

**MINUTES**  
**BROOKVILLE BOROUGH COUNCIL MEETING**  
**Tuesday, February 2, 2016 @ 7:00 P.M.**

The Brookville Borough Council met in the large conference room on Tuesday, February 2, 2016 at 7:00 P.M. with the following in attendance:

**COUNCIL MEMBERS**

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

**STAFF**

Manager Dana D. Shick  
Mayor Richard Beck  
Police Chief Jason Brown  
Fire Chief Jim Lipuma  
Pubic Works Director  
Dave Vallosio  
Zoning/Code/Health -  
Officer Emerson Turnbull  
Solicitor Jim Dennison  
Recorder Christine Gunning

**VISITOR/MEDIA**

Randy Bartley  
Matt Triponey  
John Pozza  
Marlene Austin  
Nikki Bayley  
(see sign-in sheet attached)

**CALL TO ORDER:**

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

**CORRECTIONS/APPROVAL OF MINUTES (January 19, 2016):**

Member Karen Allgeier moved to approve the minutes of the January 19<sup>th</sup> meeting as submitted; seconded by Member Steve Hoak. Motion carried 7-0.

**FINANCIAL REPORTS:**

- A. Approval of Expenditures** – The current bills were presented for approval. Member Karen Allgeier moved to approve the bills as submitted, seconded by Member Steve Hoak. Motion carried 7-0.
- B. Fund Level Financial Statements** – President John Blazosky stated if anyone has any questions regarding the Fund Level Financial Statements they should ask Vice-President Phil Hynes or Manager Dana D. Shick.

**PUBLIC COMMENT:**

- A. Brookville's Best – Marlene Austin Representing Passages, Inc.** – Marlene Austin, Executive Director at Passages, Inc., stated Passages is an acronym that stands for 'Prevention And Service for Sexual Assault through Guidance, Empowerment, and Support'. Executive Director Marlene Austin stated they provide free and confidential services to victims, males and females alike, of sexual assault and their families. Executive Director Austin stated they have offices in Clarion, Jefferson, and Clearfield Counties. Executive Director Austin stated one out of four females, and one out of six males are sexually abused by the age of 18. Volunteer Coordinator Nikki Bayley stated their volunteers go out on

crisis calls, and are trained to be medical and legal advocates as well. Volunteer Coordinator Bayley stated volunteers accompany victims to the emergency room or police station. Volunteer Coordinator Bayley stated volunteers must be 18 years of age or older, have their own transportation, complete the flexible 40 hour training, and be willing to obtain Act 34 and 151 clearances paid for by Passages. Borough Council members thanked Executive Director Marlene Austin and Volunteer Coordinator Nikki Bayley for their presentation.

## **REPORTS:**

### **Chief of Police**

- A. Statistics for January** - Police Chief Jason Brown stated the Brookville Police Department handled 613 calls for service in January. Police Chief Jason Brown stated included in that were 49 written reports, 68 traffic contacts, 1 felony arrest, 10 misdemeanor arrests, 11 summary arrests, and 1 protective custody for mental health commitment.
- B. Certificates of Recognition** – Police Chief Jason Brown asked Brianna Holliday, John Dashner, Riley Ross, and Rita Shultz to step forward. Police Chief Jason Brown stated on January 24<sup>th</sup>, Brianna, John, and Riley were sled riding on a hill in the area of the Crestwood mobile home community, when a juvenile that was known to them stumbled out of the woods and fell face down in the snow. Police Chief Jason Brown stated at first Brianna, John, and Riley thought the juvenile was clowning around, but quickly realized he was in serious physical trouble. Police Chief Jason Brown stated Brianna, John, and Riley on their own initiative loaded the juvenile onto one of their sleds, and pulled him to the mobile homes summoning an adult for assistance. Police Chief Jason Brown stated Rita Shultz responded and tried to revive the juvenile. When she could not revive him, Ms. Shultz contacted emergency services. Police Chief Jason Brown reported the juvenile was transported to Penn Highlands Brookville in dubious condition, and subsequently flown to Children's Hospital in Pittsburgh. Police Chief Jason Brown stated, on speaking with the medical professionals in the emergency department, without the quick actions of these four people, the juvenile could very well have died. Police Chief Jason Brown stated he would like to present the Certificate of Recognition from the Brookville Police Department to each of them. Police Chief Jason Brown stated hopefully their actions will be an example to others in the community, and each resident of Brookville can make a difference in someone's life in the Borough as well. Police Chief Jason Brown presented Brianna Holliday, John Dashner, Riley Ross, and Rita Shultz with Certificates of Recognition from the Brookville Police Department.

