

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

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

COUNCIL MEMBERS

John Blazosky
Phil Hynes
Karen Allgeier
Dave Ferringer
Steve Hoak
Clarinda R. Darr

STAFF

Manager Dana Shick
Mayor Richard Beck
Director of Public Works -
Dave Vallosio
Police Chief Jason Brown
Recorder Christine Gunning

VISITOR/MEDIA

Judi Anthony
Matt Triponey
John Pozza
Tawnia Norris
Bob Forrest
Mark Forrest

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 (June 16, 2015)

President Pro-Tem Allgeier moved to approve the minutes as submitted; seconded by Member Hoak. Motion carried 6-0.

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 6-0.
2. **Fund Level Financial Statements** – President Blazosky stated people are available to answer any questions regarding the Fund Level Financial Statements.

PUBLIC COMMENT:

1. **Mark Forrest/Rental Inspection Program** – Mark Forrest, a licensed real estate broker, stated he is on the board of directors of Allegheny Board of Realtors which includes Clarion, Forrest, and Venango, and he is a member of Clearfield – Jefferson Board of Realtors. Mark Forrest stated he would like to make Council aware of some issues regarding Rental Inspection Programs. Mark Forrest stated he attended a board meeting in Clarion last month where they discussed what Rental Inspection Programs are doing to housing markets across the area. Mark Forrest stated we have been losing funding across the board. Mark Forrest stated it would cost money to properly train the Rental Inspector to eliminate the possibility of possible lawsuits. Mark Forrest stated these costs and other Rental Inspection Program fees would be passed on to the renters, who would move to other less expensive towns. Mark Forrest stated the City of DuBois considered implementing a Rental Inspection Program and decided against it. Member Hoak

asked Mark Forrest if anyplace was using a Blight Ordinance, and Mark Forrest stated Oil City is using one.

2. **Tawnia Norris/Back-to-School Clothing Drive** – Tawnia Norris asked Council's permission to collect money on Main Street for have a Back-to-School Clothing Drive on Friday, July 24th. Member Ferringer moved to permit Tawnia Norris to collect money on Main Street on Friday, July 24th for a Back-to-School Clothing Drive; seconded by President Pro-Tem Allgeier. Motion carried 6-0.

REPORTS:

Chief of Police

1. **Compilation of Statistics** – Chief Jason Brown reported the Police Department has a new way of compiling statistics. Chief Brown reported for the month of June they logged 1,699 runs, filed 77 complaints, issued 21 traffic violations, issued 56 traffic warnings, made 8 felony arrests, made 16 misdemeanor arrests, and charged 7 people with summary offenses. Chief Brown reported today Officer Markle attended a taser instructor recertification class. Chief Brown stated in the month of August, three officers are scheduled to attend a wiretap class in cooperation with the Jefferson County Drug and Task Force.
2. **Laurel Festival** – Chief Brown reported the Laurel Festival took place without any problems.
3. **Victorian Christmas and Light Up Brookville** – Chief Brown stated the Victorian Christmas and Light Up Brookville have filed all the appropriate paperwork both with the Borough and with Penndot.
4. **Police Department Vehicles** – Chief Brown stated all the Police Department's vehicles are completed and operational.
5. **Area Burglaries** – Chief Jason Brown reported there was a burglary in town and several just outside the borough. Chief Brown reported the suspect has been arrested and has been charged after a thorough investigation by Officers Turnbull and Marshall. Chief Brown stated the suspect is in the Jefferson County Jail awaiting his preliminary hearing next week.
6. **Passageway from Crayon Castle to the Gold Eagle** – Member Clarinda R. Darr stated the passageway from Crayon Castle to the Gold Eagle is very dark and narrow and asked if it could be fixed. Chief Brown stated it is Penndot's responsibility. Member Hoak stated he thought Former Borough Secretary Steve Rowan had written a letter of concern regarding this to Penndot. Member Hoak stated he is in favor of sending another letter to Penndot. Member Hoak stated even a guard rail separating pedestrians from the traffic would be helpful. President Blazosky stated Manager Shick will write a letter to Penndot regarding this matter.
7. **Police Vehicles for Sale** - Member Ferringer asked Chief Brown the status of the police department vehicles that are up for bid. Chief Brown stated they should be gone this week. Chief Brown stated Mr. Macinnis is coming Friday at 11:00 a.m., and Mr. Keys should be here Wednesday or Thursday. Member Ferringer asked if they were open bids, and Chief Brown stated they were. Chief Brown stated both of the bids were over \$1,000.00 for each vehicle.

