil Hynes stated you have the Fund Level Financial Statement Summary, and if you have questions, the appropriate people are here.

PUBLIC COMMENT:

- A. Rick Youngdahl – Travel Ministries** – Rick Youngdahl stated Travel Ministries helps travelers, truck drivers, and homeless people. Mr. Youngdahl stated their policy it to provide a room for just one night. Mr. Youngdahl stated because of the pandemic, the number of people helped has dropped, but the number of rooms has not (list attached). Mr. Youngdahl stated it would be of great help if

Brookville Borough Council could reimburse them for any rooms. Mr. Youngdahl stated they have had a reduction in the donations they receive. President Phil Hynes stated we will follow up on this and get you an answer.

REPORTS:

Chief of Police

- A. **Statistics** – Police Chief Vince Markle stated in May the Brookville Police Department had 156 calls for service, wrote 300 citations, 124 warnings, and 193 parking tickets. Police Chief Markle stated there were 8 misdemeanors, 1 drug arrest, 4 summaries, and 1 felony.
- B. **Comments** – Police Chief Vince Markle stated there was a burglary at the Vape N Play on West Main Street, and they arrested the burglars today in Erie. Police Chief Markle stated their two new hires started yesterday. Chief Markle stated some super loads came through town, and we are still having trouble with big trucks breaking our signs. Police Chief Markle stated they had some complaints about a noisy machine at Berry Plastics. Police Chief Markle stated they will bring a new machine in that will be quieter.

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

Public Works

- A. **Comments** - Public Works Director Jonathan Rhoades stated National Fuel should have the project on Hunts Alley and Madison Avenue wrapped up by June 19th, other than the final restoration. Mr. Rhoades stated Allegheny Contracting should complete the project on Waterford Pike in the next three weeks. Mr. Rhoades stated when all these are done, a company will come in and pave. Mr. Rhoades stated the new construction started on the playground at Memorial Park, and by the end of this week they should have all the equipment, however the final surfacing will take a while. Mr. Rhoades stated they started mowing the flood control, and if weather cooperates, they will start dredging. Mr. Rhoades stated they applied for three grants through the Department of Conservation and Natural Resources (DCNR) for low volume roads, and they got all three of them. Mr. Rhoades stated one of them is for Carmalt for drainage or underdrainage in the amount of \$15,739.88, the second one is for Geist Way for drainage or underdrainage in the amount of \$8,937.94, and the third one is a dirt and gravel grant for Rose Siding in the amount of \$33,176.05.

Code Enforcement – Code Enforcement Officer Vince Markle read his written report (attached).

Committee Reports

A. Property Committee

- 1. **Philip Taylor House Lease** – Property Committee Chair Sarah Gallagher stated we had a committee meeting regarding the Philip Taylor House. Mrs. Gallagher made a motion coming out of committee, to offer a one-year lease for one dollar to the Historical Society to use the Philip Taylor

House for their escape room. President Phil Hynes stated since this is coming from committee, no second is needed, and asked all Council Members in favor of this motion to say 'aye'. Motion carried 6-0.

2. **Memorial Park Lease – Master Gardeners Club** – Property Committee Chair Sarah Gallagher stated the committee recommends the creation of a lease between Brookville Borough representatives and the Master Gardeners Club for use of Memorial Park to include placement of their shed. President Phil Hynes stated since this motion is coming from committee, no second is needed, and asked all Council Members in favor to say 'aye'. Motion carried 6-0.

3. **Removal of the Former Free Methodist Church Building** – Property Committee Chair Sarah Gallagher stated from committee they would like to investigate the removal of the former Free Methodist Church building by Blews Hall, along with restoration of the grounds. President Phil Hynes stated no motion is needed regarding this because it is more of an administrative matter. After some discussion, President Phil Hynes asked Mrs. Gallagher to proceed with that.

B. Finance Committee

1. **Memorial Park Playground Surfacing** – Finance Committee Member Phil Hynes stated speaking of the Memorial Park playground surfacing, it is well under construction. Mr. Hynes stated there are two options for turf mulch; \$174,368.00 or \$169,033.00. Mr. Hynes stated the committee recommends the second option of \$169,033.00 from Foreverlawn of Ohio for playground equipment grass surface. Mr. Hynes stated since this motion is coming from committee, no second is needed, and asked all Council Members of favor of this motion to say 'aye'. Motion carried 6-0. Mr. Hynes stated the payment terms would be fifty percent down, so we would like to authorize Manager Dana Rooney to make a payment of fifty percent. Member David Taylor made a motion authorizing Manager Rooney to make a payment of fifty percent for the playground equipment grass surface as presented; seconded by Member Sarah Gallagher. Motion carried 6-0.

Solicitor

- A. **Fire Tax Credit** – Solicitor Jim Dennison stated he sent an email to Council Members with information about the Fire Tax Credit. Solicitor Dennison stated he prepared a draft of an ordinance. Solicitor Dennison stated if Council wants to do this, it should be done by the end of the year. Solicitor Dennison asked Council Members to look at everything he gave them regarding this, and stated we can discuss it at the next meeting. Solicitor Dennison stated Council can email him with any questions.
- B. **Executive Session** – Solicitor Jim Dennison requested an executive session for a legal matter with no action expected.