### **Fire Chief**

- A. January Statistics** - Fire Chief Jim Lipuma commended Brianna Holliday, John Dashner, Riley Ross, and Rita Shultz for doing what they did. Fire Chief Jim Lipuma reported in January the Brookville Volunteer Fire Company had 12 calls with 9 firefighters per call, and 15 members per drill night. Fire Chief Jim Lipuma reported they invested 310 man hours for the emergency calls only, and their average response time in Brookville was 5:35.

- B. Summary of Calls** - Fire Chief Jim Lipuma reported there were 2 outside fires, 1 QRS, and 9 motor vehicle accidents.
- C. 800 MHz Radio System** - Fire Chief Jim Lipuma reported the Brookville Volunteer Fire Company tested an 800 MHz radio system in December, and has used the system twice at an incident since that test. Fire Chief Jim Lipuma stated all involved were pleased with the ability to communicate together. Fire Chief Jim Lipuma reported the six county Terrorism Task Force purchased each fire company responding on I-80 an 800 MHz radio. Fire Chief Jim Lipuma reported the Brookville Volunteer Fire Company will be receiving one of these radios soon, and will be returning the PEMA loaners that they have been using. Fire Chief Jim Lipuma thanked Jefferson County and its Director of Emergency Services Tracy Zents, the six county Terrorism Task Force, PennDOT, and PSP for making this all work.
- D. Services Performed/Events Attended** - Fire Chief Jim Lipuma stated he attended the monthly Brookville Schools security meeting on January 6<sup>th</sup>. Fire Chief Jim Lipuma reported on January 20<sup>th</sup>, when there was the potential for Brookville receiving a large amount of snow from the last big storm, he met with Police Chief Jason Brown, Borough Manager Dana D. Shick, Public Works Director Dave Vallosio, Borough EMA Steve Hoak, and County EMA Tracy Zents to get prepared if we were to receive much snow from the storm. Fire Chief Jim Lipuma stated fortunately we did not get a lot of snow, but the heads of all departments were prepared, and he thanked them. Fire Chief Jim Lipuma stated on January 25<sup>th</sup>, the Brookville Volunteer Fire Company removed and stored all of the Christmas lights and banners from Main Street. Fire Chief Jim Lipuma reported on January 27<sup>th</sup>, eight of their members attended a class on "Narcan" use at the Brookville hospital. Fire Chief Jim Lipuma stated most of the members of the Brookville Volunteer Fire Company have taken the training, so they will be carrying this drug on their apparatus.
- E. Fire Lane Parking Fees/Ordinance** - Fire Chief Jim Lipuma reported in February of 2011 he came before this Council and asked that the fire lane parking illegally fee be increased from \$5.00 to \$25.00. Fire Chief Jim Lipuma reported that evening his request was turned down by the Council. Fire Chief Jim Lipuma stated in February 2015 he again came before this Council and asked for the fire lane parking illegally fee be increased. Fire Chief Jim Lipuma stated after much discussion, a year has passed, but his request has not been turned down, or approved. Fire Chief Jim Lipuma stated it has been five years since his first request, and the parking is still an occurring problem. Fire Chief Lipuma asked if we are waiting until such a time that someone gets hurt before Council will act on his request? Fire Chief Jim Lipuma stated times have changed, and this request is not just for a situation that involves fire. Fire Chief Lipuma reported in the United States from January 1 through October 1, 2015 there were 294 mass shooting incidents, 379 people were killed, and another 1,094 were injured as a result of these incidents. Fire Chief Jim Lipuma asked Council to please act on such a reasonable request and make it safer for those who work, live, and visit Brookville.

