

**MINUTES**  
**BROOKVILLE BOROUGH COUNCIL MEETING**  
**Tuesday, April 19, 2016 @ 7:00 P.M.**

The Brookville Borough Council met in the large conference room on Tuesday, April 19, 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  
Public Works Director -  
Dave Vallosio  
Zoning/Code/Health  
Officer Emerson Turnbull  
Solicitor Jim Dennison  
Recorder Christine Gunning

**VISITOR/MEDIA**

Patti Slaughter  
Matt Triponey  
John Pozza  
Barbara VanSteenberg  
Herb Landes  
April Crance  
Cris Dush  
Mable Dunkle  
Sandy Snyder  
Sandy Yenosky  
Lennea Darrin

**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 (April 5, 2016):**

Member Karen Allgeier moved to approve the minutes of the April 5<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. Manager Dana D. Shick stated there was one addition:

**1. The Standard** – Life Insurance - \$1,025.23

Member Karen Allgeier moved to approve the bills as submitted with the addition of The Standard for \$1,025.23; 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 can ask Vice-President Phil Hynes or Manager Dana D. Shick.

**PUBLIC COMMENT:**

- A. State Representative Cris Dush/House Bill 340** – State Representative Cris Dush stated he was here to hear concerns about House Bill 340 regarding taping executive sessions. Member Karen Allgeier stated if you were to allow the taping of an executive session it becomes discoverable. Member Karen Allgeier stated executive sessions deal with personnel matters, legal matters, and the sale of

property. Member Karen Allgeier stated these are not the type of things you want to be able to be disclosed. State Representative Cris Dush stated there have been a lot of complaints about things that were discussed in executive session, that some people think should have been discussed in a public meeting, and this bill is intended to address that issue. Member Karen Allgeier stated her problem is the Freedom of Information Act would allow things to be discovered because they were taped. Member Steve Hoak stated the bill calls for the meeting recordings to be heard only by members of Council who were absent from the executive session under the guidelines established by Council, and only by a court order from a judge. Member Steve Hoak stated they are also allowing the new topics of security reasons, security plans, and terrorism plans to now be included in executive sessions. State Representative Cris Dush stated we do not want the operational plans to go out to the public. Solicitor Jim Dennison stated he doesn't know why they are messing with this. Solicitor Jim Dennison stated they are opening up a can of worms that can cause problems, and he is totally against this. Solicitor Jim Dennison stated there are probably more important things to work on, and he doesn't think they will accomplish what they intend to do with this bill. Vice-President Phil Hynes stated he sees this as a big issue out east, and those boroughs seem to have constant suspicions about executive sessions. Vice-President Phil Hynes stated he doesn't think they have that problem here. Police Chief Jason Brown stated you won't be able to handle a corruption issue with a blanket bill like that because each judge will have their own view. Member Bill Kutz stated he thinks people on Council would be afraid to speak freely if they were being recorded. President John Blazosky stated he hopes State Representative Cris Dush got some insight, and thanked him for coming to the meeting.

- B. **Herb Landes - Planning** – Former Brookville Municipal Authority Board member Herb Landes stated at the last Borough Council meeting he suggested using a school for plans. Herb Landes stated he contacted Penn State and found out they will not accept money; they do these plans for free. Herb Landes stated he will give Manager Dana D. Shick contact information of the lady he spoke to at Penn State. Herb Landes stated before you move ahead, you have to know where you are going and that's what a plan will do for us. Herb Landes suggested asking Penn State to develop a plan for a street scape. Member Karen Allgeier stated the Shade Tree Commission has been investigating street scapes and looking into no-match grants. Herb Landes stated the Shade Tree Commission can contact Penn State. Council thanked Herb Landes for coming to the meeting.
- C. **John Pozza – DCNR Grant for Walter Dick Park** – Reporter and Brookville resident John Pozza stated he wants to address Walter Dick Park, and would like to ask Council to reconsider their vote regarding the park. John Pozza stated he knows there are expenses of paving roads and sewer work, but the park is a borough property and the borough is responsible for maintaining them. John Pozza stated that is what our tax dollars are for. John Pozza stated we are trying to bring people to Brookville, so why not develop the assets we have. John Pozza stated if we need money to pave streets, he would pay higher taxes. John Pozza stated Council needs to develop a vision of where we want this borough to be ten

years down the road. Manager Dana D. Shick stated the borough has been working on a five year plan for the roads. Manager Dana D. Shick stated they haven't made it public. Manager Dana D. Shick stated she is trying to stretch what little money they have been given and get on a plan. John Pozza stated if you explain to people why you are raising taxes, they would understand why. John Pozza stated he hopes Council will reconsider their vote regarding the park.

