

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, September 5, 2023 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, September 5, 2023 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

Mayor Richard Beck
Karen Allgeier
Randy Bartley
Todd Gumphier
David Taylor
Lucy Ames
Sarah Gallagher

STAFF

Manager Dana Rooney
Police Chief Vince Markle
Director of Public Works -
Jonathan Rhoades
Code Enforcement Officer -
Vince Markle
Zoning Officer Joe Kelsch
Recorder Christine Gunning
Solicitor Jim Dennison

VISITOR/MEDIA

Justin Felgar
Frank Bartley
Dan Corbet
Brad Myers
Bob Lewis

CALL TO ORDER:

Vice-President Karen Allgeier 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 Sarah Gallagher moved to approve the minutes of the August 1st meeting as submitted; seconded by Member Lucy Ames. Motion carried 6-0.

FINANCIAL REPORTS:

- A. Approval of Expenditures** – Manager Dana Rooney stated she had two additions; \$2,460.00 for J's Custom Cleaning, and \$356.25 for Joe Welsch for zoning work. Second Vice-President Randy Bartley moved to approve the accounts payables dated August 15th and September 5th with the additions; seconded by Member Todd Gumphier. Motion carried 6-0.
- B. Fund Level Financial Statements** – Vice-President Karen Allgeier stated you have the Fund Level Financial Statement Summary, and members of the Finance Committee and Manager Dana Rooney are here to answer any questions.

PUBLIC COMMENT: None

REPORTS:

Chief of Police

- A. Statistics** - Police Chief Vince Markle stated in August the Brookville Police Department had 149 calls for service, wrote 178 citations, 87 warnings, 271 parking tickets, 13 misdemeanors, 1 drug arrest, 8 summaries, and 19 PoliceOne trainings.

B. Officer of the Month – Police Chief Vince Markle stated Officer Shawn Hollobaugh was Officer of the Month.

Fire Chief – Vice-President Karen Allgeier read Fire Chief Chris Henry's written report (attached).

Public Works – Public Works Director Jonathan Rhoades stated on September 11th the Valley Street Stormwater Project will start, and Valley Street will be closed. Mr. Rhoades stated National Fuel is almost done with restoration work, and they will start paving soon.

Code Enforcement – Code Enforcement Officer Vince Markle stated in August there were 8 tall grass, 4 garbage, 1 junk vehicle, and 8 citations.

Zoning Officer

- A. McKinney Subdivision/Lot Consolidation** – Zoning Officer Joe Kelsch stated Tyler and Olivia McKinney of 19 Northview Drive would like to subdivide or include point two nine acres into the lot they purchased from Michael and Diane Guth. Mr. Kelsch stated this passed through the Planning Commission. Second Vice-President Randy Bartley made a motion to approve the McKinney Subdivision and Lot Consolidation Plan as presented; seconded by Member David Taylor. Motion carried 6-0.
- B. Goodwill Commercial Development Plan** – Zoning Officer Joe Kelsch stated we also have the Goodwill Commercial Development Plan. Mr. Kelsch stated it passed through the Planning Commission contingent on the engineer's review. Mr. Kelsch stated he talked to Ken Beldin from Gwin, Dobson, and Foreman, and he said as far as engineering is concerned, it is good. Member David Taylor made a motion to approve the Goodwill Commercial Development Plan as presented; seconded by Member Todd Gumphier. Motion carried 4-2, with Second Vice-President Randy Bartley abstaining, and Member Lucy Ames opposed.

Committee Reports

A. Stormwater Committee

- 1. Marlin Street Stormwater Project** – Stormwater Committee Chairman Randy Bartley stated coming from the Stormwater Committee, they would like to authorize the Borough engineers to finalize design work, obtain any permits required, and develop contract documents for the Marlin Street Stormwater Project to prepare to go to bid. Vice-President Karen Allgeier stated since this motion is coming from committee, no second is needed, and asked all Members in favor of this motion to say 'aye'. Motion carried 6-0.

Solicitor

- A. Fire Tax Credit** – Solicitor Jim Dennison stated he is still working on the Fire Tax Credit.

- B. Master Gardeners Lease for Memorial Park** – Solicitor Jim Dennison stated he is done with the Master Gardeners Lease for Memorial Park. Solicitor Dennison stated it is a five-year lease. After some discussion, Second Vice-President Randy Bartley made a motion to approve the Master Gardeners Lease for Memorial Park as presented; seconded by Member Lucy Ames. Motion carried 6-0.
- C. Philip Taylor House Lease** – Solicitor Jim Dennison stated he is done working on the Philip Taylor House Lease. Solicitor Dennison stated it is an easy lease, they are renting for a year, and it is the same lease as the Blews Hall Lease except it is for a year only. Solicitor Dennison stated they are going to use it as an escape room, and they cannot make any changes to the interior without express permission from the Borough. Member Sarah Gallagher made a motion to approve the Phillip Taylor House Lease as presented; seconded by Member Lucy Ames. Motion carried 6-0.

