



Borough of Brookville

January 15

2013

Council AGENDA

MEMBERS

John Blazosky – President
Phil Hynes – Vice President
Karen Allgeier – President Pro Tem
David Ferringer
William Kutz
Steve Hoak
James B. Sarvey

STAFF

Charles R. Gable – Borough Manager
Bob Receski – Superintendent
Jim Dennison – Solicitor
Chip Wonderling – Mayor
Ken Dworek – Police Chief
Matt Hasselback – Code Enforcement Officer
Christine Gunning – Recorder

Borough of Brookville
Council Meeting Agenda
Tuesday, January 15, 2013 @ 7:00 PM

MEMBERS

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Steve Hoak
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I. CALL TO ORDER – President Blazosky

II. PLEDGE OF ALLEGIANCE

III. CORRECTIONS/APPROVAL OF MINUTES

a. January 2, 2013 - minutes

IV. FINANCIAL REPORTS

a. Review/Approve Accounts Payable

Attachment A

V. PUBLIC COMMENT (5 minutes per speaker)

The purpose of this part of the meeting is for the public to 'comment' on issues germane to the business of the Borough Council regarding items not on the current agenda. It is not a question and answer period. Council members may or may not choose to respond to your comments. Personal attacks and/or comments that council deems to be personal attacks against any individual or organization, whether related to the Borough or not, or the use of vulgarities, obscenities, or similar acts will not be tolerated. Although each speaker is generally given 5 minutes to comment, Council reserves the right to further limit or expand the time allotted to each speaker, or to defer the time for comments to the next regular or special meeting of Council if Council should determine that there is insufficient time for comments at this meeting.

a. None scheduled as of 1/11/13

VI. REPORTS:

a. Fire Chief

b. Police Chief

c. Superintendent

d. Code Enforcement

e. Committee Reports

i. Property Committee

1. Soda Machines – Borough Complex

2. 2013 Lease Review Rates

ii. Finance Committee

1. Firemen's Club \$55,000 Capital Fund Contribution

2. Status of Bank Signature Cards/Financial Authorization

f. Borough Manager's Report

i. Communications/Announcements

1. Officer Gallagher Thank You

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2. Act 41 Firefighters Insurance Implications
- ii. Liaison Report (between Authority/Borough)

VII. UNFINISHED BUSINESS

- a. Police Contract – signatures
- b. ABCs 2013 meeting schedules advertised Page 5
- c. Adoption of Ordinances/Resolutions
 - i. Ordinance #1084 – Tax Collector Payment Page 7
 - ii. Ordinance #1085 – Office of Borough Manager Page 9
 - iii. Resolution #483-13 – Authorizing Borough Manager to Conduct Business Page 14
 - iv. Resolution #484-13 – Emergency Operations Plan Page 16
- d. Workers' Compensation Rental Space Renovations Attachment B

VIII. NEW BUSINESS

- a. State Ethics Commission Statement of Financial Interests
- b. (RE)Appointment of ABC members to new terms
 - i. Police Civil Service Commission (6-yr. term)
 1. Eric Zents – unable to contact
 - ii. Code Enforcement Appeal Board (5-yr. term)
 1. Greg Bazylak – willing to serve another term
 - iii. Shade Tree Commission (5-yr. term)
 1. Ken Dworek – willing to serve another term
 - iv. Zoning Hearing Board (5-yr. term)
 1. Judi Anthony – willing to serve another term
 - v. Planning Commission (5-yr. term)
 1. Bill Kutz – willing to serve another term
 2. John Mester – term expires in 2014 but wishes to be replaced
 - vi. Municipal Authority (5-yr. term)
 1. Tom Dinger – willing to serve another term
 - vii. Council Vacancy Board (1-yr. term)
 1. Judi Anthony – willing to serve another term
- c. Crestwood Mobile Home Park Page 17

IX. ELECTED OFFICIAL COMMENTS:

- a. Mayor Wonderling
- b. Council Members
 - i. Sarvey
 - ii. Ferringer
 - iii. Allgeier
 - iv. Hoak
 - v. Kutz
 - vi. Hynes
 - vii. Blazosky

X. MEDIA QUESTIONS/COMMENTS/CLARIFICATION

XI. CALL FOR ADJOURNMENT

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CLEARFIELD / JEFFERSON CRISIS
132 THE MEADOWS DRIVE • CENTRE HALL, PA • 16828
1-800-341-5040 • VOICE AND TTY/TDD
FAX: 814-364-9670

