

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, August 4, 2015 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, August 4, 2015 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

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

STAFF

Manager Dana Shick
Mayor Richard Beck
Police Chief Jason Brown
Fire Chief Jim Lipuma
Director of Public Works -
Dave Vallosio
Zoning/Code/Health -
Officer Emerson Turnbull
Solicitor James Dennison
Engineering Consultant –
Travis Long
Recorder Christine Gunning

VISITOR/MEDIA

Judi Anthony
Matt Triponey
John Pozza
Jamie Barger
Mark Forrest
Bob Forrest
Roy Darrin

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 (July 21, 2015)

President Pro-Tem Allgeier moved to approve the minutes of the July 21st meeting as submitted; seconded by Member Bill 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 Dave Ferringer. Motion carried 7-0.
2. **Fund Level Financial Statements** – President Blazosky stated people are available to answer any questions regarding the Fund Level Financial Statements.

PUBLIC COMMENT:

1. **Brookville's Best – Jamie Barger – Brookville Chamber** – Jamie Barger, Director of the Brookville Chamber of Commerce, stated she has been there for about a year. Director Barger reported she and Member Clarinda R. Darr attended a grant workshop sponsored by the Orton Foundation as part of their Community Heart and Soul program, where they discussed working together for a common community vision. Director Barger stated there are four steps to this process:

- a. **Lay the Groundwork** – Director Barger stated laying the groundwork involves bringing everyone together from the community, getting organized, creating a roadmap, and spreading the word.
 - b. **Explore Your Community** – Director Jamie Barger stated exploring your community involves getting oriented, identifying community values, and gathering stories. Director Barger stated they have been awarding up to \$25,000.00 for the story telling part.
 - c. **Make Decisions** – Director Barger stated this step involves formalizing decisions, making choices, and developing options.
 - d. **Take Action** – Director Jamie Barger reported the final step involves mobilizing resources, following through, and cultivating heart and soul.
2. **John Pozza – Traffic at Pine Street and Marlin Street Intersection** – John Pozza, a resident on Pine Street, stated there is heavy traffic at the intersection of Pine Street and Marlin Street in the morning and after school. Mr. Pozza stated these are two narrow streets with heavy traffic, and this issue is particularly bad in the winter time. Mr. Pozza asked Police Chief Jason Brown if he could take a look at this area, and see if it would make sense to make a section one way, or to put a sign up indicating you can't turn right on Pine Street. Police Chief Jason Brown stated he will look into this issue.
3. **Roy Darrin – Signs Around Town** – Roy Darrin stated he had attended a Council meeting a few weeks ago and mentioned a sign that said 'We Build Houses', and that sign is still up. Code Enforcement Officer Emerson Turnbull stated he never saw that sign. Mr. Darrin stated that sign can be seen as you go up the hill going west on Main Street. Code Enforcement Officer Turnbull stated he will contact the people that put the sign up, and take the sign down himself. Roy Darrin stated there is a 'Yard Sale' sign that is duct taped to the light standard in front of Dr. Mark's building on the corner. Code Enforcement Officer Emerson Turnbull stated he will look into these issues.

REPORTS:

Chief of Police – Police Chief Jason Brown reported in the month of July there were 1,960 calls for service, 33 suspicious activities, 12 accidents, 12 disorderly conducts or disturbances, 17 traffic citations, and 7 criminal arrests. Police Chief Brown stated this week two of our full-time officers and one of our part-time officers, who are members of the Jefferson County Drug Task Force, are attending a five day wiretap class in Hershey. Police Chief Brown asked for someone to call for an Executive Session with no action expected.

