

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, November 18, 2014 @ 7:00 P.M.

The Brookville Borough Council met in the conference room on Tuesday, November 18, 2014 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

John Blazosky
Phil Hynes
Karen Allgeier
Bill Kutz
David Ferringer
Steve Hoak
Clarinda R. Darr

STAFF

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

VISITOR/MEDIA

Judi Anthony
Matt Triponey
John Pozza
Roy Darrin
Shannon Songer
Kimberly Mitchelisch

CALL TO ORDER:

President Blazosky 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. Manager Shick had one addition; \$98.91 for Brookville Lumber. Vice-President Hynes moved to approve the bills as amended; seconded by Member Hoak. Motion carried 7-0

2. Fund Level Financial Statement(s) – President Blazosky stated Manager Shick and Vice-President Hynes could answer any questions about the Fund Level Financial Statements.

PUBLIC COMMENT:

1. **Shannon Songer and Kimberly Mitchelisch – Breezeway Café** – Kimberly Mitchelisch from the Breezeway Café invited everyone to stop in and enjoy their old style home cooking. Ms. Mitchelisch stated they recently made changes to their menu, and they currently working on their take out menu. Member Kutz suggested they have a biker's special, and Ms. Songer and Ms. Mitchelisch thought that was a good idea.

REPORTS:

Police Chief

1. **Holiday Safety** – Chief Brown stated everyone should be careful using electricity around natural trees.

2. **Blue Light Decorations** – Chief Brown asked everyone to decorate with blue lights for the holiday season. Chief Brown asked everyone to put at least one blue light in their window to honor police officers, especially those who died in the line of duty.

Fire Chief - No Report

Superintendent's Report – Superintendent Receski said if anyone had questions regarding his written Superintendent's Report, he would be glad to answer them. Superintendent Receski reported he is working with Manager Shick to determine the cost the Borough incurs with its leaf collection.

Zoning and Code Enforcement – Zoning and Code Enforcement Officer Emerson Turnbull stated he had no report for this meeting, but he will have a full report at the next Borough Council meeting on December 2, 2014. Zoning and Code Enforcement Officer Turnbull stated residents must keep their sidewalks clear of snow.

Solicitor – No Report

Committee Reports

A. Community Resources

1. **Brookville High School Student/Member of Council** – Community Resources Committee Chair Clarinda R. Darr reported she should get the name of the student who will be sitting as a Member of Council in December.
2. **Eggs N Issues** – Community Resources Committee Chair Clarinda R. Darr reported she learned a lot at the most recent Eggs N Issues meeting. Community Resources Committee Chair Darr stated that becoming an active Trail Town can be beneficial for Brookville. Community Resources Committee Chair Darr suggested we revitalize Walter Dick Park and help the Industrial Park.

Borough Manager

1. **Clarion Federal Credit Union**– Manager Shick stated the minutes show no approval from the Borough for the Clarion Federal Credit Union. Solicitor Dennison stated that all Council has to do is approve the site plan. President Pro-Tem Allgeier moved to approve the Clarion Federal Credit Union site plan as amended; seconded by Member Hoak. Motion carried 7-0.
2. **Wells Fargo – House Donation** – Manager Shick reported the Wells Fargo donation of 73 South Pickering Street in Brookville to the Borough is moving forward, and Wells Fargo will be providing the title insurance.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. **Main Street Parking – Holidays** – Member Hoak stated the Borough should offer free parking on Main Street again this year for the holiday season. Member Hoak moved to allow free parking on Main Street on Fridays, Saturdays, and Sundays from November 28th to December 26th; seconded by Member Darr. Motion carried 7-0. Member Hoak stated this does not negate the two hour parking limit.
2. **Employee Handbook** – President Pro-Tem Allgeier asked Council to review the copy of the draft of the Employee Handbook they received, and let her know if they want to change or add anything.

ELECTED OFFICIALS COMMENTS:

1. **Member Darr** – Member Darr encouraged everyone to take part in Light Up Night on November 28th, and Small Business Saturday on November 29th.
2. **Member Ferringer** – Member Ferringer thanked the ladies from the Breezeway Café for coming to the meeting tonight, and wished everyone Happy Holidays.
3. **Member Hoak** – Member Hoak wished everyone Happy Holidays, and stated he would like to see everyone at Light Up Night.
4. **Member Kutz** – Member Kutz thanked the ladies from the Breezeway Café for coming to the meeting tonight, and thanked Member Ferringer for the week he spent as a missionary in Haiti.
5. **President Pro-Tem Allgeier** – President Pro-Tem Allgeier thanked everyone who worked on the Employee Manual, and thanked the Breezeway girls for keeping a Brookville staple going. President Pro-Tem Allgeier thanked the sponsors and donors of the United Fund Auction that took place November 8, 2014.
6. **Vice-President Hynes** – Vice-President Hynes stated the Finance Committee has been meeting, and they hope to have a budget for Council to review at the first Borough Council meeting in December.
7. **President Blazosky** – President Blazosky thanked the girls from the Breezeway Café for coming to the meeting.

MEDIA QUESTIONS/COMMENTS/CLARIFICATION:

Judi Anthony, a reporter, asked Council if the Employee Manual will go into effect the first of the year. President Pro-Tem Allgeier stated she would like the manual to go into effect the first of the year, but won't know that for sure until everyone including the Municipal Authority reviews it.

ADJOURNMENT:

President Pro-Tem Allgeier moved to adjourn at 7:30 p.m.; seconded by Member Kutz. Motion carried 7-0.

Borough Manager

