

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, February 17, 2015 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, February 17, 2015 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

John Blazosky
Karen Allgeier
David Ferring
Steve Hoak
Clarinda R. Darr
Tyler Peters -
Junior Council Member

STAFF

Manager Dana Shick
Mayor Richard Beck
Superintendent Bob Receski
Solicitor Jim Dennison
Zoning/Code/Health Officer -
Emerson Turnbull
Recorder Christine Gunning

VISITOR/MEDIA

Judi Anthony
Matt Triponey
John Pozza
Sharon Schwab
Janet Tice
Lisa Knepp

CALL TO ORDER:

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

CORRECTIONS/APPROVAL OF MINUTES (February 3, 2015)

President Pro-Tem Allgeier moved to approve the minutes as submitted; seconded by Member Ferring. Motion carried 5-0.

FINANCIAL REPORTS:

1. **Approval of Expenditures** – The current bills were presented for approval. Member Hoak moved to approve the bills as submitted, seconded by President Pro-Tem Allgeier. Motion carried 5-0.
2. **Fund Level Financial Statements** – President Blazosky stated that Manager Shick is available to answer any questions regarding the Fund Level Financial Statements.

PUBLIC COMMENT:

1. **Janet Tice – Feral Cats** – Janet Tice, a resident of South Pickering Street, reported there are several feral cats in her area, and she asked Council how she can get rid of them. Solicitor Dennison reported there is a state position that deals with dogs to make sure they are licensed, but it doesn't deal with cats. Code Enforcement Officer Emerson Turnbull stated former Police Chief Ken Dworek would give people traps to catch cats, and give them to the Humane Society. Code Enforcement Officer Turnbull stated he is not sure if we still have those traps. Code Enforcement Officer Turnbull stated there is a place in Coolspring that accepts animals at no cost. President Blazosky stated Solicitor Dennison will check into this issue further.

2. **Sharon Schwab – Brookville Food Pantry** – Sharon Schwab, Pastor at the First United Methodist Church, stated she was at tonight's meeting to represent the Ministerium in the area, and thanked Council for letting them use a Borough building for the food pantry. Sharon Schwab stated they are now feeding 180 families per week at the food pantry, and they need a new building that is bigger and allows the food to be loaded and unloaded by truck and with the use of equipment, instead of by hand. Sharon Schwab stated the food pantry owns a freezer they received through a grant, and they can't set it up because there isn't enough room. Sharon Schwab reported they will begin fund raising to get ready for what comes next for the food pantry. Sharon Schwab stated she would like suggestions from Council. Member Ferringer stated they might want to look at a property down by the Borough building on Darrah Street. Solicitor Dennison stated that property has a zoning issue and a potential flood issue. Member Darr thanked Sharon Schwab for coming and stated Council will be working on a resolution.

REPORTS:

Chief of Police – No Report

Fire Chief's Report – No Report

Superintendent's Report - Superintendent Receski stated if anyone had questions regarding his written Superintendent's report, he would be glad to answer them. Superintendent Receski stated it has been a rough two or three weeks dealing with the bad winter weather, and he commended his men for a job well done.

Zoning and Code Enforcement Officer – Zoning and Code Enforcement Officer Emerson Turnbull stated he would be glad to answer any questions regarding his written report.

Solicitor – No Report

Committee Reports

A. Personnel Committee

1. **Employee Handbook** – Personnel Committee Chair Karen Allgeier stated Manager Shick e-mailed everyone a copy of the revised Employee Handbook. Personnel Committee Chair Allgeier reported she has to replace the drug and alcohol policy in it. Personnel Committee Chair Allgeier asked everyone to review the Employee Handbook and see if there is anything else they want to change.
2. **Executive Session** – Personnel Committee Chair Allgeier asked for an Executive Session for a personnel matter with action expected.

EXECUTIVE SESSION:

Council entered an Executive Session at 7:17 p.m. to discuss a personnel matter with action expected. Executive Session ended at 7:27 p.m. with the following action taken: President Pro-Tem Allgeier stated the Personnel Committee brings forth a motion to hire two part-time employees for the Public Works Department. President Pro-Tem Allgeier stated at this time we will not be releasing their names, as they have not been notified of this. President Pro-Tem Allgeier stated they will be hired, if Council should vote to hire them, and they will be paid at the part-time rate as stated in the non-uniform contract. President Pro-Tem Allgeier stated the Personnel Committee voted unanimously to hire these two gentlemen. President Blazosky asked Council who was in favor of hiring these two individuals. Council approved this motion coming from the Personnel Committee 5-0.