Borough Manager

- A. Resolution 596-23 – Brookville Trail Hub Grant** – Manager Dana Rooney stated Resolution 596-23 was discussed a couple meetings ago. Manager Rooney stated Council gave her authorization to work with the Brookville Trail Association, and to help them with a Greenways Trail and Recreation Grant. Manager Rooney stated along with that, we need to approve the resolution. Manager Rooney stated they are requesting a grant of \$71,850.00 and it was up to the Trails Association to find any cash match, but as the Borough applying for it, we still have to approve the resolution, which is Resolution 596-23. Member David Taylor made a motion to approve Resolution 596-23 for the Brookville Trail Hub Grant as presented; seconded by Member Lucy Ames. Motion carried 6-0.
- B. Complex Roof Bids** - Manager Dana Rooney opened the roof bids for a section of the Brookville Borough Complex, and stated we received two bids from the Great Lakes Company in the amounts of \$81,673.00 and \$77,859.00. Manager Rooney stated they are using different materials in the bids, and they both have twenty-year warranties. Vice-President Karen Allgeier made a motion to accept the lower roof bid from the Great Lakes Company in the amount of \$77,859.00 for a section of the Brookville Borough Complex as presented; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.
- C. Cash Transfer(s)** – Manager Dana Rooney stated she would like to transfer seventy thousand dollars from PLGIT liquid fuels to S&T Bank liquid fuels to pay for some of our street paving. Second Vice-President Randy Bartley made a motion to approve transferring seventy thousand dollars from PLGIT liquid fuels to S&T Bank liquid fuels as presented; seconded by Member David Taylor. Motion carried 6-0.
- D. I-80 Bridge Project Update** – Manager Dana Rooney stated the I-80 bridge project is moving forward, and we should begin to see work happening in the spring of 2024.
- E. Resolution 597-23 – County Liquid Fuel Money** – Manager Dana Rooney stated next is Resolution 597-23. Manager Rooney stated the county is being forced to distribute their liquid fuel money, and we are eligible to put in a request for \$23,138.14. Manager Rooney stated we could put in for a purchase we already made or plan to make, and we have a new snowplow truck in the budget to be purchased so this will help offset the cost of that. Manager Rooney stated the total estimated project cost for the plow truck is \$110,266.00 and we are requesting our full allowance of \$23,138.14. Member David Taylor made a motion to approve Resolution 597-23 for county liquid fuel money as presented; seconded by Second Vice-President Randy Bartley. Motion carried 6-0.
- F. Valley Street Drainage Project Bids** – Manager Dana Rooney stated no bids were received for the Valley Street Drainage Project, so we will rebid it, and we should see those at the August meeting.
- G. Maxim/Simpson Subdivision Plans** – Manager Dana Rooney stated the Planning Commission met on May 24th and approved the Maxim/Simpson

subdivision plans. Manager Rooney stated it is a simple subdivision on Jared Street. Manager Rooney stated a section of the property on Jared Street abuts to a property that is on Church Street. Manager Rooney stated they just want to take a section of that property and tie it on to the neighboring property. Manager Rooney stated it is an empty lot right now, and they have no intentions to build. Second Vice-President Randy Bartley made a motion to approve the Maxim/Simpson Subdivision Plans as presented; seconded by Member Lucy Ames. Motion carried 6-0.

H. Repository Bid – 93 Pine Street – Manager Dana Rooney stated we have a repository bid in the amount of one dollar for 93 Pine Street. Second Vice-President Randy Bartley made a motion to approve the repository bid in the amount of one dollar for 93 Pine Street as presented; seconded by Member David Taylor. Motion carried 6-0.

I. July Brookville Borough Council Meeting – Manager Dana Rooney stated due to the holiday, the July Brookville Borough Council meeting will take place at 7:00 P.M. on Wednesday, July 5th.

UNFINISHED BUSINESS:

A. Madison Avenue – One-Way Street – Mayor Richard Beck asked for an update on Madison Avenue, regarding making part of it a one-way street. Manager Dana Rooney stated we had a meeting with the residents who live there, and they are requesting we turn that section of Madison Avenue into a one-way street going up. Manager Rooney stated the committee is looking into this.

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

A. Mayor Richard Beck – Mayor Richard Beck complemented all the departments for doing great work. Mayor Beck stated he hopes the press publicizes the ordinance for grass and leaves on streets so people understand it. Mayor Beck stated he thinks we have a good group here, and a good Council.

B. Member Sarah Gallagher – Member Sarah Gallagher commended the Laurel Board and all the volunteers that were involved, including the Brookville Volunteer Fire Company, all the organizations, groups, and everybody involved with the Laurel Festival. Mrs. Gallagher stated it was great. Mrs. Gallagher thanked the first responders, and wished everyone a happy 4th of July.

C. Member Lucy Ames – Member Lucy Ames stated she would like to reiterate what Member Sarah Gallagher said about the Laurel Festival. Mrs. Ames thanked Police Chief Vince Markle for his work regarding Berry Plastics.

D. Second Vice-President Randy Bartley – Second Vice-President Randy Bartley stated next year he thinks we should mandate better weather for the Laurel Festival, and it is a shame the busiest two days of it got rained out.

Mr. Bartley commended Public Works Director Jonathan Rhoades for getting three out of three grants.

- E. **President Phil Hynes** – President Phil Hynes stated in the interest of time he has no comments, and asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

Brookville Borough Council entered an executive session at 8:21 P.M. to discuss a legal matter with no action expected. Executive session ended at 8:40 P.M. with no action taken.

ADJOURNMENT:

Second Vice-President Randy Bartley moved to adjourn; seconded by Member Sarah Gallagher. Motion carried 6-0 at 8:40 P.M.

Borough Manager