

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, June 21, 2016 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, June 21, 2016 at 7:00 P.M. with the following in attendance:

COUNCIL MEMBERS

John Blazosky
Bill Kutz
Karen Allgeier
Steve Hoak
Dave Ferringier
Clarinda R. Darr

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

VISITOR/MEDIA

Matt Triponey
Patti Slaughter
Scott Shindledecker
Herb Landes
Bonnie Beck

CALL TO ORDER:

President John Blazosky called the meeting to order at 7:00 P.M. and led the group in the Pledge of Allegiance to the American Flag.

CORRECTIONS/APPROVAL OF MINUTES (May 31, 2016):

Member Karen Allgeier moved to approve the minutes of the May 31st meeting as submitted; seconded by Member Dave Ferringier. Motion carried 6-0.

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 6-0.
- B. Bills to be Reimbursed by Depot Street Grant** – Member Steve Hoak moved to approve the following bills that the Borough will be reimbursed for paying by the Depot Street Grant:
1. Cypress Clocks & Gift Shop - \$2,700.00
 2. Jefferson Paving Corporation - \$32,996.00
 3. Tim Dixon - \$675.00
- This motion was seconded by Member Karen Allgeier. Motion carried 6-0.
- C. Fund Level Financial Statements** – President John Blazosky stated if anyone has any questions regarding the Fund Level Financial Statements, they can ask Manager Dana D. Shick.

PUBLIC COMMENT:

- A. Herb Landes – Conservation District** – Herb Landes stated he is here to inform Council that the Conservation District received a \$3,000.00 Environmental Education Grant. Herb Landes stated the goal of the project was to educate students on how to protect the watershed from potential hazards. Herb Landes

stated in order to achieve this goal two watershed camps will be held at the Walter Dick Memorial Park in Brookville. Herb Landes stated on August 16th about twenty five students in grades one through five will participate in a watershed camp regarding the importance of protecting our streams, and they will place markers at all the drainage areas along the road that lead into streams. Herb Landes stated in May of 2017 about 30 students in grades nine through twelve will participate in a watershed camp and study the variable factors that impact the Northfork Watershed. Herb Landes stated on October 16th a watershed informational sign will be installed at Walter Dick Memorial Park. Herb Landes thanked the Borough for their sponsorship of this grant. Council thanked Herb Landes for his presentation.

REPORTS:

Chief of Police

- A. Activity Statistics** – Police Chief Jason Brown reported the statistics for the Brookville Police Department for the month of May included 1459 calls for service. Police Chief Jason Brown reported there were 50 complaints written, 64 traffic contacts, 0 felony arrests, 28 misdemeanor arrests, and 23 summary offenses.
- B. Administrative Assistant Position** – Police Chief Jason Brown stated he and Manager Dana D. Shick received and reviewed over 30 applications for the Administrative Assistant position at the Police Department. Police Chief Jason Brown stated they will be conducting background investigations and interviews in the near future.
- C. Signs on Madison Avenue** – Police Chief Jason Brown stated he received a call today from some residents on Madison Avenue that put up two cardboard signs that say ‘slow children at play’ because people have been speeding there. Police Chief Jason Brown stated he is looking for guidance on possibly putting ‘children at play’ signs at either end of that block. President John Blazosky stated usually someone comes in and asks for signs to be put somewhere, and we ask Public Works Director Dave Vallosio if we have any signs available. President John Blazosky asked Public Works Director Dave Vallosio if we have any of those signs, and Public Works Director Dave Vallosio stated not at the present time. Manager Dana D. Shick stated we still have money in the budget line item for signs so that should not be a problem. Public Works Committee Chairman Bill Kutz moved to purchase two signs that say ‘children at play’ or something of that nature for Madison Avenue. President John Blazosky asked that all Council Members in favor of this motion coming from committee say ‘aye’. Motion carried 6-0.
- D. Executive Session** – Police Chief Jason Brown requested an Executive Session for personnel matters with possible action expected.

