

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, June 2, 2015 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, June 2, 2015 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

John Blazosky
Phil Hynes
Karen Allgeier
Bill Kutz
Dave Ferringier
Steve Hoak
Clarinda R. Darr

STAFF

Manager Dana Shick
Mayor Richard Beck
Director of Public Works -
Dave Vallosio
Police Chief Jason Brown
Fire Chief Jim Lipuma
Zoning/Code/Health Officer
Emerson Turnbull – arrived 7:38 p.m.
Recorder – Christine Gunning

VISITOR/MEDIA

Matt Triponey
John Pozza
Randy Bartley
Ernie Caputo

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 (May 5, 2015)

President Pro-Tem Allgeier moved to approve the minutes as submitted; seconded by Member Kutz. Motion carried 7-0.

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 Hoak. Motion carried 7-0.
2. **Fund Level Financial Statements** – President Blazosky stated Manager Shick and Vice-President Hynes are available to answer any questions regarding the Fund Level Financial Statements.

PUBLIC COMMENT:

1. **Ernie Caputo – Clyde Kocher Estate Property at 67 Jenks Street** – Ernie Caputo asked Council if they are going to do anything about the Clyde Kocher Estate property at 67 Jenks Street, which is next to his home. Ernie Caputo stated he is getting a rodent problem due to that house. Mr. Caputo stated the front porch is ready to cave in, and the entire house is in bad shape. President Blazosky stated we have been discussing this and our Code Enforcement Officer has looked into it. Solicitor Dennison stated the problem is the property has a lot of liens on it, and the estate hasn't done anything. Member Hoak stated they are still trying to find the heirs to the estate. Mr. Caputo reported his home depreciated \$50,000.00 because that house is in such bad condition. Mr. Caputo said the

house at 67 Jenks Street cannot be fixed and needs to be condemned. Solicitor Dennison stated we need to see where it is on the judicial sale list. President Blazosky stated Solicitor Dennison will look into this issue further.

REPORTS:

Chief of Police

1. **1033 Program** – Chief Jason Brown reported the department acquired a weapons safe through the 1033 Program and got it in the building with a fork lift Miller Welding let them use. Chief Brown stated the department also received an exercise bike and a treadmill through the 1033 Program.
2. **Cameras in Vehicles** – Chief Jason Brown stated the hardware has been installed and the servers have been upgraded in regards to the in-car video capture systems. Chief Brown reported officers are becoming familiar with the systems and the protocols. Chief Brown reported after the officers are familiar with it, the video capture system will be put into effect and our officers will be utilizing it.
3. **Executive Session** – Chief Brown asked for an Executive Session to discuss a personnel issue with no action expected.

Fire Chief – Fire Chief Jim Lipuma reported the Brookville Volunteer Fire Company responded to 20 calls and 2 chief only calls during the month of May, investing 129 man hours, averaging 9 firefighters per call, and 16 members per drill night. Fire Chief Lipuma reported their average response time in Brookville was 5.35. Fire Chief Jim Lipuma reported the calls included 3 ambulance lift assists, 1 automatic fire alarm incident, 1 report of an explosion, 2 QRS, 2 structure fires, 1 traffic control, 1 tree on a house, 6 vehicle accidents with one fatality, 1 vehicle fire, 1 vehicle pedestrian accident, and they assisted the Police Department with an incident involving goats. Fire Chief Lipuma stated he attended the Brookville Safety Committee meeting on May 7th, and the Brookville Volunteer Fire Company assisted the Brookville Cemetery with a replacement of their flag pole ropes on May 10th. Fire Chief Lipuma reported the fire company assisted the Jefferson County Fairground by removing burnt out bulbs from the grandstands on May 11th, and replaced those light bulbs on May 30th. Fire Chief Lipuma reported the Brookville Volunteer Fire Company assisted the Brookville Lions Club with parking at their fishing event on May 16th. Fire Chief Jim Lipuma reported he attended the LEPC (Local Emergency Planning Committee) county meeting on May 19th, and a meeting with the Brookville Hospital on May 26th. Fire Chief Lipuma reported he attended and awarded the first ever David ‘Chip’ Wonderling scholarship to a well deserving young man, Lance Carrier on May 27th. Fire Chief Lipuma stated the fire company assisted the little league with a problem with their flag pole on May 30th. Fire Chief Lipuma stated he had the pleasure last evening to attend graduation and support two fine community oriented young men and members of the fire company, Robbie Bilquest and Lance Carrier.