- D. Andrea Wonderling – Conditional Use LDR** – Andrea Wonderling stated she is proposing to move her current preschool at the U.M. Church to her home. Andrea Wonderling stated transportation is a major issue, and one of her stumbling blocks is the A.T.A. (Area Transportation Authority) will take kids to other preschools, but not to her. Andrea Wonderling is asking permission to have a preschool and a daycare in her home. Member Karen Allgeier asked how many kids she is schooling, and Andrea Wonderling stated two. Zoning and Code Enforcement Officer Emerson Turnbull stated Andrea Wonderling has applied to have a preschool and a daycare in her home. Solicitor Jim Dennison stated Andrea Wonderling will have to file a formal application with the borough. Solicitor Jim Dennison stated we will set up a hearing before Council, then Andrea Wonderling can present everything she has. Solicitor Jim Dennison stated we can't do anything tonight. Member Karen Allgeier thanked Andrea Wonderling and stated she looks forward to her submitting her paperwork and coming back. Member Bill Kutz stated he can give Andrea Wonderling a phone number to call regarding this, and that he thinks for four children and under you don't have to have a license.

- E. April Crance/Walter Dick Park** – Brookville resident April Crance stated since the last meeting she has been thinking about what was discussed regarding Walter Dick Park, and she has some questions. April Crance stated Member Steve Hoak said after the paving bids were accepted and the streets were paved there would be a surplus in that line item. Manager Dana D. Shick stated there would be roughly \$50,000.00 in that line item. April Crance asked Member Bill Kutz how much paving \$15,000.00 would do on Pennsylvania Avenue. Public Works Director Dave Vallosio stated it would pave a driveway. Member Bill Kutz stated his point simply was we could use the money in other places. April Crance stated the park was donated to us by a very nice family, and to not go through with the study wouldn't be right. April Crance stated she had heard if you don't accept a grant you've been given, it's hard to get other grants. John Pozza stated he had a question regarding funding for roads. John Pozza asked how far liquid fuels money goes, and how much does the borough have to use out of its own budget to pave streets. Vice-President Phil Hynes stated we have a priority list of what roads we want paved each year, and every year the list goes from about fifteen streets down to four or five, so the concept that there is extra money that is not being used on roads is incorrect. John Pozza asked outside of liquid fuels, how much of the borough's money goes towards paving streets. Manager Dana D. Shick stated the line item for streets total is \$200,000.00. Manager Dana D. Shick stated liquid fuels this year was approximately \$141,000.00, so the borough put in the extra to take it to an even \$200,000.00.

## **REPORTS:**

### **Chief of Police**

- A. MPOETC Annual Updates** – Police Chief Jason Brown reported in conjunction with Indiana University of Pennsylvania (IUP) we hosted the Regional Municipal Police Officers' Education and Training Commission (MPOETC) Annual Updates on April 7<sup>th</sup> and 8<sup>th</sup> in the conference room at the Borough Complex.
- B. Update on Part-time Parking Enforcement Position** – Police Chief Jason Brown stated the Brookville Police Department's secretary is on an extended absence from the office. Police Chief Jason Brown stated hopefully there will be interviews for this position in the next few weeks.
- C. Students in Police Cars/Career Assignment** – Police Chief Jason Brown stated the Brookville Police Department has had students from the Brookville Area High School riding with our officers for a career assignment. Police Chief Jason Brown stated this is done in conjunction with the school district. Police Chief Jason Brown stated students that decide law enforcement is a possible career choice that they would like to pursue notify their guidance counselor. Chief Jason Brown stated he receives a referral from the guidance counselor and sets up a meeting with the student and their parents if they are under eighteen years of age. Police Chief Jason Brown reported the students are with police officers for a ten hour shift. Police Chief Jason Brown stated once the job shadow is done, the students have a writing assignment they must complete and present at school. Police Chief Jason Brown stated they have had five students so far this year.

**Director of Public Works** – Public Works Director Dave Vallosio stated street sweeping continues in the borough. Public Works Director Dave Vallosio stated his crew has been busy manicuring parks, and trimming overhanging brush along various streets in the borough. Public Works Director Vallosio stated all work orders are current. Member Karen Allgeier asked if a slide broke at one of the parks. Public Works Director Dave Vallosio stated a slide broke at Longview Park, his crew attempted to repair it, then someone pushed down the patch his crew put in and put a hole in it again. Public Works Director Dave Vallosio stated his crew tried to repair the slide again this morning. Member Steve Hoak stated he heard there is a visibility problem due to some shrubbery at the intersection of Church and Walnut. Solicitor Jim Dennison stated that is the homeowner's responsibility.

