

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

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

COUNCIL MEMBERS

Mayor Richard Beck
Phil Hynes
Randy Bartley
Todd Gumphier
David Taylor
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

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 Sarah Gallagher moved to approve the minutes of the October 3rd meeting as submitted; seconded by Member David Taylor. Motion carried 5-0.

FINANCIAL REPORTS:

- A. Approval of Expenditures** – Member David Taylor moved to approve the accounts payables dated October 17th and November 7th as submitted; seconded by Second Vice-President Randy Bartley. Motion carried 5-0.
- B. Fund Level Financial Statements** – President Phil Hynes stated you have the Fund Level Financial Statement Summary, and if you have questions, we are here to answer them.

PUBLIC COMMENT:

- A. Brookville Area Chamber of Commerce – Free Parking for the Holidays Request** – Manager Dana Rooney stated the Brookville Area Chamber of Commerce is requesting that Main Street parking meters be allowed to be bagged for free parking the evening of November 22nd and removed the day of January 2nd. Manager Rooney stated this would allow visitors and guests to enjoy Main Street businesses and events for the holidays, without worrying about the meter fee. Member David Taylor made a motion to allow the Main Street parking

meters to be bagged for free parking the evening of November 22nd and removed the day of January 2nd as presented; seconded by Second Vice-President Randy Bartley. Motion carried 5-0.

REPORTS:

Chief of Police

- A. **Statistics** - Police Chief Vince Markle stated in October the Brookville Police Department had 140 calls for service, wrote 196 citations, 96 warnings, 190 parking tickets, 24 misdemeanors, 2 felonies, and 16 summaries.
- B. **Officer of the Month** – Police Chief Vince Markle stated Officer Austin Steele was Officer of the Month.
- C. **Executive Session** – Police Chief Vince Markle requested an executive session for a personnel matter with action expected.

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

Public Works – Public Works Director Jonathan Rhoades stated they are still picking up leaves. Mr. Rhoades stated he put together a yearly report. Mr. Rhoades stated they dredged 278 loads of creek sediment this year, replaced over 19 inlets, rebuilt and repaired over 15 inlets, did 4 dirt and gravel/LDR projects, and used roughly 540 tons of mix for winter.

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

Committee Reports - None

Solicitor

- A. **Water Plant Road – Traffic Study** – Solicitor Jim Dennison stated the I-80 bridge project starts next year for the bridges over North Fork Creek, and there will be around two hundred workers for the construction project. Solicitor Dennison stated they will be using the road to the dam, and he wants to protect it by establishing a weight limit for that road. Solicitor Dennison stated he thinks we should authorize our engineering firm to do a traffic study on the road. Member David Taylor made a motion to authorize the engineer to do a traffic study on Water Plant Road; seconded by Second Vice-President Randy Bartley. Motion carried 5-0.
- B. **Fire Tax Credit** – Solicitor Jim Dennison stated he gave Council Members a copy of the Fire Tax Credit, which is the ordinance that establishes the tax credit for the Brookville Volunteer Fire Company. Solicitor Dennison stated this is a standard agreement, and he changed it a little to comply with our situation. Solicitor Dennison stated it applies only to volunteers of the fire company, and for the volunteers who are residents in the Borough of Brookville. Solicitor Dennison stated it would be established by the Brookville Volunteer Fire Company, and the fire company would bring it to the Borough for approval. Solicitor Dennison stated Council needs to decide

what amount the credit should be for the volunteers regarding the earned income tax, and what percentage they will credit the volunteers in regards to the real estate tax. President Phil Hynes stated Council will look at it, and get some feedback for you before the next meeting.

Chief of Police – Continued

- A. **Advertise for Part-time Police Officers** – Police Chief Vince Markle stated he would like approval to advertise for part-time police officers. Second Vice-President Randy Bartley made a motion to allow Police Chief Markle to advertise for part-time police officers; seconded by Member David Taylor. Motion carried 5-0.