Borough Manager

- A. New Address Request** – Manager Dana Rooney stated we carried over this request for a new address for a few months now. Manager Rooney stated it is 104 Mabon Street, which is currently a single house, and they want to turn it into apartments one and two. Manager Rooney stated Mabon Street is zoned Low Density Residential (LDR), which typically does not allow apartments, but there are several other apartments already in that area, so we were questioning if it was grandfathered in. Solicitor Jim Dennison stated he talked to Zoning Officer Joe Kelsch about that, and it depends on whether it was already in separate apartments when the zoning went into effect. Solicitor Dennison stated someone has to physically look at it to see when it was changed. Zoning Officer Joe Kelsch stated he would look at it.
- B. Cash Transfers** –
- 1. General Fund** - Manager Dana Rooney stated for the General Fund, she would like to transfer \$300,000.00 from S&T Bank to PLGIT. Second Vice-President Randy Bartley made a motion to approve transferring for the General Fund \$300,000.00 from S&T Bank to PLGIT; seconded by Member Sarah Gallagher. Motion carried 6-0.
 - 2. Street Light Fund** – Manager Dana Rooney stated for the Street Light Fund, she would like to transfer \$40,000.00 from S&T Bank to PLGIT. Member David Taylor made a motion to approve transferring for the Street Light Fund \$40,000.00 from S&T Bank to PLGIT; seconded by Member Lucy Ames. Motion carried 6-0.
 - 3. Capital Fund** – Manager Dana Rooney stated for the Capital Fund, she would like to transfer \$1,000.00 from S&T Bank to PLGIT. Second Vice-President Randy Bartley made a motion to approve transferring for the Capital Fund \$1,000.00 from S&T Bank to PLGIT; seconded by Member Lucy Ames. Motion carried 6-0.
- C. Executive Session - Personnel** – Manager Dana Rooney requested an executive session for a personnel matter with action expected. Vice-President Karen Allgeier stated this will take place at the end of the meeting.

- D. Police Pension Minimum Municipal Obligation (MMO) for 2024** – Manager Dana Rooney stated the Police Pension MMO for 2024 is \$115,168.00. Member David Taylor made a motion to approve the Police Pension MMO for 2024 in the amount of \$115,168.00; seconded by Member Todd Gumphier. Motion carried 6-0.
- E. 2015 Police Interceptor Bid** – Manager Dana Rooney stated Police Chief Vince Markle asked her to list a 2015 Police Interceptor on the Municibid site, and the winning bid is \$5,500.00 from the Who Rescued Who Humane Society in Clarington, Pennsylvania. Member Todd Gumphier made a motion to accept the winning bid of \$5,500.00 from the Who Rescued Who Humane Society in Clarington, Pennsylvania for the 2015 Police Interceptor; seconded by Member Lucy Ames. Motion carried 6-0.
- F. Rose Siding Road Bridge Bid** – Manager Dana Rooney stated back in July, we opened bids for the Rose Siding Road Bridge, and never took action on it. Manager Rooney stated we had two contractors bid on Rose Siding Road, and they both came in significantly high. Manager Rooney stated we received a grant for this which is good through June 20th of 2025. Manager Rooney stated she recommends rebidding in winter, after this season has closed out, and the contractors are looking for work for the next season. Second Vice-President Randy Bartley made a motion to reject all bids and rebid in the winter; seconded by Member David Taylor. Motion carried 6-0.
- G. Borough Pension Minimum Municipal Obligation (MMO) for 2024** – Manager Dana Rooney stated the Borough Pension MMO for 2024 is \$15,620.00. Member David Taylor made a motion to approve the Borough Pension MMO for 2024 in the amount of \$15,620.00; seconded by Member Lucy Ames. Motion carried 6-0.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. Halloween Trick-or-Treat** – Mayor Richard Beck stated Halloween is going to be on Halloween, which is Tuesday, October 31st. Mayor Beck stated trick-or-treating will begin after the parade, and end at 8:00 P.M.

ELECTED OFFICIAL COMMENTS:

- A. Mayor Richard Beck** – Mayor Richard Beck stated all the departments are working well, and our Council is doing a great job.
- B. Member David Taylor** – Member David Taylor stated we dedicated the new playground at Memorial Park last week, and he has heard it has been jammed, and is tremendously successful. Mr. Taylor stated three executives from the Center for Rural Pennsylvania will be coming through Brookville, and Council is invited to meet with them for lunch on Tuesday, September 12th at 12:45 P.M. at the Courthouse Grille on Main Street.
- C. Member Lucy Ames** – Member Lucy Ames thanked Police Chief Vince Markle, Public Works Director Jonathan Rhoades, and Zoning Officer Joe Kelsch for being here tonight, and for everything they do.

- D. Second Vice-President Randy Bartley** – Second Vice-President Randy Bartley thanked the people who worked hard to bring that development into Brookville, because it is sorely needed. Mr. Bartley also thanked Planning Commission Chairman David Taylor and his crew for putting it through, and Zoning Officer Joe Kelsch for all his efforts.
- E. Vice-President Karen Allgeier** – Vice-President Karen Allgeier stated be safe on Halloween, and asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

Brookville Borough Council entered an executive session at 7:37 P.M. for a personnel matter with action expected. Executive session ended at 7:37 P.M. with the following action taken:

Personnel Committee Chair Lucy Ames made a motion from the committee that an unnamed employee has served two days suspension for a disciplinary action. Vice-President Karen Allgeier stated since this motion 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.

ADJOURNMENT:

Second Vice-President Randy Bartley moved to adjourn; seconded by Member Todd Gumphier. Motion carried 6-0 at 7:37 P.M.

Borough Manager