

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, June 17, 2014 @ 7:00 P.M.

The Brookville Borough Council met in Council Chambers on Tuesday, June 17, 2014 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

Phil Hynes
Karen Allgeier
Bill Kutz
David Ferringer
Steve Hoak – via phone
Clarinda R. Darr

STAFF

Manager Dana Schreckengost
Superintendent Bob Receski
Solicitor Jim Dennison
Police Chief Jason Brown
Zoning/Code/Health Officer
Emerson Turnbull
Recorder Christine Gunning

VISITOR/MEDIA

Judi Anthony
Matt Triponey
Rebecca McQuown
Andrew Lugg

CALL TO ORDER:

Vice-President Hynes called the meeting to order and led the group in the Pledge of Allegiance to the American Flag.

FINANCIAL REPORTS:

1. Approval of Expenditures – The current bills were presented for approval. President Pro-Tem Allgeier moved to approve the bills as submitted; seconded by Member Kutz. Motion carried 6-0

2. Fund Level Financial Statement(s) – Vice-President Hynes stated the Fund Level Financial Statements were available to review. Member Clarinda R. Darr asked Vice-President Hynes about signage for Rails to Trails. Vice-President Hynes reported the signs were paid for by a local benefactor.

PUBLIC COMMENT:

- A. Rebecca McQuown – Bus Stop** – Rebecca McQuown stated her son is visually impaired, and she is concerned about where the school bus stops on Rose Siding Road. Superintendent Receski stated the school district is providing signs from Route 28 into town, and the Street Department will put the signs up. Rebecca McQuown stated she would like a ‘Blind Child’ or ‘Visually Impaired Child’ sign put up in her area. Vice-President Hynes asked the Street Committee to follow up on this.
- B. Andrew Lugg – Pedestrian Signals** – Andrew Lugg stated there are no pedestrian signals on the roads. Solicitor Dennison stated these signals need to be approved by PennDOT. Vice-President Hynes asked the Street Committee to follow up on this.

REPORTS:

Police Chief

1. **Parking Meters** – Chief Brown stated the Leslie Mahlberg Agency would like to purchase five parking meters. Solicitor Dennison stated they could not do that.
2. **Active Shooter Drill** – Chief Brown reported the Police Department took part in an active shooter drill today at the Brookville High School.

Fire Chief - No Report

Superintendents Report – Superintendent Receski said if anyone had questions regarding his written Superintendents report, he would be glad to answer them.

Health and Code Enforcement

1. **Dollar General Store on Allegheny Boulevard** - Zoning and Code Enforcement Officer Emerson Turnbull stated Ron Herring from Nichols and Slagle Engineering will be at the Borough Council meeting on Tuesday, July 1st.
2. **Ordinance for Sidewalks – Bike Racks** – Vice-President Hynes stated the ordinance for sidewalks does not permit bike racks, and needs altered to allow for them. Vice-President Hynes asked Solicitor Dennison to research the ordinance for sidewalks and alter it for Council to review.

Solicitor

1. **Police Civil Service Commission** – Solicitor Dennison stated the Police Civil Service Commission is coming up with testing procedures regarding potential officers on Thursday.
2. **Clarion Federal Credit Union** – Solicitor Dennison stated the Clarion Federal Credit Union is still submitting documents to the Borough Engineer.

Committee Reports

A. Personnel Committee/Safety Committee

1. **Safety Committee Formation** – President Pro-Tem Allgeier stated she needs to meet with Commissioner Terry O'Neill regarding this.
2. **Employee Manual** – President Pro-Tem Allgeier stated she reformatted the Employee Manual so Members Kutz and Ferringier can open it on their computers. President Pro-Tem Allgeier stated they will review it.
3. **Break Retarders Ordinance** – President Pro-Tem Allgeier reported she heard complaints about jake braking of 18 wheelers coming into town, and she is looking into an ordinance regarding this. President Pro-Tem Allgeier stated they might put up signs saying 'no brake retarders'. President Pro-Tem Allgeier reported she will get more information together on this for discussion at a future Borough Council meeting.

B. Community Resources Committee

1. **Main Street Membership** – Community Resources Committee Chair Clarinda R. Darr stated our Main Street membership will continue to June 2015.

2. **Update on DCNR Grant** – Member Darr stated President Pro-Tem Allgeier found the lease and maps that were needed for the DCNR Grant, and we beat the deadline by a week.
- C. **Use of Van on Street** – Vice-President Hynes tabled this topic until the next Borough Council meeting on Tuesday, July 1, 2014.