Fire Chief – Member Hoak stated Fire Chief Jim Lipuma apologized for currently being out of town, and read the Fire Chief’s written report. Member Hoak stated the Brookville Volunteer Fire Company responded to 16 calls during the month of June, averaging 10 firefighters per call, and 17 members per drill night. Member Hoak reported they invested 175 man hours for the emergency calls only. Member Hoak stated their average response time in Brookville was 6:48. Member Hoak stated this response time is from the time of dispatch until the first truck responds. Member Hoak stated that includes travel time for the firefighters to get to the station, get dressed in their turn out gear, get on the fire truck, and then respond as a team. Member Hoak reported in the month of June there were 4 activated automatic fire alarm calls, 1 gas leak, 4 motor vehicle accidents, 1 QRS, 1 personal rescue call involving a child stuck in a laundry chute, 1 stand by assignment at another fire station, 2 structure fires, and 2 incidents occurred where the company was dispatched for traffic control. Member Hoak stated, on June 2nd and 3rd, Fire Chief Lipuma attended FBI training on dealing with large situations and the media. Member Hoak reported three other officers, including Tracy Zents, Fire Company President Charles Turnbull, and himself attended this training as well, and Fire Chief Lipuma thanks these dedicated fire company officers for taking time from their own life and livelihoods to make our fire company better prepared. Member Hoak reported they assisted Create Brookville’s ‘Art in the Park’ with parking and hand wash assistance on June 13th. Member Hoak stated the Brookville Volunteer Fire Company participated in the Laurel Festival Parade, and assisted the Police Department with traffic control for the event.

Director of Public Works - Dave Vallosio, Director of Public Works, reported they have begun mowing right of ways with the new tractor. Public Works Director Vallosio stated the replacement parts for the playground equipment were delivered today and they will be installed by the contractor. Public Works Director Vallosio also reported they are repairing inlets when the weather permits, and all complex work orders are current.

Zoning/Code/Health Officer – No Report

Engineer – No Report

Committee Reports

A. Ad Hoc – Audit Committee

1. **Fire Company Audit Update** – Vice-President Hynes reported the Audit Committee has contacted several accounting firms, and the Committee recommends retaining the services of Auditor Larry Gabler to meet with the Committee and representatives of the Fire Company to see exactly what records are available. Vice-President Hynes stated, once we know what information is available, then we will know what type of review we need, and if we should continue with Mr. Gabler’s firm or another. President Pro-Tem Allgeier asked if Mr. Gabler currently audits the Borough books, and Vice-President Hynes stated he does. President Pro-Tem Allgeier asked what the cost of this would be. Member Ferringer reported Mr. Gabler stated he could not estimate the cost until he saw what

he had to work with. President Pro-Tem Allgeier asked if Council had to vote on this. President Blazosky stated even though it is coming from Committee, it is something Council has always wanted to do, we just needed to find the firm to do it, and now we can move forward with it. Vice-President Hynes stated he does not think we are looking at the cost of a full-scale audit.

B. Finance Committee

1. **Cash Transfer** – Vice-President Hynes stated at the March 17, 2015 Borough Council meeting, Council temporarily transferred \$3,000.00 from the Street Maintenance Department to Liquid Fuels due to a temporary cash flow problem. Vice-President Hynes stated we have attained the needed revenue to transfer that back. Vice-President Hynes made a motion coming from the Finance Committee to transfer \$3,000.00 from the Liquid Fuels account back to the Street Maintenance Department. This motion coming from the Finance Committee was approved unanimously. Motion carried 6-0.

C. Stormwater Committee

1. **Committee Update** – Stormwater Committee Chairman Dave Ferringer stated the committee met last Tuesday, and they are coming together with a plan on how to handle this monumental task. Stormwater Committee Chairman Ferringer stated the committee consists of President Pro-Tem Karen Allgeier, Member Clarinda R. Darr, Manager Shick, Public Works Director Dave Vallosio, the Engineer when needed, a secretary to take notes, and himself. Stormwater Committee Chairman Ferringer stated the committee will meet on the first Thursday of every month at 1:00 p.m. at the Borough Complex.