Director of Public Works - Dave Vallosio, Director of Public Works, reported line painting has begun in the Borough with no painting being done on Main Street until after construction. Public Works Director Vallosio reported they replaced the parking meter post that was damaged in the accident on North Barnett Street, and they are waiting for meter heads and housings to be delivered. Public Works Director Vallosio reported all work orders are current.

Solicitor – Solicitor Dennison thanked everyone for cards and condolences they sent for the loss of his mother.

Engineer – Manager Shick stated Engineering Consultant Travis Long was absent this evening, but he did send a written report. Manager Shick reported they put the application together for potential CDBG funding through the County level, and it has been submitted to the County for further review. Manager Shick stated at least 51% of the people benefiting from the project must qualify as low to moderate income. Manager Shick stated she is asking for a motion authorizing her and her office staff to complete the income survey for the Elm Drive area to verify overall eligibility. Member Hoak moved to authorize Manager Shick and her office staff to complete an income survey for the area designated; seconded by Member Darr. Motion carried 7-0.

Committee Reports

A. Safety Committee

1. **Parking/Ticket Fees** – Safety Committee Chairman Steve Hoak reported the proposed parking fines are; parking meters day 1 to 14 is \$3.00, day 15 to 30 is \$25.00, after 30 days it's a \$100.00 citation, exceeding a two hour parking limit is \$5.00, not parking within the lines is \$5.00, parking prohibited certain times is \$10.00, parking prohibited at all times – like fire lanes, fire plugs and fire hydrants - \$50.00, no parking areas - \$25.00, and illegal handicap parking - \$50.00. Member Kutz asked if Council was open to lowering the fine for parking in a fire lane from \$50.00 to \$25.00, and President Pro-Tem Allgeier and Chief Brown stated they were not. Chief Jason Brown stated the police needs the authority to tow abandoned vehicles or vehicles that are blocking different areas. President Pro-Tem Allgeier stated the Borough could get signs that say 'subject to a fine and towing'. Chief Brown reported the last time the fine schedule was revamped was in the 1960's. Chief Brown stated the ordinance needs modified and brought up to today's standards. President Blazosky stated Solicitor Dennison will work on this.

B. Personnel Committee

1. **Equipment Operator Position** – Personnel Committee Chair Karen Allgeier stated the Committee asks that Manager Shick be able to re-advertise the open position at the Public Works Department, noting that applicants need to be able to operate backhoes. Solicitor Dennison stated first we need to declare the position open for an equipment operator and state the specific qualifications. Solicitor Dennison stated we must first

offer that to the union, and give them 10 working days to respond. Solicitor Dennison stated if no one responds, then Manager Shick can advertise for the position. This motion coming from the Personnel Committee was approved unanimously; motion carried 7-0.

C. Public Works Committee

1. **Wedge Curb – Doe/Fawn Drive** – Public Works Committee Chairman Bill Kutz reported the state recommended putting in a wedge curb at Doe/Fawn Drive. Solicitor Dennison recommended having the engineer look at it. Manager Shick read in the Engineer's Report Jefferson Paving proposed to furnish material and labor to construct the wedge curb for \$7,286.00. Manager Shick stated she will set up a meeting with Public Works Director Dave Vallosio, Engineering Consultant Travis Long, and the neighbors at Doe/Fawn Drive to see what the issues are, and if it is something the Borough should address or not address.