- F. Annual Gun Bash** - Fire Chief Jim Lipuma stated the Brookville Volunteer Fire Company's Annual Gun Bash is on February 27<sup>th</sup> at the Brookville Fire Station, and he encouraged everyone to purchase their tickets to help support the Brookville Volunteer Fire Company.

**Director of Public Works** – Public Works Director Dave Vallosio reported his crew used 99 hours of overtime in January. Public Works Director Vallosio stated his crew refurbished a 1970 Davey air compressor, cleaned ditches on Water Plant Road, and cut brush at Walter Dick Park. Public Works Director Vallosio stated all Borough Complex work orders are current.

**Zoning/Code/Health Officer** - Zoning and Code Enforcement Officer Emerson Turnbull stated he had nothing to report at this meeting.

### **Committee Reports**

#### **A. Personnel Committee**

1. **Executive Session** – Personnel Committee Chairman Steve Hoak asked for an Executive Session for personnel matters.

#### **EXECUTIVE SESSION:**

The Brookville Borough Council entered an Executive Session at 7:23 p.m. to discuss personnel matters. Executive Session ended at 7:37 p.m. with the following action taken:

2. **Street Department Probationary Period** – Personnel Committee Chairman Steve Hoak made a motion coming from the Personnel Committee to end the probationary period early on January 31, 2016 for Street Department employee Jonathan Rhoades. This motion coming from the Personnel Committee was approved unanimously. Motion carried 7-0.

#### **B. Finance Committee**

1. **Pay Off Truck Loan at S&T Bank** – Finance Committee Chairman Phil Hynes stated late last year the Borough purchased a truck and took out a short-term loan from S&T Bank to pay for it. Finance Committee Chairman Phil Hynes reported now the Borough has the funds in the budget to pay off this short-term loan at S&T Bank. Finance Committee Chairman Phil Hynes made a motion coming from the Finance Committee to pay off the S&T Bank loan for the truck in the amount of \$30,189.67. This motion from the Finance Committee was approved unanimously. Motion carried 7-0.

### **Solicitor**

- A. **Police Uniform and Non-Uniform Contracts** – Solicitor Jim Dennison stated the Police Non-Uniform Contract ends December 31, 2016. Solicitor Jim Dennison stated the Police Uniform Contract ends December 31, 2017. Solicitor Jim Dennison stated negotiations probably will not begin until June or July of 2016.
- B. **Fire Lane Ordinance** – Solicitor Jim Dennison stated, in response to Fire Chief Jim Lipuma's request to increase the fees in the fire lane ordinance, that it would be a matter of completely rewriting the ordinance dealing with fire

lanes. Solicitor Jim Dennison stated somehow in the past the police found a way to enforce it. Solicitor Jim Dennison stated how much this Council wants to get involved in this needs to be decided by a Committee. Solicitor Jim Dennison stated he needs direction from someone. Solicitor Jim Dennison stated you have to have proper signage and there are certain PennDOT regulations people will have to comply with. Member Clarinda R. Darr asked which Committee would handle this, and President John Blazosky stated the Public Safety Committee. President John Blazosky asked Solicitor Jim Dennison if it is a point of enforcing what is there, and Solicitor Jim Dennison stated there is nothing there. Fire Chief Jim Lipuma stated he and Police Chief Jason Brown meet with the school once a month, and they have the signage up. Fire Chief Jim Lipuma stated the issue has been the five-dollar fee. Solicitor Jim Dennison stated the fees are archaic. Solicitor Jim Dennison stated the school will have to have the proper signage and the proper markings on the pavement. Solicitor Jim Dennison stated we need to go through the ordinance itself. Police Chief Jason Brown stated he is willing to sit down with the Public Safety Committee and go over it. President John Blazosky stated we will move forward on this.