January 4, 2013

Sergeant Kevin Bickle
Brookville Police Department
#70 Second Street, Suite B
Brookville, PA 15825

Re: Officer Gallagher

Dear Sergeant Bickle,

On December 30, 2012, the crisis office had contact with a client, Dana Bissell, who appeared very suicidal and in need of assistance. We contacted your department to do a wellness check on the client and ensure safety due to a weapon being present. Officer Gallagher arrived at the scene, was able to disarm the client and help get her to inpatient services. He contacted the emergency room at Brookville for medical clearance, went as far as taking her personally to the ER, and assisted in finding her inpatient services at Clarion.

My staff member Kris Gramling wanted to personally commend Officer Gallagher for his service excellence and for going above and beyond our expectations. We look forward to further working with Officer Gallagher and your department in the future.

Sincerely,



Tammy Harrington
Team Lead, Crisis Intervention Services
UCBH/The Meadows
814-360-3494

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*St. Marys Insurance Agency Inc.
and affiliates
Smith-Keats Agency, McKean Insurance,
Boyles Insurance & Emporium Insurance*

January 10, 2013

Stephen Rowan
Brookville Borough
18 Western Ave. - Suite A
Brookville, PA 15825

Dear Stephen:

We are sending this letter to keep you informed of the insurance implications of Act 46 of 2011 – the Firefighter Cancer Presumptive Law – which designates cancer as an occupational disease for firefighters when meeting certain criteria. The passage of this law has created issues with insurance carriers with respect to Workers' Compensation coverage for career and volunteer firefighters. Some insurance carriers have already decided to stop writing coverage for firefighters altogether. Others are still reviewing their options.

No matter how each insurance carrier decides to handle this new law, one thing is pretty certain, workers' compensation premiums for municipalities with firefighter classes will be going up to compensate for this new exposure. We want you to know that we are staying on top of the situation. We are in regular contact with our insurance carriers as to their plans, and our carriers have asked for input from our agency because of the number of municipalities that we insure. We are tentatively planning on having some informative seminars around our marketing territory in February and March. At those seminars we can give you more information that comes and talk about options. We would like municipal officials as well as fire company officers to attend as this affects both.

I am looking to see what the interest is for the seminars. Please email or call me if you are interested in attending a seminar. We would also be available to meet individually with your municipality. Please do not hesitate to contact our agency with any questions that you have.

Thank you,



Scott A. Surja, CIC
Phone (800) 884-2897
Email: scotts@stmarysinsurance.org

St. Marys Insurance Agency Inc
301 Depot St, PO Box 32
St. Marys, PA 15857
814-834-2897 / Fax 814-834-4735
Toll Free: 1-800-884-2897
stmarys@stmarysinsurance.org

Boyles Insurance
11 Nichols Street
Clearfield, PA 16830
814-765-8152 / Fax 814-765-1788
Toll Free: 1-800-249-1220
contact@boylesinsurance.com

Smith-Keats Agency
409 Center Street, PO Box 190
Johnstown, PA 15855
814-965-7117 / Fax 814-965-2059
Toll Free: 1-888-635-2133
smithkeats@stmarysinsurance.org

Boyles Insurance
400 S. Asherton Street
State College, PA 16801
814-234-1991 / Fax 814-234-0639
Toll Free: 1-800-339-1875

**No coverage can be bound via fax, email or answering machine

McKean Insurance
600 Chestnut St, Ste 1
Bradford, PA 16701
814-362-9840 / Fax 814-362-9842
Toll Free: 1-800-910-9840
mckean@stmarysinsurance.org

Emporium Insurance
141 E. Fourth Street
Emporium, PA 15834
814-486-6103 / Fax 814-486-1062
Toll Free: 1-888-786-8338

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BOROUGH OF BROOKVILLE

18 WESTERN AVENUE • SUITE A
BROOKVILLE, PENNSYLVANIA 15825

(814) 849-5321

FAX: (814) 849-4964

Regular Meetings First and Third Tuesday of Each Month
7:00 p.m. Council Chambers
www.brookville.boroughs.org

**SCHEDULE OF 2013 REGULAR MEETINGS OF THE
BROOKVILLE BOROUGH, AUTHORITY AND COMMISSIONS**

Pursuant to the Sunshine Act of 1974 and the revised Sunshine Act of 2002, the following schedule will be followed in 2013 for the following meetings (unless otherwise announced and advertised):

Borough Council – Regular Meetings at 7:00 PM, 1st and 3rd Tuesday of the month.