Borough Manager –

1. **Lifeguards – Walter Dick Park** – Manager Shick reported Walter Dick Memorial Park opened for swimming Memorial Day weekend. Manager Shick stated the Borough hired Joelle Hoffman and Jaren Ananea as co-head-lifeguards. Manager Shick stated the Borough also hired Aidan Hoffman, Eli Hoffman, and new hire Logan Markle as lifeguards. President Pro-Tem Allgeier moved to approve the hiring of Joelle Hoffman and Jaren Ananea as co-head-lifeguards, and Aidan Hoffman, Eli Hoffman, and Logan Markle as lifeguards for the summer season at Walter Dick Park; seconded by Member Kutz. Motion carried 7-0.
2. **Resolution 511-15 – Authorizing the Sale of Police Vehicles** – Manager Shick stated Police Chief Jason Brown would like to sell the police department's 2005 Ford Crown Victoria and 2008 Ford Crown Victoria Police Interceptor. President Pro-Tem Allgeier moved to approve Resolution 511-15 authorizing the Police Chief to sell the two police vehicles; seconded by Member Ferringer. Motion carried 7-0.
3. **Planning Commission Member – Seth Kerr** – Manager Shick stated Wayne Smith announced his retirement from the Planning Commission. Manager Shick reported the Planning Commission would like to bring forth the name of Seth Kerr to fill the remainder of Wayne Smith's term. President Pro-Tem Allgeier moved to approve Seth Kerr to fill the remainder of Wayne Smith's term on the Planning Commission; seconded by Member Kutz. Motion carried 7-0.
4. **Facebook Page** – Manager Shick reported Brookville Borough is now the owner of a Facebook Page.
5. **Graffiti the Park** – Manager Shick stated she wants to bring some color to Walter Dick Memorial Park. Manager Shick stated residents living within the Brookville Area School District can submit their artwork proposals to be painted on the side of the old restrooms at Walter Dick Park on a suspended board. Manager Shick reported the winner will received a \$25.00 gift

certificate. Manager Shick stated contestants are asked to submit a scaled drawing, no larger than an 8 ½" x 11" paper of their artwork proposal to the Borough Complex no later than 4:30 p.m. on June 19th. President Pro-Tem Allgeier moved to approve Manager Shick's Graffiti the Park proposal for Walter Dick Memorial Park with costs not to exceed \$125.00 which would be the \$25.00 gift card for the winner and the sheets of plywood; seconded by Member Darr. Motion carried 7-0.

6. **2015 Paving Advertisement for Bid** – Manager Shick stated Director of Public Works Vallosio has put together the bid package for this year's street paving, and tar and chipping. Manager Shick stated we need authorization to place that out for formal bid. President Pro-Tem Allgeier moved to allow Manager Shick and Public Works Director Dave Vallosio to put out the Superpave Asphalt Mixture Design for the street work in the Borough for 2015; seconded by Member Hoak. Motion carried 7-0.
7. **Special Event Permits**
 - a. **Rankin Auction** – Manager Shick reported a Special Event Permit needs to be approved for a Rankin Auction being held July 18th. Manager Shick reported they want to close a portion of Hunts Alley. Manager Shick stated Rankin has to place the barricades to block the road, and the Borough will pick up the barricades first thing Monday morning. President Pro-Tem Allgeier moved to approve this Special Event Permit of this Rankin Auction; seconded by Member Ferringer. Motion carried 7-0.
 - b. **Friends of the Flag - Flag Ride** – Manager Shick stated another Special Event Permit needs to be approved for a Flag Ride this Sunday, June 7th. President Pro-Tem Allgeier moved to approve the Special Event Permit for the Flag Ride; seconded by Member Ferringer. Motion carried 7-0.
 - c. **Art in the Park** – Manager Shick stated a Special Event Permit needs to be approved for Create's Art in the Park on June 13th. Manager Shick reported they requested the Borough move an electrical line, which would cost around \$1,200.00 to \$1,500.00. President Pro-Tem Allgeier moved to approve the Special Event Permit for Art in the Park by Create Brookville without their request for change in electrical service; seconded by Member Ferringer. Motion carried 7-0.
8. **Clearfield-Jefferson Heroin Task Force Offer** – Manager Shick reported the Clearfield-Jefferson Heroin Task Force sent us a paper asking if we would be interested in having an Overdose Combat Board, which tells you what to do in case of an overdose, erected somewhere in the Borough. Manager Shick stated all the Borough would provide is the labor to put the two posts in the ground. Member Ferringer stated the school would be a great place to put this, and asked if we could get two of them. President Pro-Tem Allgeier suggested talking to H.B.I. to see if it could have a place in the new park. Manager Shick stated she would pass the word along, and see if anyone is interested.
9. **Firemen's Audit** – Manager Shick stated, when we approved the new tax increase for the firemen, we approved it on the contingency of the Brookville Volunteer Fire Company having an audit. Manager Shick stated the

Brookville Volunteer Fire Company's fiscal year ended at the end of March, and wondered if we could get a motion to get their information over to McKinley's for the audit. Vice-President Hynes stated he was told McKinley's can't do audits. Vice-President Hynes recommended contacting Ferraro or Gabler to do the audit. Manager Shick stated she will come back to the next Borough Council meeting with some options. Member Hoak stated Council should set the parameters. Member Ferringer stated this is for the additional monies, the Brookville Volunteer Fire Company will still get what they normally get. Vice-President Hynes stated we need to set the parameters and call several auditing firms and see if they will do the audit. President Blazosky made an Ad-Hoc Committee consisting of Vice-President Hynes, Member Kutz, and Member Ferringer to address this issue and bring Council information at the next Borough Council meeting.