Borough Manager

1. **Meter on Sylvania Street** – Manager Schreckengost stated Penelec contacted us to see if we want to discontinue service at Sylvania Street. Manager Schreckengost stated we have not used service at Sylvania Street since October 2013, and it costs \$10.10 a month. Member Ferringer moved to have the meter on Sylvania Street disconnected; seconded by President Pro-Tem Allgeier. Motion carried 6-0.
2. **Playground Maintenance Inspections – 3 Year Contract** – Manager Schreckengost reported we have signed a contract for the years 2014 – 2016 to get all three playgrounds at Memorial Park, Longview, and Walter Dick Memorial Park inspected.
3. **Part-time Employee Request** – Manager Schreckengost requested a part-time employee that would work a minimum of 20 hours a week at a recommended pay of \$12/hour. Vice-President Hynes stated the Personnel Committee should look into this. President Pro-Tem Allgeier asked Manager Schreckengost to send an ad to the Personnel Committee. President Pro-Tem Allgeier moved the way be clear for the Personnel Committee to approve the ad and have Manager Schreckengost place it in the local paper; seconded by Member Ferringer. Motion carried 6-0. Member Ferringer moved to allow Manager Schreckengost to conduct interviews for part-time help for no less than 20 hours per week, at a salary between ten to twelve dollars per hour; seconded by President Pro-Tem Allgeier. Motion carried 6-0.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. **Open Hastings Street Bids** – Superintendent Receski opened four bids the Borough received for Hastings Street from Glenn O. Hawbaker in DuBois, Hager Paving in Strattanville, New Enterprise Stone & Lime Company in New Enterprise, and Terra Works in Clarion. The lowest responsible bid came from Hager Paving with bid security, a base bid of \$97,700.00, and an alternate bid of \$52,340.00. Member Ferringer moved to go with Hager Paving of Strattanville subject to review by the Engineer; seconded by President Pro-Tem Allgeier. Motion carried 6-0.
2. **Lawn Maintenance After Notifications** – Member Ferringer asked Council to support Code Enforcement Officer Emerson Turnbull to do the job that needs done in regards to neglected properties. Member Ferringer stated we need to make sure home owners maintain their properties so out-of-towners aren't scared away. Member Ferringer recommended the Borough pay someone part-time to cut the grass of neglected properties, and give the bill to the property owner. Code Enforcement Officer Turnbull stated they are allowed to charge the cost of

mowing plus 10%. President Pro-Tem Hynes stated Code Enforcement Officer Turnbull has the approval of Council to move forward with this.

3. **PSAB Webinar** – Member Darr stated the Pennsylvania State Association of Boroughs is having a webinar on drug testing Wednesday, June 25th from noon to 1 p.m. Member Darr stated the webinar costs forty dollars.
4. **Office Furniture** – Manager Schreckengost asked Council's permission to order \$1,477.00 of office furniture that is in the budget. President Pro-Tem Allgeier moved to approve Manager Schreckengost's new furniture; seconded by Member Kutz. Motion carried 6-0.

ELECTED OFFICIALS COMMENTS:

1. **Vice-President Hynes**
 - a. **Mayor's Conference** - Vice-President Hynes asked on Mayor Beck's behalf for Council to allow him to go to the Mayor's Conference July 17th – 20th. President Pro-Tem Allgeier moved to approve Mayor Beck to go to the Mayor's Conference July 17th-20th; seconded by Member Ferringer. Motion carried 6-0.
 - b. **Cat Ordinance** – Vice-President Hynes stated the Mayor received a complaint about numerous cats on Valley Street. Vice-President Hynes stated we don't have an ordinance against cats in the Borough. President Pro-Tem Allgeier stated the laws of the Animal Control Officers for the county and the state supersede any ordinance the Borough might attempt to put in.
2. **President Pro-Tem Allgeier and Member Darr** – President Pro-Tem Allgeier and Member Darr both asked everyone to attend the Laurel Festival.

EXECUTIVE SESSION:

Borough Council entered Executive Session at 8:07 p.m. to discuss personnel matters with no action expected. Executive Session ended at 8:27 p.m. with no action taken.

ADJOURNMENT:

President Pro-Tem Allgeier moved to adjourn; seconded by Member Kutz. Motion carried 6-0 at 8:27 p.m.

Borough Manager