Planning Commission – at 6:00 PM, 2nd Monday of the month.

Municipal Authority – at 4:00 PM, 2nd Tuesday of the month.

Shade Tree Commission – As Needed, 6:15 PM 3rd Tuesday of the month.

All meetings are held in the Borough Building, in Council Chambers, at 18 Western Avenue, Suite A. All times are prevailing times. No regular meeting will be held on a legal holiday, but shall be held on the succeeding business day. None of the meeting dates, times or locations listed above will change without proper public notification. The public is welcome to attend any of the above listed meetings.

Charles R. Gable, *MPA*
Borough Manager
Manager Municipal Authority

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BOROUGH OF BROOKVILLE
JEFFERSON COUNTY, PENNSYLVANIA

ORDINANCE No. 1084

AN ORDINANCE ESTABLISHING THE COMPENSATION
OF THE BOROUGH TAX COLLECTOR

BE IT ORDAINED AND ENACTED by the Borough Council, as is hereby ordained and enacted by the Authority of the same as follows:

Section 1. Compensation of Tax Collector –

A. The elected Tax Collector for the Borough of Brookville shall receive compensation in the form of a commission for each real estate and/or personal tax bill collected at the discount and/or face value at the rate of \$3.25 per bill resulting in an increase of \$0.25 per bill collected.

B. For real estate and/or personal taxes collected late and/or at the penalty rate, the elected Tax Collector for the Borough of Brookville shall receive compensation of 3% of the amount collected.

Section 2. Effective Date –

This ordinance shall be effective immediately but apply only to taxes assessed and collected for the tax year commencing on January 1, 2014.

Section 3. Repealer –

All ordinances and parts of ordinances inconsistent herewith are hereby repealed.

Section 4. Severability –

If any provision or part of this Ordinance is for any reason found to be unconstitutional, illegal, or invalid, such decision shall not affect or impair the validity of any of the remaining provisions or parts of this Ordinance. It is hereby declared as the intent of Borough Council that this Ordinance would have been adopted had such unconstitutional, illegal, or invalid provision or part not included herein.

ORDAINED AND ENACTED at a regular meeting of the Council of the Borough of Brookville, Jefferson County, Pennsylvania, ____ day of January, 2013.

BOROUGH OF BROOKVILLE

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By _____
John Blazosky, President

Attest:

Charles R. Gable, Secretary

AND NOW, January ____, 2013, the foregoing Ordinance is hereby approved.

David Wonderling, Mayor

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**BOROUGH OF BROOKVILLE
JEFFERSON COUNTY, PENNSYLVANIA**

ORDINANCE NUMBER 1085

**AN ORDINANCE OF THE BOROUGH OF BROOKVILLE, JEFFERSON
COUNTY, PENNSYLVANIA, CREATING THE OFFICE OF BOROUGH MANAGER.**

WHEREAS, the Borough currently conducts the day-to-day business of the Borough through the Borough Council and the Secretary; that Council deemed it appropriate and in the best interest of the Borough and its residents to establish the office of Borough Manager; and

WHEREAS, the Borough Code requires that the position of Manager be created by ordinance with the duties of the office delineated in the ordinance.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Council of the Borough of Brookville, Jefferson County, Pennsylvania, and it is hereby ORDAINED AND ENACTED by the authority of the same as follows:

SECTION 1: Creation of Office of Manager

1.1 The Office of Borough Manager is hereby created by the Borough Council of the Borough, subject to the right of Council, by ordinance and at any time, to abolish that office.

SECTION 2: Appointment and Removal of Manager

2.1 The manager shall be appointed for an indefinite term by a majority of all the members of Council. The borough manager shall serve at the pleasure of council, subject to contractual rights that may arise under an employment agreement that may be entered in accordance with Section 1142 of the Borough Code (53 P.S. § 46142). At least 30 days before such removal becomes effective, Council shall furnish the Manager with a written statement setting forth its intention to remove him and the reasons therefore.