Solicitor – No Report

Borough Manager –

1. **Graffiti the Park Update** – Manager Shick reported no contestants turned in drawings for the Graffiti the Park contest. Manager Shick stated we might try to do this again next year.
2. **Special Event Permit – Victorian Christmas** – Manager Dana D. Shick stated Council needs to approve a Special Event Permit for Victorian Christmas taking place December 3rd through the 6th. President Pro-Tem Allgeier moved to approve the Special Event Permit for Victorian Christmas as long as Code Enforcement Officer Emerson Turnbull and Fire Chief Jim Lipuma sign off on it, and on the contingency that the event holders pay for the additional police force needed to work that night; seconded by Member Ferringer. Motion carried 6-0.
3. **PSAB Fall Conference** – Manager Dana D. Shick stated the PSAB Fall Conference is scheduled for October 16th to the 18th at Seven Springs Mountain Resort. Manager Shick stated that Council Members should contact her if they are interested in attending. President Pro-Tem Allgeier and Member Clarinda R. Darr stated they are interested in attending.

NEW BUSINESS:

1. **2015 Paving Bids** – President Blazosky opened the three 2015 paving bids that the Borough received. President Blazosky stated Glenn O. Hawbaker in DuBois bid \$230,861.50 with a bid bond, New Enterprise Stone & Lime Company in New Enterprise bid \$182,095.50 with a bid bond, and HRI Western Region in State College bid \$235,700.00 with a bid bond. Member Ferringer moved to accept the bid of \$182,095.50 from New Enterprise Stone & Lime Company; seconded by Vice-President Hynes. Motion carried 6-0. Manager Shick reported there is \$200,000.00 in the budget for this.
2. **New Mower Needed** – Vice-President Hynes stated the Public Works Department is having trouble with mowers, and the Street Committee recommends authorizing the Street Superintendent to purchase a mower not to exceed \$1,200.00. This motion coming from the Street Committee was approved unanimously. Motion carried 6-0.
3. **Depot Street Project Update/Grant** – Vice-President Hynes reported work began on the Depot Street Project on June 5th. Vice-President Hynes stated they got quite a bit of it cleared out and leveled, and the culvert prepared to put in the drainage pipe, and then it started to rain. Vice-President Hynes reported they are waiting for the weather to clear to complete the project. Vice-President Hynes asked Council permission to pursue a \$10,000.00 grant from the People for Bikes Community Grant Program that does not require a match. Vice-President Hynes stated we would have to apply for this grant before the end of the month. Vice-President Hynes stated the grant money could be used for crushed limestone and facilities. Member Hoak moved to give Vice-President Hynes permission to pursue the \$10,000.00 grant from the People for Bikes Community Grant Program that does not require a match; seconded by President Pro-Tem Allgeier. Motion carried 6-0.

ELECTED OFFICIAL COMMENTS:

- A. **Mayor Beck** – Mayor Beck thanked Mark Forrest for coming to the meeting tonight, and stated that he was very informative.
- B. **Member Clarinda R. Darr** – Member Darr thanked Mark Forrest for attending tonight's meeting and for his comments. Member Darr thanked everyone involved with the Laurel Festival. Member Darr reminded everyone to support 'Paint the Town Purple' July 6th through August 1st. Member Darr welcomed back reporter Judi Anthony who attended tonight's meeting. Member Darr asked Manager Shick to not let Graffiti the Park fall between the cracks, and to try it again next year.
- C. **Member Dave Ferringer** – Member Ferringer thanked everyone who attended the meeting tonight, including Tawnia Norris. Member Ferringer stated it all makes Brookville better.
- D. **Member Steve Hoak** – Member Hoak thanked everyone for attending the meeting tonight. Member Hoak stated there are tons of possibilities regarding a Rental Inspection Program, and we should take our time to find a solution that works for Brookville. Member Hoak also stated he thinks the Borough

should step in regarding Special Event Permits, and get a schedule of fees or something together to inform people.

E. President Pro-Tem Karen Allgeier – President Pro-Tem Allgeier stated she believes they still have the packages they got the Special Event Permit form from, and a schedule of fees was in there for other places. President Pro-Tem Allgeier stated we can give that schedule to Member Darr and her committee to review in regards to police reimbursement. President Pro-Tem Allgeier thanked everyone who attended the meeting tonight, and stated it was nice to see reporter Judi Anthony. President Pro-Tem Allgeier reported the Rental Ordinance is about health and safety more than anything else.

F. President John Blazosky – President Blazosky thanked everyone for coming to the meeting tonight, and asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION:

1. Reporter Judi Anthony asked Vice-President Hynes who will write the grant for the trail. Vice-President Hynes reported he did not know, and that the Borough will be applying for the grant. Vice-President Hynes stated the grant will be awarded in December.

ADJOURNMENT:

Member Ferringer moved to adjourn; seconded by President Pro-Tem Allgeier.

Motion carried 6-0 at 7:42 p.m.

Borough Manager