Borough Manager

- A. **New Address Request** – Manager Dana Rooney stated we have been carrying over a new address request from July. Manager Rooney stated this is for 104 Mabon Street, and making it into apartment one and apartment two. Manager Rooney stated Zoning Officer Joe Kelsch said it is zoned low density residential (LDR) which does not typically allow apartments. Manager Rooney stated it is written in the deed that it is a single-family residence. Solicitor Jim Dennison stated that is a denial. Member David Taylor made a motion to deny the new address request for 104 Mabon Street based on the Solicitor's opinion; seconded by Member Sarah Gallagher. Motion carried 5-0.
- B. **Resolution 601-23 – Brush Street Stormwater Culvert** – Manager Dana Rooney stated we have Resolution 601-23. Manager Rooney stated at the last meeting, we approved two resolutions for the Local Share Act (LSA) Funds. Manager Rooney stated this is a grant where there is no cash match, just a nonrefundable one-hundred-dollar application fee. Manager Rooney stated it was brought to our attention that this grant program would be a great applicant for our Brush Street stormwater culvert project that we need to do. Second Vice-President Randy Bartley made a motion to approve Resolution 601-23 for the Brush Street stormwater culvert as presented; seconded by Member Sarah Gallagher. Motion carried 5-0.
- C. **Main Street Handicap Parking/Meters** – Manager Dana Rooney stated she had a meeting with Senator Cris Dush, and she asked him if there were any complaints in the Borough that he received. Manager Rooney stated the only one they heard was there is a lack of handicap parking on Main Street, and the meters are too high at the handicap spots. Manager Rooney stated she heard at the dentist office that anesthesia patients could use a pick-up spot, because they have trouble walking significant distances. Member Sarah Gallagher suggested giving a meter bag to the dentist office to bag a meter for that purpose. President Phil Hynes stated we need to study this further. After some discussion, Second Vice-President Randy Bartley made a motion to remove parking meters from handicap spots; seconded by Member Sarah Gallagher. Motion carried 5-0.

- D. Special Event Permit – Tasting Tour 2023** – Manager Dana Rooney stated we have a Special Event Permit for Tasting Tour 2023, which is a version of the Wine Walk that the Brookville Area Chamber of Commerce put on, and it has been revamped to include breweries and food, in addition to wineries. Manager Rooney stated it will take place on December 2nd on Pickering Street and Main Street, and they are selling up to four hundred tickets. Manager Rooney stated two food trucks will be there also. President Phil Hynes stated he thinks there will be moonshine, and spirits, as well as wine. Manager Rooney stated that is true. Second Vice-President Randy Bartley stated he is skeptical of having hard liquor there. Member David Taylor made a motion to approve the Special Event Permit for Tasting Tour 2023; seconded by Member Sarah Gallagher. Motion carried 4-1, with Second Vice-President Randy Bartley opposed.
- E. Resignation Letter – Todd Gumphier – Emergency Management Coordinator** – Manager Dana Rooney stated she received a resignation letter from Todd Gumphier for his position as Emergency Management Coordinator for the Borough of Brookville. Second Vice-President Randy Bartley made a motion to accept Todd Gumphier’s resignation letter for his position as Emergency Management Coordinator for the Borough of Brookville with regret; seconded by Member Sarah Gallagher. Motion carried 5-0.

UNFINISHED BUSINESS:

- A. Madison Avenue – One Way Up or Down** – Mayor Richard Beck asked where are we at with Madison Avenue? Manager Dana Rooney stated Council never made a formal decision on what they wished to do. After some discussion, Second Vice-President Randy Bartley made a motion to make a four-way stop at the top of Madison Avenue for a ninety-day trial period; seconded by Member David Taylor. Motion carried 5-0. President Phil Hynes asked the Street Committee to look at this further, and give Council a recommendation on what to do.

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

- A. Mayor Richard Beck** – Mayor Richard Beck thanked all the departments for everything they have done.
- B. Member Sarah Gallagher** – Member Sarah Gallagher thanked Member Todd Gumphier for everything he has done, thanked the Brookville Volunteer Fire Company for Fire Prevention Week, thanked Public Works Director Jonathan Rhoades for his year-end report, and thanked the Brookville Police Department and Manager Dana Rooney for everything they do.
- C. Member David Taylor** – Member David Taylor stated he echoes what Member Sarah Gallagher said.
- D. Second Vice-President Randy Bartley** – Second Vice-President Randy Bartley asked if we received a Special Event Permit application for Light Up

Night. Manager Dana Rooney stated we approved it at the beginning of this year.

- E. **President Phil Hynes** – President Phil Hynes asked the media to mention the four-way stop at the top of Madison Avenue. Mr. Hynes asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

Brookville Borough Council entered an executive session at 8:02 P.M. to discuss a personnel matter with action expected. Executive session ended at 8:30 P.M. with the following action taken:

Member David Taylor made a motion to hire a part-time police officer, Chris Cella, immediately, with no shifts being worked until all paperwork is filed with the office; seconded by Second Vice-President Randy Bartley. Motion carried 5-0.

ADJOURNMENT:

Member Sarah Gallagher moved to adjourn; seconded by Second Vice-President Randy Bartley. Motion carried 5-0 at 8:31 P.M.

Borough Manager