Fire Chief – Fire Chief Jim Lipuma reported the Brookville Volunteer Fire Company responded to 28 alarms during the month of July, averaging 11 firefighters per call, investing 264 man hours for the emergency calls only, and averaging 17 members per drill night. Fire Chief Lipuma stated their average response time in Brookville was 5:31 seconds, which included the time of dispatch until the first truck responds. Fire Chief Lipuma stated this 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. Fire Chief Jim Lipuma reported their summary of calls as follows; 2 activated automatic fire alarms,

1 incident in which they assisted police regarding a meth lab, 1 flooded basement, 2 fuel/oil spills, 11 motor vehicle accidents, 3 QRS, 1 power line down, 1 stand by assignment at another fire station, 2 structure fires, and 4 vehicle fires. Fire Chief Lipuma reported he attended the Brookville School District Safety Committee meeting on July 2nd. Fire Chief Lipuma reported on July 4th, the fire company participated in both the Corsica and Brockway Independence Day holiday parades and also had a truck stand by for the Corsica fireworks. Fire Chief Lipuma reported on July 29th the fire company taught children at the station about emergencies along with the Brookville Police Department and Jefferson County EMS. Fire Chief Lipuma reported on July 30th he taught the staff of Crayon Castle how to use fire extinguishers and how to report an emergency. Fire Chief Lipuma reported this past Saturday, the fire company with the assistance of the Falls Creek Fire Company got the large tree that was hung up on the dam removed. Fire Chief Lipuma reported this could not be done without a boat, and suggests the Borough send a thank you card and donation to the Falls Creek fire company thanking them for their support. Fire Chief Lipuma reported the Falls Creek fire company broke their boat trailer assisting them. Fire Chief Lipuma reported four members are currently taking a state class on Vehicle Rescue, and two members completed basic fire school this past weekend. Fire Chief Lipuma congratulated Robbie Bilquest, Jon Ossman, and Devin Gill for finishing their fourth and final module of the Essentials Class last weekend. Fire Chief Lipuma stated they willingly invested over 200 hours of training to complete this class. Fire Chief Lipuma reported he hopes everyone shows their support and purchases a ticket to the John Michael Montgomery Concert on August 22nd so this tradition can continue with possibly a better act next year. Fire Chief Lipuma stated he asked Council at the February meeting to consider increasing parking fines for fire lane tickets, and there has been no resolve of this issue. Fire Chief Lipuma stated he wants everyone to know he supports a rental inspection in the Borough for safety reasons. Fire Chief Lipuma reported, contrary to the rumors you might have heard, he is not looking for a job with the Borough administering rental inspections.

Director of Public Works - Dave Vallosio, Director of Public Works, reported the new plow truck chassis should be in by the end of August. Public Works Director Vallosio stated flood control mowing began last week, and the new tractor is working well. Public Works Director Vallosio reported all work orders are current.

Zoning/Code/Health Officer - Zoning and Code Enforcement Officer Emerson Turnbull reported he made 3 site visits and had 1 meeting regarding an overgrown property on Pennsylvania Avenue, made a site visit and 3 calls regarding trash and the general condition of a property on East Main Street, and he made a site visit and 2 calls regarding grass and garbage conditions at a property on East Main Street. Zoning and Code Enforcement Officer Turnbull reported he made a site visit tagging and 2 calls about an unsecured freezer and fridge at a property on East Main Street, and this issue was resolved. Zoning and Code Enforcement Officer Emerson Turnbull reported he made a site visit and gave final notice regarding 2 unregistered vehicles and high weeds at a property on East Main Street, and since then one car was removed and the weeds will be cut. Zoning and Code Enforcement Officer Turnbull reported he made a site visit and gave final notice regarding an unregistered vehicle on Thompson Street, and this vehicle

has since been removed. Zoning and Code Enforcement Officer Turnbull stated he made 2 code lookups and delivered subdivision paperwork, had a high grass call regarding a property on Hastings Street, and had 2 calls and made 2 site visits regarding trash and grass at a property on Pride Street. Zoning and Code Enforcement Officer Emerson Turnbull reported he made 1 call and home visit regarding the progress of a business on East Main Street, he made 1 call and set up a meeting for the Firemen's Club regarding a project, and he made 2 calls regarding projects and the need for permits. Zoning and Code Enforcement Officer Turnbull reported he made 1 call regarding unpermitted work on Marlin Street, and it turned out they didn't need a permit. Zoning and Code Enforcement Officer Turnbull reported he rode around with Public Works Director Dave Vallosio to discuss 2 projects. Member Clarinda R. Darr asked Zoning and Code Enforcement Officer Turnbull for an update on the Motel 6. Zoning and Code Enforcement Officer Turnbull reported the property is being sold, and someone came in last week to do a survey and appraisal.