SECTION 3: Qualifications of Manager

3.1 The Manager shall be chosen on the basis of his executive and administrative abilities, with special reference to his actual experience in, or his knowledge of, accepted practices in respect to the duties of his office as set forth in Section 6 below. The Manager need not be a resident of the Borough or of the Commonwealth of Pennsylvania at the time of appointment, but as soon as practicable thereafter, shall become, and during his tenure, shall remain a resident of the Borough.

SECTION 4: Manager*s Bond

4.1 Before entering upon the duties of Manager, the appointed Manager shall give

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bond to the Borough with a bonding company assuring such sum as is set by Resolution of Council, conditioned upon the faithful performance of the duties of the office. Any premiums associated therewith or therefore shall be paid by the Borough.

SECTION 5: Manager's Compensation

5.1 The salary of the Manager shall be fixed from time to time in the same manner as compensation for all other Borough employees, or as set forth in an employment agreement that may be entered in accordance with Section 1142 of the Borough Code (53 P.S. § 46142). At such time as Council appoints an individual to the office of Manager, Council shall also fix the initial salary of said Manager.

SECTION 6: Powers and Duties of Manager

6.1 The Manager shall be the Chief Administrative Officer of the Borough and shall be responsible to Council as a whole for the proper and efficient administration of the affairs of the Borough.

6.2 The Manager's powers and duties shall relate to the general management of all Borough business, not expressly imposed or conferred upon other Borough officers by statute.

6.3 Subject to recall by ordinance of Council, the Manager shall:

6.4 Supervise and be responsible for the activities of all Borough departments except the police department.

6.5 With the concurrence of Council, hire, and when necessary for the good of the Borough, suspend or discharge employees under the Manager's supervision and jurisdiction.

6.6 Make recommendations to Council with respect to the compensation of all employees under his supervision and jurisdiction.

6.7 Prepare and submit to Council before the close of the fiscal year or on such alternative date as Council may determine, a budget for the next fiscal year as an explanatory budget message and administer same.

6.8 Obtain from the Chief of each department, board, agency or other office, estimates of revenues and expenditures and other supporting duties for the purpose of preparing the budget

6.9 Serve as Borough Secretary and Treasurer without additional compensation.

6.10 To the extent provided by law, execute and enforce the ordinances and resolutions of the Borough.

6.11 Attend all meetings of Council and, upon request, attend its committee meetings

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with the right to take part in any and all discussions pursuant to the rules and regulations for the conduct of meetings as established by Council.

6.12 Prepare the agenda for each meeting of Council and supply facts pertinent thereto.

6.13 Submit periodic reports of the condition of Borough Ordinances and such other reports as Council deems appropriate and may request.

6.14 Make recommendations to Council as the Manager deems necessary and appropriate.

6.15 Submit to Council as soon as practicable at the close of the fiscal year a complete report of the financial and administrative activities of the Borough for the preceding year.

6.16 Secure compliance with all franchises, leases, permits and privileges granted by Council.

6.17 Employ, with the approval of Council, experts and consultants to perform work and to advise in connection with any of the functions of the Borough and to see to the letting of contracts in due form of law.

6.18 Supervise performance and faithful execution of all contracts.

6.19 Secure payment to the Borough of all money owed and insure that proper proceedings are taken for the securing and collection of all of the Borough*s claims.

6.20 Be the Purchasing Officer of the Borough and purchase, in accordance with the provisions of the Borough Code, all supplies and equipment for various agents, boards and Departments and other offices of the Borough.

6.21 Prepare necessary invoices and collect utility fees for services provided by or through the Borough and any other municipal fee imposed by Borough Ordinance.

6.22 Prepare invoices for and collect those taxes not otherwise collected by the Tax Collector.

6.23 Serve as the Administrative Manager of the Borough Municipal Authority.

6.24 Serve as Secretary to the Zoning Hearing Board and Planning Commission

6.25 Be responsible for managing and directing the finances of the Borough to insure proper investments of all municipal funds in excess of immediate needs as well as the administration of all loans.

6.26 Keep an account of all purchases and, when directed by Council, make a full and

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written report thereof.

6:27 Issue rules and regulations, subject to the approval of Council, governing the requisition and purchase of all municipal supplies and equipment.

6:28 Investigate and dispose of all complaints regarding services or personnel of the Borough.

6:29 Be administrator, supervisor and be responsible for activities of any and all Borough employees who shall be assigned to his jurisdiction by ordinance or resolution of Council or assigned to his jurisdiction by the Mayor in writing as hereinafter provided.