**Zoning/Code/Health Officer** - Zoning and Code Enforcement Officer Emerson Turnbull reported he did prep work for and attended a Planning Commission meeting, wrote six letters to clean up properties and made multiple site visits, handled a building permit for Pine Street, handled a sign permit, handled a building permit for Church Street, made two site visits and zoning review for a subdivision, made two calls and a plan review for a possible business on Allegheny Boulevard, handled multiple calls about permits and zoning issues, and rode around town to see sites that need cleaned up. Member Clarinda R. Darr asked about the vehicles parked in the old K.F.C. parking lot. Zoning and Code Enforcement Officer Emerson Turnbull stated they are housing the vehicles there. Zoning and Code Enforcement Officer Emerson Turnbull stated the vehicles are used to cut trees for the electric company. Manager Dana D. Shick stated that is a state project.

Manager Dana D. Shick stated they are clearing the one power line that runs through town, and they spoke to Public Works Director Dave Vallosio about this.

## **Committee Reports**

### **A. Finance Committee**

1. **Pickering Street Stormwater Project** – Finance Committee Chairman Phil Hynes stated the borough got the final bid for what is required for the stormwater project on Pickering Street, and it is \$94,320.00. Finance Committee Chairman Phil Hynes stated the Finance Committee had to come up with a way to fund that. Finance Committee Chairman Phil Hynes made a motion coming from committee to transfer \$500.00 from the Solid Waste Collection/Disposal line item to the Stormwater line item, to transfer \$31,100.00 from the Snow Removal Supplies line item to the Stormwater line item, and to cash out CD number one for \$65,297.14 and put that money in the Stormwater line item with the intent of paying it back to reserves next year, to fund this emergency project. This motion coming from the Finance Committee was approved unanimously; motion carried 7-0.
2. **Budget Adjustments** – Finance Committee Chairman Phil Hynes reported another CD is coming due on April 23<sup>rd</sup>, and the Finance Committee recommends allowing Manager Dana D. Shick to accept the highest interest rate we receive for a six month period and renew the CD. Member Karen Allgeier moved that Manager Dana D. Shick be able to renew the CD at the highest rate available based on the quotes she receives for a six month period; seconded by Member Steve Hoak. Motion carried 7-0.

### **Solicitor**

- A. **Lifeguards – Walter Dick Park** – Solicitor Jim Dennison stated in regards to lifeguards at Walter Dick Park, if Council closes off the park to swimming and has no lifeguards you would have insurance coverage if there was an accident. Solicitor Jim Dennison stated if Council opens the park for swimming, but has no lifeguards, there would be issues with insurance. Member Karen Allgeier stated she has had people say we would be remiss if we didn't open the park for swimming and have lifeguards there since it is our historical swimming area. Member Karen Allgeier stated last year the park was only open for swimming for sixteen days due to the E. coli levels. Member Karen Allgeier stated Manager Dana D. Shick advised her that Council needs to make a decision on the lifeguards tonight so it is properly advertised. Member Bill Kutz stated the park is a fantastic place, and he spent time there as a kid. Member Bill Kutz stated he would hate to see the end of swimming down there, and he is in favor of having lifeguards. Junior Council Member Danielle VanSteenberg stated the two lifeguards are certified and ready to work. Manager Dana D. Shick stated last year the lifeguards did some projects when the park was open for swimming, but no one was in the water. Manager Dana D. Shick stated two lifeguards are on duty all the time.

Vice-President Phil Hynes stated the dam is our historic swimming area, and we should have lifeguards. Member Steve Hoak moved to hire lifeguards; seconded by Member Karen Allgeier. Motion carried 7-0.

- B. Depot Street Lease Agreement** – Solicitor Jim Dennison stated at a previous meeting we discussed negotiating a lease for land along Depot Street that might be owned on either side of the trail by Herb and Mary Bullers, and they have given us the right to use it for at least twenty five years through an easement agreement for just one dollar. Solicitor Jim Dennison stated he believes the Bullers are ready to sign it, and said the area should be surveyed. Vice-President Phil Hynes stated the grant we applied for for the Greenways trail head has not been able to finalize any announcement on that, pending this agreement with the adjacent property owners. Vice-President Phil Hynes stated any final determination of the grant is contingent on this agreement. Member Karen Allgeier made a motion to allow President John Blazosky and Manager Dana D. Shick to enter into an easement agreement with Herbert L. and Mary Bullers with regard to the trail head for the Depot Street spur of the Rails to Trails; seconded by Member Steve Hoak. Motion carried 7-0.
- C. Kocher House on Jenks Street** – Solicitor Jim Dennison stated there are people interested in buying the Kocher property on Jenks Street, and the borough should wait to do anything there until this September. Solicitor Jim Dennison stated it would cost between eight to ten thousand dollars to knock it down. Solicitor Jim Dennison stated he does not recommend any action on this at this time.