Director of Public Works – Public Works Director Dave Vallosio stated Double R Roofing completed the new roof on the Maintenance Building last week. Public Works Director Dave Vallosio stated the playgrounds were inspected yesterday. Member Dave Ferringer asked if they replaced all the shingles on the pavilions and painted some of the

picnic tables, and Public Works Director Dave Vallosio stated yes. Member Dave Ferringer asked if there was any vandalism, and Public Works Director Dave Vallosio stated yes, someone scratched graffiti on the picnic tables, so they decided to sand the picnic tables instead of paint them. Member Steve Hoak asked if we are supposed to be maintaining the educational area at Walter Dick Park, and stated it has become quite overgrown. President John Blazosky asked if the Borough turned that over to the school for a project, and stated it does not look like anyone has been using it. Member Steve Hoak stated another group has shown an interest in using it. Public Works Director Dave Vallosio stated the last thing we did there was board up the windows because someone broke them. Member Steve Hoak asked Public Works Director Dave Vallosio to go there and find out what needs done and let Council know at the next meeting. President John Blazosky stated if nobody is using it and someone wants to use it that is fine, but if it is going to sit there, make sure it is secured and the weeds are cut. Manager Dana D. Shick stated she will try to contact John MacBeth again to see if the school still wants to use it. Member Steve Hoak stated he thought after we see what needs done there, we should write the school a letter regarding this and ask what their intentions are. President John Blazosky stated Public Works Director Dave Vallosio will look into this for the next meeting.

Zoning/Code/Health Officer – Zoning and Code Enforcement Officer Emerson Turnbull stated he has no report for this meeting.

Committee Reports

A. Public Safety Committee

1. **Parking Ordinance** – Public Safety Committee Chairman Steve Hoak stated Solicitor Jim Dennison was nice enough to draft a parking ordinance, and the Public Safety Committee met and started to go over it. Public Safety Committee Chairman Steve Hoak stated it will address a lot of different issues, it will be a long work in progress, and they are working on it.

Solicitor – Solicitor Jim Dennison stated he has no report for this meeting.

Borough Manager

- A. **Legal Update Seminar** – Manager Dana D. Shick stated a couple of meetings ago Council approved that she attend the 2016 Annual Municipal Legal Update Seminar. Manager Dana D. Shick stated early bird registration ends July 1st so if anyone else would like to attend they should contact her. Member Clarinda R. Darr stated she would be interested in attending. Member Steve Hoak moved to approve that Member Clarinda R. Darr attend the 2016 Annual Municipal Legal Update Seminar; seconded by Member Karen Allgeier. Motion carried 6-0. Member Dave Ferringer stated there are a lot of seminars and programs offered on the internet, including one coming up regarding blighted properties, the entire Council could watch for around \$45.00 without having to go away for two days.

- B. Special Event Permit – Zion Church** – Manager Dana D. Shick stated there is a Special Event Permit from the Zion Church for Church in the Park scheduled for July 24th in Longview Park. Manager Dana D. Shick stated it is church service followed by a picnic and games. Manager Dana D. Shick stated they are requesting electricity. Manager Dana D. Shick stated we still need signatures from our Local Emergency Management Coordinator and our Fire Chief on the permit. Member Karen Allgeier moved to approve the Special Event Permit for the Zion Church for Church in the Park on July 24th at Longview Park subject to Manager Dana D. Shick getting the remaining signatures she needs on the Special Event Permit, and that we provide power; seconded by Member Dave Ferringier. Motion carried 6-0.
- C. Special Event Permit – Art in the Park** – Member Steve Hoak stated we approved the Special Event Permit for Art in the Park before they chose to reschedule that event. Member Steve Hoak asked if another Special Event Permit will need to be submitted for that event. Manager Dana D. Shick stated they just need to submit a note with just the new date of the event for approval since nothing else changed. Member Karen Allgeier moved to approve the change of the date to July 30, 2016 for Art in the Park at Longview Park; seconded by Member Dave Ferringier. Motion carried 6-0.
- D. Meetings** – Manager Dana D. Shick stated she would like to discuss our meetings. Manager Dana D. Shick stated everyone at the conferences she goes to is blown away that we have two meetings a month, so she would like to propose we cut down to one meeting a month which is legally required. Member Karen Allgeier stated Council always sign a lot of checks for bills at both meetings, so how would that be handled. Manager Dana D. Shick stated under the Borough Manager's title she is allowed to pay any reoccurring bill on her own. President John Blazosky stated we will investigate this further.
- E. Executive Session – Real Estate** – Manager Dana D. Shick requested an Executive Session for real estate purposes with no action expected.

UNFINISHED BUSINESS:

- A. Paid Firemen Update** – Public Safety Committee Chairman Steve Hoak stated this issue is in the same committee that is reviewing the parking ordinance, and this is not a dead issue. Public Safety Committee Chairman Steve Hoak stated the committee discussed a few concerns, and more discussion is needed. Member Steve Hoak stated this is moving along, and not being swept under the rug.