B. Community Resources Committee

1. **Brookville Seal** – Community Resources Committee Chair Clarinda R. Darr stated she was in touch with the History Center and will work with them. Community Resources Committee Chair Darr stated she will update Council as that happens.
2. **DCNR Grant** – Community Resources Committee Chair Darr stated Cindy Dunlap sent a letter extending a conference call to address concerns regarding our grant application. Community Resources Committee Chair Darr stated she had a form to request one half of the grant money, which is \$15,000.00, from DCNR which we could put in an interest bearing account. Solicitor Dennison stated he thought we would receive \$7,500.00, not \$15,000.00. President Blazosky stated some Councilmen are not present tonight, and this should be reviewed further. Solicitor Dennison asked Community Resources Committee Chair Darr to give all of the paperwork regarding this to Manager Shick so she can review it. Member Hoak stated we need to submit a scope of work by May 29, 2015.

C. Property Committee

1. **Administration Building** – Property Committee Chairman Dave Ferring reported we were unable to get a grant to fix up the old school administration building, but some people might be interested in it.
2. **Auction for House on South Pickering Street** - Member Hoak asked Property Committee Chairman Dave Ferring about the auction the Borough is having for the house at 73 South Pickering Street. Ferring stated we will advertise the date, and go forward with the live auction. Manager Shick stated all the times and dates will be spelled out in the ad.

Borough Manager –

1. **Engineers RFP** – Manager Shick reported we have an ad out requesting RFPs for Borough Engineers, and so far we have received three of them. Manager Shick stated after she reviews them, she will give them to Solicitor Dennison to review, and hopefully they can select a Borough Engineer whether if they stay with the same one, or decide to switch firms.

2. **Township Engineer – Spring 2015 Seminar** – Manager Shick reported the Township Engineer Spring 2015 Seminar is taking place Monday, April 20th in Hershey and costs \$165.00 per person. Manager Shick stated anyone interested in attending should contact her.

UNFINISHED BUSINESS:

1. **Parking Ticket Issue** – Public Safety Committee Chairman Hoak stated the Public Safety Committee will meet soon to discuss the parking ticket issue.

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

- A. **Tyler Peters** – Junior Member Peters stated some people are concerned about the brick on some sidewalks in town coming up two or three inches in some places, and they would like something to be done about it in the spring. Member Hoak stated he thinks this is the property owner's responsibility. Solicitor Dennison stated Code Enforcement Officer Emerson Turnbull should look into this.
- B. **Mayor Beck** – Mayor Beck thanked Superintendent Receski for taking care of things really well.
- C. **Member Darr** – Member Darr stated everyone can find out how to research their family tree on Saturday, March 14th at the History Center from 1:00 to 3:00 p.m. Member Darr reminded everyone to attend Eggs N Issues at the Heritage House on Tuesday, February 24th. Member Darr reminded everyone to support the athletic department's district, regional, or state championships at the Brookville Area Highschool.
- D. **Member Ferringer** – Member Ferringer thanked Superintendent Receski and his men for the work they do.
- E. **Member Hoak** – Member Hoak thanked Council for their thoughts regarding his family's loss. Member Hoak asked everyone to be safe during this severe cold weather spell, and to check on neighbors and bring in animals.
- F. **President Pro-Tem Allgeier** – President Pro-Tem Allgeier reminded everyone the Brookville soup kitchen will be open this Thursday afternoon from 4:30 – 7:30 p.m. at the Episcopal Church. President Pro-Tem Allgeier thanked everyone for their patience with her work on the Employee Handbook. President Pro-Tem Allgeier suggested that President Blazosky make a Stormwater Committee, and President Blazosky stated they are working on it.
- G. **President Blazosky** – President Blazosky stated he received a thank-you note from HBI for Victorian Christmas.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION:

Reporter John Pozza asked if the old school administration building was being heated. Member Ferringer stated the building has been winterized.

ADJOURNMENT:

Member Hoak moved to adjourn; seconded by President Pro-Tem Allgeier. Motion carried 5-0 at 7:52 p.m.

Borough Manager