Engineer – Engineer Travis Long stated Gwin, Dobson & Foreman are always looking for funding opportunities for the Borough in regards to grants. Engineer Long stated unfortunately, there was nothing new to report today. Engineer Travis Long stated Borough Manager Dana D. Shick asked him to take a look at the storm water drainage issue on Elm Drive. Engineer Long reported he met with Public Works Director Dave Vallosio and Stormwater Committee Chairman Dave Ferringer on July 28th, and they found that most of the work can be done in-house. Engineer Long stated they came up with a corrective action plan, and a wedge curb would be beneficial. Engineer Travis Long reported in regards to pending items, they received the stormwater plan drawings for the Greenberg site on June 17th, and subsequently the review has been completed. Engineer Long reported a lengthy list of deficiency items in regards to the Borough's ordinances were identified and relayed to the appropriate parties, and this project remains ongoing.

Committee Reports

A. Ad Hoc – Audit Committee

1. **Update on Fire Company's Audit** – Audit Committee Chairman Phil Hynes reported they are not trying to delay the process of conducting the Fire Company's audit. Audit Committee Chairman Hynes reported Mark McKinley should complete the general audit for the Fire Company's taxes in the next week or so, then the Audit Committee will move forward with this.

Solicitor – No Report

Borough Manager

1. **Maintenance Building Roof** – Manager Shick stated the Maintenance Building roof needs replaced. Manager Shick stated it would cost \$6,996.00 to do just the area over the office and shop, and the original quote from R&R Roofing was \$36,960.00. Manager Shick asked Council if the budget could be squeezed to do the area over the office and shop. Public Works Director

Dave Vallosio stated the roof has been leaking for about ten years. President Pro-Tem Allgeier suggested the Finance Committee meet with Manager Dana D. Shick to find \$6,996.00 to take care of this. President John Blazosky stated there is a definite need to fix the roof. Finance Committee Chairman Phil Hynes stated Council will find the money for this. Public Works Director Dave Vallosio reported the work done would be guaranteed for 18 years. President John Blazosky stated this should be turned over to the Finance Committee to research. President Pro-Tem Allgeier moved to authorize repairing the metal roof over the office and shop area in the Maintenance Building for \$6,996.00; seconded by Member Hoak. Motion carried 7-0.

2. **Special Event Permit** – Manager Dana D. Shick reported Council is being asked to approve a Special Event Permit for Create's Water Jam taking place this Saturday afternoon, August 9th from 1:00 – 4:00 p.m. President Pro-Tem Allgeier moved to approve this Special Event Permit for Create for Water Jam. Member Ferringer asked Solicitor Dennison about liability, and Solicitor Dennison stated Create has their own liability insurance. Member Ferringer seconded President Pro-Tem Allgeier's motion. Motion carried 7-0.
3. **Penndot's Response Letter – Safety Concerns** – Manager Shick stated she received a letter from Penndot in response to the letter we sent to them regarding pedestrian safety concerns along State Route 36 and State Route 322 in Brookville. Manager Shick reported according to the letter, the installation of any sidewalks or guiderails is the Borough's responsibility. Manager Shick stated Penndot suggests installing 'Pedestrian Area' signs, and installing these signs would be the Borough's responsibility. Manager Shick stated according to Penndot, there is no history of accidents involving pedestrians in that area.
4. **Employee Change** – Manager Shick reported the numbers she presented at the last Borough Council meeting in regards to bringing Chris Silvis on full-time were incorrect. Manager Shick reported the Borough will pay \$1,087.38 per year as opposed to what is paid now. Member Steve Hoak moved to continue to do the 75-25 split to bring Chris Silvis on full-time; seconded by Member Clarinda R. Darr. Member Bill Kutz requested an Executive Session with possible action. President Pro-Tem Allgeier asked if the motion can be tabled. Member Hoak withdrew his motion, and Member Darr withdrew her second until after Executive Session.
5. **Junior Council Member Program** – Solicitor Dennison stated this program is sanctioned by the PSAB (Pennsylvania State Association of Boroughs). Solicitor Dennison stated Member Clarinda R. Darr brought this to Council's attention for discussion at a future Borough Council meeting. Member Clarinda R. Darr stated Council can customize this program for ourselves, and this program just started in 1999.