#### **Borough Manager**

- A. Special Event Permit – Share the Love Run** – Manager Dana D. Shick stated Council needs to approve a Special Event Permit for a Share the Love Run the Brookville YMCA is sponsoring. Manager Dana D. Shick stated it is scheduled for April 16, 2016. Manager Dana D. Shick reported there will be a 1 mile race, a 5K race, and a 10K race. Manager Dana D. Shick stated everyone signed off, but there is one exception. Manager Dana D. Shick stated the Brookville YMCA has been working with the Chief of Police on the PennDOT permit because it takes place on Main Street. Manager Dana D. Shick stated we would recommended approval pending the PennDOT permit. Member Karen Allgeier moved to approve the Special Event Permit for the Share the Love Run on Main Street being sponsored by the Brookville YMCA on April 16, 2016 pending the PennDOT permit; seconded by Member Steve Hoak. Motion carried 7-0.
- B. PSAB Conference** – Manager Dana D. Shick reported the 105<sup>th</sup> annual PSAB (Pennsylvania State Association of Boroughs) Conference is scheduled for June 5<sup>th</sup> – 8<sup>th</sup> at Hershey Lodge. Manager Dana D. Shick stated anyone who would like to attend should let her know. Manager Dana D. Shick, Mayor Richard Beck, Member Karen Allgeier, and Member Clarinda R. Darr all stated they would like to attend.
- C. PennDOT HOP Permit – Greenberg Project** – Manager Dana D. Shick stated there is a PennDOT HOP Permit that needs Council's approval for Dr. Greenberg's Project on South White Street. Manager Dana D. Shick reported the Borough Engineer and Dr. Greenberg's engineer worked out a stormwater management plan. Manager Dana D. Shick stated since the private property owner wants to tie into the state's storm drain, the Borough has to be the main applicant on the permit, with the private property owner as the secondary.

Manager Dana D. Shick stated she needs approval to sign off on the Dr. Greenberg PennDOT HOP Permit. Solicitor Jim Dennison stated, as a part of this deal, there is an agreement between the Borough and the private property owner. Solicitor Jim Dennison stated the agreement is that the private property owner is the primary caretaker of this system, but if for some reason the property owner does not maintain it, then the Borough has the right to come in and maintain it and charge the current property owner the cost of maintaining it. Member Karen Allgeier moved to allow Manager Dana D. Shick to sign off on the PennDOT HOP Permit for the Greenberg Project, but wants to make it clear the agreement is in place before we take on too much; seconded by Member Steve Hoak. Motion carried 7-0.

- D. USDA Program – Community Development** – Manager Dana D. Shick stated there will be a USDA program regarding community development on Monday, February 8<sup>th</sup>. Manager Dana D. Shick stated there is no registration fee, and she would like to attend. Member Steve Hoak moved to allow Manager Dana D. Shick to attend the USDA program regarding community development on Monday, February 8<sup>th</sup>; seconded by Member Karen Allgeier. Motion carried 7-0.

#### **UNFINISHED BUSINESS:**

- A. DCNR Grant Proposals Committee** – President John Blazosky stated he will put this in the Parks Committee. Member Clarinda R. Darr stated the Community Resources Committee handles grants. President John Blazosky stated this will be handled by the Community Resources Committee.

#### **NEW BUSINESS:**

- A. Greenway Development Grant** – Vice-President Phil Hynes stated he has been working on a DCNR Greenway Development Grant. Vice-President Phil Hynes stated there is \$125,000.00 available for a maximum grant of \$25,000.00 with a \$25,000.00 matching grant. Vice-President Phil Hynes stated Depot Street parking is a quagmire. Vice-President Phil Hynes stated he has been able to raise the \$25,000.00 grant money from a private donor. Vice-President Phil Hynes stated the deadline is February 16, 2016. Vice-President Phil Hynes stated he is seeking the authority to apply for that grant. Vice-President Phil Hynes stated he is asking if the Borough would sponsor the grant, with no Borough funds involved with this including the engineer's fees. Member Karen Allgeier moved to allow Vice-President Phil Hynes to move forward with this grant opportunity to finish the Rail Trail Project with the caveat that the donor comes up with the matching funds so it doesn't come out of the Borough's budget; seconded by Member Steve Hoak with thanks to the donor. Vice-President Phil Hynes stated the donor wants to remain anonymous. Motion carried 7-0.