#### **Borough Manager**

- A. Advertisement for Lawn Mowers** – Manager Dana D. Shick stated in the 2016 budget we budgeted to purchase a new industrial lawn mower, and it has been purchased. Manager Dana D. Shick stated she needs a motion to put an advertisement out for the two old lawn mowers for sealed bids. Member Steve Hoak moved to allow Manager Dana D. Shick to put an advertisement out for the two old lawn mowers for sealed bids; seconded by Member Karen Allgeier. Motion carried 7-0.
- B. Jefferson County Solid Waste Authority** – Manager Dana D. Shick stated as a Council, we need to determine where our votes are regarding the county's drop off recycling program so she can return our ballot by the end of the month. Member Steve Hoak stated he doesn't think we can afford to use our tax dollars for this, and recommended either closing all sites or some sites. Member Karen Allgeier stated she would prefer closing all sites. After some discussion, Council voted as follows; Member Steve Hoak voted to close some sites, Vice-President Phil Hynes voted to have one county wide site, Member Karen Allgeier voted to close all sites, Member Clarinda R. Darr voted to close some sites, and President John Blazosky voted to have one central drop off recycling site in the county. Member Steve Hoak moved to apply two votes for one central site, two votes for close some sites, and one vote for close all sites; seconded by Member Karen Allgeier. Motion carried 7-0.

## **UNFINISHED BUSINESS:**

- A. Depot Street Grant – Bid Advertisement** – Vice-President Phil Hynes stated there was some discussion before about the lease agreement, and the trail head grant. Vice-President Phil Hynes stated we are not able to announce that the grant has been funded until everything is in order, but if we do get the Greenways grant to finish the trail head, we will want to move quickly on it. Vice-President Phil Hynes stated a matching grant was provided by an individual. Vice-President Phil Hynes made a motion requesting the way be clear if we are awarded the Greenways grant that would be a total of \$50,000.00, that bids could be sent out for paving before the next meeting if we are indeed awarded that grant since the tourist season is approaching and we want to get this done as soon as possible; seconded by Member Karen Allgeier. Motion carried 7-0.

## **NEW BUSINESS:**

- A. Planning Commission Update**
- 1. Achille's Subdivision – Main Street** – Planning Commission Chairman Bill Kutz reported the Planning Commission met last Monday, and John Achille requested to do a subdivision behind his law office. Planning Commission Chairman Bill Kutz reported the Planning Commission approved it. Manager Dana D. Shick stated they are separating the dental office from the law office. Solicitor Jim Dennison stated he heard the water and sewer lines are separate and they are not an issue. Solicitor Jim Dennison stated there were some concerns regarding right of ways, but they have a right of way agreement that covers all those issues. Solicitor Jim Dennison stated he thinks we should move forward with this. Member Steve Hoak moved to approve the subdivision as proposed; seconded by Member Karen Allgeier. Motion carried 7-0.

## **ELECTED OFFICIAL COMMENTS:**

- A. Junior Council Member Danielle VanSteenberg** – Junior Council Member Danielle VanSteenberg stated the spring choir concert is this Thursday at 7:00 P.M.
- B. Mayor Richard Beck** – Mayor Richard Beck stated he thought we had a good turnout at the new town park on Main Street the other day.
- C. Member Clarinda R. Darr** – Member Clarinda R. Darr thanked everyone for coming to the meeting. Member Clarinda R. Darr thanked everyone who came to the photo opp. at the new Town Square. Member Clarinda R. Darr asked everyone to support the performances that are coming to the Sawmill Theater and the annual Chamber of Commerce golf outing. Member Darr stated Mr. Randy Bartley is sad he is not here. Member Darr stated he is seeing the presentation tonight of the movie 'The American Towns War' at the Heritage House.
- D. Member Dave Ferringer** – Member Dave Ferringer stated he is glad everyone is coming out to voice their concerns and opinions. Member Dave

Ferringer stated we have talked about a five year plan, but when we have unexpected expenditures of \$90,000.00 the timing isn't good for this project to move forward this year. Member Dave Ferringer stated we just borrowed \$300,000.00 last year and raised taxes last year, and every year we have unexpected expenses. Member Dave Ferringer stated the timing just wasn't good for this year.