10. **Main Street Paving Update** – Manager Shick stated Penndot reported paving on Main Street is due to begin July 27th with work between the hours of 8:00 p.m. to 6:00 a.m.

UNFINISHED BUSINESS:

1. **Rental Inspections** – Member Steve Hoak reported he will re-type the information he has on this topic and have it ready for the next Borough Council meeting.
2. **Clyde Kocher Estate Property at 67 Jenks Street** – Code Enforcement Officer Emerson Turnbull reported a crew is set to mow the lawn at the Clyde Kocher Estate property at 67 Jenks Street.
3. **Billboard on Allegheny Boulevard** – Vice-President Hynes asked Code Enforcement Officer Emerson Turnbull about the billboard on Allegheny Boulevard. Code Enforcement Officer Turnbull stated it is not a billboard according to Penndot. Code Enforcement Officer Turnbull stated the sign is approved by Penndot, and Code Enforcement Officer Turnbull gave them an approval.

NEW BUSINESS:

1. **Depot Street Project** – Vice-President Hynes reported we were awarded a \$29,000.00 bid for the Depot Street Project to fill in the culvert. Vice-President Hynes reported we have \$40,000.00 in the budget for this project left from the previous year. Vice-President Hynes reported he talked to the contractor, and after this project is done, there are still some drainage issues all along the Depot Street Trail that need to be addressed. Vice-President Hynes reported there are three drainage culverts that need replaced, and the work can be done for \$1,900.00. Vice-President Hynes stated after that, the contractor would clear out the brush and flatten the area from that culvert to Brookville Lumber for \$4,200.00. Vice-President Hynes moved to approve \$6,100.00 of the funds we had remaining in the budget from last year to do this work. Vice-President Hynes reported the next step would be to apply for grants to put fresh limestone in the parking area. After some discussion, Vice-President Hynes again moved to approve \$6,100.00 for that additional

drainage work on Depot Street that has already been put in the budget; seconded by Member Kutz. Motion carried 4-3 with President Pro-Tem Allgeier, Member Darr, and Member Hoak dissenting.

ELECTED OFFICIAL COMMENTS:

- A. **Member Clarinda R. Darr** – Member Darr congratulated Manager Shick for creating a facebook page for the Borough, and the Graffiti the Park contest. Member Darr stated she hopes we have a good, long season at Walter Dick Memorial Park. Member Darr congratulated members of the class of 2015 all over the country. Member Darr reported Scripture Rocks will be delaying their opening until next fall. Member Darr thanked Chief Lipuma for attending the presentation for David ‘Chip’ Wonderling. Member Darr thanked Council members for continuing to move forward with our local government.
- B. **Member Dave Ferringer** – Member Ferringer congratulated the class of 2015, which included his granddaughter.
- C. **Member Steve Hoak** – Member Hoak congratulated all the graduates.
- D. **President Pro-Tem Karen Allgeier** – President Pro-Tem Allgeier stated she voted ‘no’ to the motion made this evening regarding Depot Street because she thought the money should have gone to the stormwater issue. President Pro-Tem Allgeier congratulated the class of 2015, stated auditions for summer theatre are this Saturday, and reminded everyone that Father’s Day is coming.
- E. **Vice-President Phil Hynes** – Vice-President Hynes stated stormwater issues are important, but other things need to move forward also.
- F. **President John Blazosky** – President Blazosky stated he had no comments to make, and asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION:

- 1. Reporter John Pozza asked Manager Shick if the income survey is just being done on Elm Drive, and Manager Shick replied yes it was.

EXECUTIVE SESSION:

Council entered an Executive Session at 8:33 p.m. to discuss a personnel issue with no action expected. Executive Session ended at 8:55 p.m. with no action taken.

ADJOURNMENT:

Member Hoak moved to adjourn; seconded by President Pro-Tem Allgeier. Motion carried 7-0 at 8:55 p.m.

Borough Manager