#### **ELECTED OFFICIAL COMMENTS:**

- A. Junior Council Member Danielle VanSteenberg** – Junior Council Member Danielle VanSteenberg stated this past week the School Board visited the

school and took a tour of the Art Department, the music wing, and some of the classrooms. Junior Council Member Danielle VanSteenberg stated this past Friday was the Snowball Dance. Junior Council Member Danielle VanSteenberg stated five kids, including herself, are going to District Choir on Thursday.

- B. **Mayor Richard Beck** – Mayor Richard Beck stated he thought the Passages presentation was very interesting. Mayor Richard Beck stated he thought Chief Jason Brown did a very good job presenting the Certificates of Recognition.
- C. **Member Clarinda R. Darr** – Member Clarinda R. Darr stated Scripture Rocks will have a dedication ceremony on Saturday, June 11<sup>th</sup>, and they still need some funding. Member Clarinda R. Darr stated Scripture Rocks was rated one of the top ten places to visit in Pennsylvania in 2016. Member Clarinda R. Darr stated the seven banners for Veterans that were sponsored by the Brookville Volunteer Fire Company were taken to Veterans hospitals in Erie, Pittsburgh, Altoona, and Butler, and the Holidaysburg Veterans Home. Member Clarinda R. Darr stated she hopes everyone has a great Valentine's Day.
- D. **Member Dave Ferringer** – Member Dave Ferringer stated he enjoyed the presentation this evening.
- E. **Member Steve Hoak** – Member Steve Hoak thanked the people tonight who were awarded for their actions. Member Steve Hoak stated he and the Safety Committee will e-mail back and forth to decide when to meet to discuss fire lanes. Member Steve Hoak congratulated Jonathan Rhoades for being an exemplary employee. Member Steve Hoak reminded everyone the Brookville Volunteer Fire Company's gun raffle is on February 27<sup>th</sup> at the Brookville Fire Station, and asked everyone to purchase tickets to help support the Brookville Volunteer Fire Company. Member Steve Hoak wished the best of luck to Junior Council Member Danielle VanSteenberg in districts.
- F. **Member Karen Allgeier** – Member Karen Allgeier wished Junior Council Member Danielle VanSteenberg good luck in districts. Member Karen Allgeier stated the Shade Tree Commission will meet on Thursday, March 3<sup>rd</sup> at 4:30 p.m. in Council Chambers at the Borough Complex. Member Karen Allgeier thanked Passages, Inc., and stated they do a wonderful job. Member Karen Allgeier thanked the Brookville Police Department and the Brookville Volunteer Fire Company for all they did this past month, and Public Works Director Dave Vallosio's crew for doing a great job with plowing, even though there wasn't a lot of it.
- G. **President Pro-Tem Bill Kutz** – President Pro-Tem Bill Kutz congratulated Junior Council Member Danielle VanSteenberg and wished her good luck in districts.
- H. **Vice-President Phil Hynes** – Vice-President Phil Hynes stated he thinks it has all been said, and everyone has been thanked that he can think of. Vice-President Phil Hynes stated his shoulder is in a sling, and there is one benefit to that; he can't raise his hand to volunteer for anything.

- I. **President John Blazosky** – President John Blazosky stated Phil the groundhog is 39% accurate. President John Blazosky asked the media if they had any questions, and they did not.

**ADJOURNMENT:**

Member Karen Allgeier moved to adjourn; seconded by Member Steve Hoak. Motion carried 7-0 at 8:12 p.m.

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Borough Manager