UNFINISHED BUSINESS:

1. **Depot Street Update** – Vice-President Phil Hynes reported he sent Council photos that show it's cleared out up to Brookville Lumber. Vice-President Hynes reported they put in more drainage pipes. Vice-President Hynes stated

they need to put in some crushed limestone. Vice-President Hynes reported he sent out a letter of intent for the \$10,000 grant from the People for Bikes Community Grant Program that does not require a match. Vice-President Hynes reported this grant money could be used to buy crushed limestone.

2. **Parking Fines** – Public Safety Committee Chairman Steve Hoak reported this project is at the Solicitor's table. Solicitor Dennison reported he is working on it. Public Safety Committee Chairman Hoak stated one thing they wanted to add was the ability of the Police to tow at their discretion, and Solicitor Dennison stated that is already in the ordinance.

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

- A. **Mayor Richard Beck** – Mayor Beck thanked everyone for attending the meeting.
- B. **Member Clarinda R. Darr** – Member Clarinda R. Darr thanked everyone for coming to the meeting. Member Darr stated the Orton family that Ms. Barger referred to is the Vermont Country Store Ortons, and they are giving back to the United States with funding for us. Member Darr stated school starts on September 1, 2015. Member Clarinda R. Darr urged everyone to purchase tickets to see John Michael Montgomery on Saturday, August 22nd. Member Darr urged everyone to check out the decorating around town that was done for 'Paint the Town Purple'. Member Clarinda R. Darr congratulated the Berdan's Sharpshooters Historic Marker on the west end of town right across from the Presbyterian Church. Member Darr stated it is now known as the Union Hotel, and is a tribute to those men. Member Darr urged President Pro-Tem Allgeier and her crew to break a leg at the Sawmill Theatre.
- C. **Member Steve Hoak** – Member Steve Hoak stated he was glad to be back in town, and he was sorry he was absent from the last Council meeting. Member Hoak asked Mark Forrest and Bob Forrest if they had something they would like to say. Mark Forrest stated he is hearing health and safety reasons given for having Rental Safety Inspections, and if that's the case, it should be required for every house not just rental properties.
- D. **Member Bill Kutz** – Member Bill Kutz told Mr. Mark Forrest that the government wants to take away peoples' freedom in the name of safety and in the name of goodness, and government will raise your taxes in the name of safety and in the name of goodness.
- E. **President Pro-Tem Karen Allgeier** – President Pro-Tem Karen Allgeier thanked everyone for coming to the meeting. President Pro-Tem Allgeier thanked Chamber of Commerce Director Jamie Barger for attending the grant workshop with Member Clarinda R. Darr. President Pro-Tem Allgeier thanked Mr. Pozza for re-addressing the problem at the corner of Marlin and Pine Streets. President Pro-Tem Allgeier stated she was impressed with the pictures Vice-President Hynes e-mailed to her of Depot Street, and stated it will be a wonderful place for people to be. President Pro-Tem Allgeier stated she attended Cub Scout Troop #64's car wash and bake sale at the Firehall this

past weekend. President Pro-Tem Karen Allgeier reported Brookville Community Theatre opens a week from Thursday with ‘Meet Me in St. Louis’ at the Sawmill.

- F. President John Blazosky** – President John Blazosky told Fire Chief Lipuma he appreciates all the firemen, and those who put in 200 hours of their own time, and asked the media if they had any questions.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

Council entered two separate consecutive Executive Sessions at 7:54 p.m. One Executive Session was called to discuss personnel issues with action possible. These Executive Sessions ended at 8:40 p.m. with the following action taken: Member Kutz stated one of the Executive Sessions had to do with the hiring of Chris Silvis full-time at a 75-25 split. Member Kutz stated Council re-evaluated the numbers and reaffirmed that she is hired.

ADJOURNMENT:

Member Steve Hoak moved to adjourn; seconded by Vice-President Phil Hynes. Motion carried 7-0 at 8:41 p.m.

Borough Manager