- E. **Member Steve Hoak** – Member Steve Hoak asked everyone to please refrain from burning until the burn ban is lifted. Member Steve Hoak stated it is nice to see reporter Patti Slaughter at tonight's meeting. Member Steve Hoak stated he understands where Member Dave Ferringer is coming from, and the Council is split about how they are thinking about this. Member Steve Hoak stated he appreciates those volunteer organizations that have been working to change Brookville for the better, and hopefully at one point or another Borough Council will jump in to help make that happen.
- F. **Member Karen Allgeier** – Member Karen Allgeier stated on Wednesday, April 13<sup>th</sup> she attended the Community Connections Meeting, which is the mental health/mental retardation commission for Jefferson and Clearfield County. Member Karen Allgeier stated their crisis intervention training starts on April 21<sup>st</sup> and Police Officer Mickey Stormer is one of the instructors. Member Karen Allgeier stated John Pozza brought up a plan. Member Allgeier reported there was a comprehensive plan made by the county as part of their comprehensive plan in 2005. Member Karen Allgeier stated she believes we should look at that plan, and see what needs to be updated ourselves without employing an engineer. Member Karen Allgeier stated we should see what we can do to implement what was noted in the 2005 plan and update it to what is currently going on here in Brookville. Member Karen Allgeier stated the Shade Tree Commission is looking at a downtown revitalization plan and no-match grants. Member Karen Allgeier asked if Council could have copies of plans that need to be approved e-mailed to them so they can see them in advance. Manager Dana D. Shick stated that can be done. Member Karen Allgeier thanked everyone for coming to the meeting.
- G. **President Pro-Tem Bill Kutz** – President Pro-Tem Bill Kutz stated he appreciates these people speaking their mind and saying what they think, this is how democracy works. President Pro-Tem Bill Kutz stated when people have a stake in the game, they take better care of whatever it is they are doing. President Pro-Tem Bill Kutz stated that is why he really likes the idea of private dollars paying for this. President Pro-Tem Bill Kutz stated it is not that he personally does not want something at Walter Dick Park or any of the other parks. President Pro-Tem Bill Kutz stated it's a matter of spending the people's money. President Pro-Tem Bill Kutz stated we have a declining population and a declining tax base, and if we want to bring people to Brookville at some point, the taxes are just too high.
- H. **Vice-President Phil Hynes** – Vice-President Phil Hynes apologized for not being at the last meeting, and stated he was unable to attend because he was subpoenaed to be a witness at a court case. Vice-President Phil Hynes stated



he has been on Council for quite a while, and we have very few executive sessions. Vice-President Phil Hynes stated he thinks we do abide by the rules.

- I. **President John Blazosky** – President John Blazosky stated he echoes President Pro-Tem Bill Kutz and thanks everyone for coming to the meeting.
- J. **Member Clarinda R. Darr** – Member Clarinda R. Darr stated she had an update on the DCNR grant for Walter Dick Park. Member Clarinda R. Darr stated the community has made contributions, and we are over halfway there. Manager Dana D. Shick stated so far before the meeting they had \$1,700.00 and we received a couple more donations since then that she hasn't added to that total yet.
- K. **President John Blazosky** - President John Blazosky asked the media if they had any questions.

#### **MEDIA COMMENTS/QUESTIONS/CLARIFICATION:**

##### **A. Patti Slaughter**

1. **Burn Ban** – Reporter Patti Slaughter asked if there is a burn ban in effect now in the borough. Manager Dana D. Shick stated there is a burn ban in effect in the borough until further notice.
2. **Pickering Street Project** – Reporter Patti Slaughter asked if there is an anticipated start date for the Pickering Street Project. Manager Dana D. Shick stated that project is tied in with the Brookville Municipal Authority, and we don't have an exact start date yet.

##### **B. John Pozza**

1. **Donation for Bike Rack** – Reporter John Pozza stated he has a donation for a bike rack, and Manager Dana D. Shick stated she would take it. Vice-President Phil Hynes stated the borough has to approve the style of the bike racks, and it will maintain the bike racks after they are installed.

#### **ADJOURNMENT:**

Member Steve Hoak moved to adjourn; seconded by Member Karen Allgeier. Motion carried 7-0 at 8:30 P.M.

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Borough Manager