6:30 Represent Council in matters relative to union and union members and shall issue all work rules and disciplinary notices to union employees on behalf of Council.

6:31 Keep a current inventory showing all real and personal property of the Borough and its condition, and shall be responsible for the care and custody of all such property, including equipment, buildings, parks and all other Borough property, which is not by law assigned to some other office or body for care and control.

6:32 Publish all notices, ordinances or other documents required by law to be published and to prepare or cause to be prepared all reports which the Borough or any officials thereof are required by law to prepare.

6:33 Prepare and have custody of all municipal records required by law to be kept by the Borough and not by a specific officer.

6:34 Where the law makes it the duty of a specific officer to keep or maintain records, the Manager shall make available to such officer all necessary clerical assistance for the preparation of such records and shall make available a place for the custody of such records.

6:35 Where the law requires or provides for a certification of any records or documents by any office of the Borough, the Manager shall cause such records or documents to be properly prepared and presented to such officer for his signature.

6:36 Keep a complete set of maps and plats showing the location of all Borough utilities and other Borough properties, streets and other public places, and all lots or parcels of land subdivided according to law.

6:37 Shall maintain an office in Borough Building and shall spend such time in the performance of his duties as may be required by Council

6:38 When the Manager becomes ill or needs to be absent from the Borough, the Manager shall designate with the approval of Council, one qualified member of his staff who shall perform the duties of the Manager during the Manager*s absence or disability.

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SECTION 7: Delegation of Certain Powers and Duties of Mayor to Manager

The Mayor is hereby authorized to delegate to the Manager, subject to recall by written notification at any time, any of his nonlegislative and nonjudicial powers and duties.

ORDAINED AND ENACTED at a regular meeting of the Borough of Brookville, Jefferson County, Pennsylvania, on the _____ day of January, 2013.

BOROUGH OF BROOKVILLE
BY: _____
John Blazosky, President of Council

ATTEST:

Charles R. Gable, Borough Secretary

AND NOW, this _____ day of January, 2013, the foregoing Ordinance is hereby approved.

David Wonderling, Mayor

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BOROUGH OF BROOKVILLE
JEFFERSON COUNTY, PENNSYLVANIA

RESOLUTION NUMBER 483-13

A RESOLUTION AUTHORIZING THE BOROUGH MANAGER, TO CONDUCT THE
BUSINESS AFFAIRS OF THE BOROUGH

WHEREAS, the Borough of Brookville has to adopted an ordinance creating the office of
Borough Manager (Ordinance 1085, adopted 15 January 2013),

AND, has employed a Borough Manager in compliance with the ordinance as adopted,

NOW, THEREFORE, BE IT RESOLVED by the Borough of Brookville, Jefferson County,
Pennsylvania, and IT'S HERBY RESOLVED AND ENACTED by the authority of the same that
the Borough Manager, as appointed and employed by the Borough Council of Brookville is
authorized to conduct, change, or modify any existing or newly created accounts and to engage
in other business which may be deemed necessary to conduct the affairs of the Borough of
Brookville.

RESELVED AND ENACTED at a regular meeting of the Borough of Brookville, Jefferson
County, Pennsylvania on the 2nd day of January 2012.

BOROUGH OF BROOKVILLE

By _____
John Blazosky, President

Attest:

Charles R. Gable, Borough Manager

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BOROUGH OF BROOKVILLE

18 WESTERN AVENUE - SUITE A
BROOKVILLE, PENNSYLVANIA 15825

(814) 849-5321

FAX: (814) 849-4964

*Regular Meetings First and Third Tuesday of Each Month
7:00 p.m. Council Chambers
www.brookville.boroughpa.org*

Borough of Brookville
18 Western Avenue, Suite A
Brookville, PA 15825-1540
(814) 849-5320 (Authority Office)
(814) 849-5321 (Borough Office)
(814) 849-4964 (FAX)

RE: Authorization of Personnel

Dear Sir or Madam:

We, the undersigned, and duly elected representatives of the residents of the Borough of Brookville, constituting a majority of Borough Council, authorize the following administrative staff to conduct business with _____ and to change or modify any existing or newly created accounts and to engage in other business which may be deemed necessary to conduct the affairs of the Borough of Brookville:

Approved Administrative Personnel:

Charles R. Gable, Borough Manager

Sincerely:



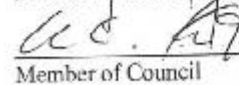
John Blazosky, President of Council



Karen Algeier, President Pro-Tem of Council



Member of Council



Member of Council

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Jefferson County Department of Emergency Services
9-1-1 / EMA



560 SERVICE CENTER ROAD
BROOKVILLE, PA 15825
(814) 849-5052 Office (814) 849-6387 Fax



TRACY W. ZENTS, DIRECTOR LINDA A. HOLMES, PLANNER
CHRIS CLARK, DEPUTY DIRECTOR OF 911 OPERATIONS & TECHNOLOGY

TO: Local Emergency Management Coordinators

FROM: Tracy W. Zents
Emergency Service Director

DATE: January 10, 2013

SUBJECT: Update of EOP (Emergency Operation Plan)

With the newly elected officials, secretaries and changes in coordinators, please review your municipal EOP (Emergency Operation Plan).

I've enclosed a promulgation, resolution and change page for your convenience to make the new changes. On the change page if you have changes, put the page number, the changes were made on, date and sign. If there are no changes, put no changes, date and sign. I am also enclosing the pages of the resource section of your EOP for you to make changes. Include a copy of the page you made the changes on for our records.

If you have any questions, please contact my office at 814-849-5052, Monday through Friday, between the hours of 8:30 A.M. and 4:30 P.M. or e-mail me at dfitzgerald@jeffersoncountypa.com.

Thank you in advance for your help in this matter.

Thank you.

Chuck,

I will make changes with Plan. This gives you an explanation though

HOAK INSURANCE SERVICES

20250049 FAX 8148496302

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PROMULGATION

THIS PLAN WAS ADOPTED BY _____ Borough/Township (elected officials).

RESOLUTION NO. _____ DATED _____ IT SUPERCEDES ALL PREVIOUS PLANS.

(Chief Elected Official)

(Secretary)

Local Emergency Management Coordinator

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NICHOLS & SLAGLE ENGINEERING, INC.
PROFESSIONAL ENGINEERS

333 Rouser Road, Airport Office Park, Building 4, Suite 600, Moon Township, PA 15108-2773 - 412-269-9440 - Fax 412-269-6533

August 27, 2012

Borough of Brookville
Crestwood Mobile Home Park
Preliminary Site Plan Review
Submitted: July 11, 2012
NSE No. P07-083(a)

Location

Eastern side of Brush Street, the southern side of Macadam Street,
and the Brookville Borough Pinecreek Township border.

Description

Construction of fifteen (15) Mobil Home Park Spaces on a parcel of
property of unknown area.

Zoning

"SR" Special Residential District

Chapter 198 - Subdivision and Land Development

Article II - Application and Plan Requirements

Section 10 - Preliminary Plans and Data

Preliminary plans and data shall include, but not be limited to, the
following:

- B(3) Include tract boundaries with bearings, distances and
area in acres to the nearest hundredths of an acre.
- B(9b) Indicate the location of the nearest fire hydrant.
- B(10a) Provide name, right-of-way, and cartway width for the
proposed road system.
- B(10e) Show all Building setback lines on the plan.
- B(10f) Indicate areas for open space/public dedication.
- B(10g) Provide a stormwater management plan.

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- B(10h) Submit a copy of the preliminary plans to the Brookville Municipal Authority for review and comment on the design and location of the proposed waterlines and sanitary sewers. The sanitary sewer and waterline material must conform to the Authority's standards. Provide an approval letter for the water and sewer lines from the Brookville Municipal Authority. Provide approval from local fire department and/or Fire Marshall.
- B(10i) Provide plans and profiles of the proposed sanitary and storm sewers, manholes, and final grade. Include materials and diameters.
- B(10j) Tabulation should be included on the plan as follows:
- | | |
|------------------|---------------------------|
| Zoning: | Zoning District |
| Proposed Use: | |
| Sewerage System: | (Name of Sewer Authority) |
| Water Source: | (Name of Water Authority) |
| Electric: | Company Name |
| Gas: | Company Name |
| Telephone: | Company Name |
- B(10k) Provide roadway details and access agreement to enter the property. Indicate the ownership of the proposed roadway. All lots shall have public access.

Article IV - Improvement and Construction Requirements

Section 28 - Sanitary Sewers

- A. Installation of sanitary sewers shall be made in accordance with the regulations of the Commission and Municipal Authority and shall be subject to inspections by the Authority Engineer.

Section 29 Storm Sewers

Provide the proposed storm sewer plan and profiles along with a stormwater management plan.

Section 30 - Water Supply

- A. Installation of waterlines shall be made in accordance with the regulations of the Commission and Municipal Authority and shall be subject to inspections by the Authority Engineer.

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Chapter 230 - Zoning

Article III - Zoning Districts and Use Regulations

Section 26 Lot and yard requirements

All setback lines shall be included on the drawings.

Article IV - Off-Street Parking

Section 47 Minimum off-street parking spaces required

- (32) A minimum of two off-street parking stalls must be provided per mobile home. There shall be four off-street parking stalls for every four units, located within 100 feet of the last unit in the row. The lot must be hard surfaced, striped and provide handicapped accessible spaces that are marked on the pavement and by sign at the end of the stall. Handicapped accessible stalls are to be located as close to the main entrance as possible.

Article V - Buffer Areas and Fences

Section 54 Determinations of buffers

Any use in the category listed in a particular existing zoning district that abuts any other classification of zoning districts that the proposed development is located in must provide one tree for every 10 feet, and meet the following minimum buffers.

TABLE V-A-3

SR abutted by LDR shall have minimum buffer spacing of 10 feet.

Article VIII - Noise

Section 90 Noise Level

31. Noise levels shall not exceed the following:

<u>Time Period</u>	<u>Sound Level (dba)</u>
7:00 a.m. to 9:00 p.m.	60
9:00 p.m. to 7:00 a.m.	60

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Article IX - Lighting and Glare

Section 92 Glare

In any district, any operation or activity producing intense glare shall be so conducted that direct and indirect illumination from the source of light shall not cause illumination in excess of 1/2 of one footcandle above background when measured at any residence district boundary line and/or as outlined by the latest ANSI-approved American National Standard Practice for Roadway Lighting, ANSI/IESNA RP-8-00. Flickering or intense sources of light shall be so controlled as not to cause a nuisance across any lot lines.

Section 94 Streetlights

All outside lighting, including sign lighting, shall be directed in such a way as not to create a nuisance to any adjacent use and roadway. All luminaries and fixtures shall be equipped with a glare-shielding device, cutoff downward cast in the case of freestanding area lighting, approved by the Borough Engineer. Intensity of outdoor lighting shall be limited within usable areas of a site (i.e., roads, parking, walkways, etc.) to an average and maximum intensity that conforms to the latest ANSI-approved American National Standard Practice for Roadway Lighting, ANSI/IESNA RP-8-00 based on surface type, road classification, pedestrian and bicycle traffic, unless otherwise approved by the Borough Council. Provide a lighting plan for this facility.

Article X - Signs

Section 104 Signs in an LDR, MDR, SR, or RC District

Indicate location, size, and illumination of all proposed signs for this facility.

Comments

1. Storage: Any material stored outside a building incidental to the primary operation shall be adequately secured. All organic rubbish shall be contained in airtight, vermin proof containers.
2. Provide Department of Labor and Industry and BOCA approval.
3. Brookville Borough elected to comply with the provisions of Pa. Act 45 which is the Statewide Uniform Construction Code. All non-residential construction projects are now governed by the

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International Building Code/2003. All residential construction must now follow the International Residential Code/2003. The National Electrical Code/2002 Edition is now the Electrical Code. A Building Permit is required under the condition that the applicant completes the work as approved by the municipality in accordance with the Zoning Ordinance and the Building Code as approved. The developer shall obtain a building permit application from the Borough Secretary.

4. If the proposed roadway is to remain private, provide a statement that "The Borough is not responsible for the Private Street that links this subdivision to a Public Street." "The Private Street(s) contained on this Plan shall never become a Public Street of the Borough of Brookville.
5. Provide adequate roadway flow pattern or construct Cul-De-Sac for better access of emergency vehicles.
6. Provide Ownership/Management Plan for the Trailer Park.
7. Brush Street cannot support the proposed traffic load due to the steep slope/narrow substandard roadway. Indicate proposed traffic route and plans to improve Brush Street.

Recommendations

The Developer shall comply with the Borough Ordinances and aforementioned comments and resubmit.

Very truly yours,

Daniel B. Slagle, P.E.
Principal Engineer

DBS/SAM/ss

cc: Kenneth D. Berlin, P.L.S.
Brookville Municipal Authority
James Dennison, Esq.

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