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

- A. Member Clarinda R. Darr** – Member Clarinda R. Darr thanked Council for letting her attend the state conference in Hershey. Member Clarinda R. Darr stated every year it gets better and better. Member Clarinda R. Darr stated Scripture Rocks had their official opening. Member Clarinda R. Darr stated regarding our first Junior Council Person, Danielle VanSteenberg, things are

moving along and pictures of her with Council have been sent to Harrisburg for the Borough News. Member Clarinda R. Darr stated the Laurel Festival had a good run, and the food court was good.

- B. Member Dave Ferringer** – Member Dave Ferringer stated he would like Council to have a meeting with the Brookville Volunteer Fire Company to talk about our coverage in town, and to let people know we are in good hands. President John Blazosky stated we have a meeting, and asked Member Steve Hoak when the meeting is. Member Steve Hoak stated the next meeting would be the same night as our Council meeting, July 5th. Member Steve Hoak asked Member Dave Ferringer if he wanted a presentation to Council. Member Dave Ferringer stated he and maybe some other Council Members would like to better understand the workings of the fire company, the coverage you have, and if there is any chance of possibly joining forces with Pinecreek as to DuBois for better and closer coverage. Member Steve Hoak stated he would be glad to set something up, and have Council come to the Brookville Volunteer Fire Company so you can see firsthand. Member Steve Hoak stated he will send an email out to Council.
- C. Member Steve Hoak** – Member Steve Hoak stated just so everyone knows, the Brookville Volunteer Fire Company is still responding to calls, and we have not missed a call yet. Member Steve Hoak stated they got all the apparatus through the Laurel Festival parade. Member Steve Hoak thanked everybody who participated with the Laurel Festival. Member Steve Hoak stated the issue of dwindling volunteers is something that is striking the state hard. Member Steve Hoak stated he has read articles that say we have gone from around 300,000 down to 30,000 across the state for volunteers. Member Steve Hoak stated they have been having hearings about this in the State House, and our Congressman as well is having two hearings with volunteer fire departments to see what they can do on a federal level. Member Steve Hoak stated this is not only happening in Brookville but across the state.
- D. Member Karen Allgeier** – Member Karen Allgeier thanked Council for letting her attend the conference in Hershey. Member Karen Allgeier stated it was absolutely wonderful. Member Karen Allgeier thanked Manager Dana D. Shick who received her Certified Borough Official (CBO) designation, at the conference. Member Karen Allgeier stated she received her Certified Borough Official designation as well, and her ten year service award. Member Karen Allgeier stated the Borough got third place for their website, and received a plaque for that as well.
- E. President Pro-Tem Bill Kutz** – President Pro-Tem Bill Kutz stated Steve, given the fact that we have low numbers on the Brookville Volunteer Fire Company, I think it might be a good idea for us to talk about maybe merging with Pinecreek. Member Steve Hoak stated he does not think the Brookville Volunteer Fire Company is that low on numbers. Member Steve Hoak stated he is not saying talks for a merger would be a bad thing. Member Steve Hoak stated the DCED (Department of Community and Economic Development) actually has a whole department that takes care of that and the Brookville Volunteer Fire Company actually talked to Rob Brady at the DCED before

about the needs of this area. President John Blazosky asked Member Steve Hoak if the firemen at Pinecreek go through the same regimen of training as the Brookville Volunteer Firemen. Member Steve Hoak stated he does not know, but the Brookville Volunteer Fire Company requires it. Mayor Richard Beck stated there is a minimum amount of training that is required, and then the firemen can go beyond that but they do not have to. Member Steve Hoak stated being a fireman is not like it used to be; it is a business. Member Clarinda R. Darr asked if the Brookville Volunteer Fire Company has five members working toward their national certification, and Member Steve Hoak stated at least five.

- F. **President John Blazosky** – President John Blazosky stated Christine Gunning must be doing a real good job on the Borough's website since it got third place recognition at the conference.
- G. **Mayor Richard Beck** – Mayor Richard Beck thanked Council for letting him go to the Mayor's Conference. Mayor Richard Beck stated there were very interesting topics and he learned a lot there.
- H. **Member Steve Hoak** – Member Steve Hoak stated regarding the merger, a big part of it will be finances. Member Steve Hoak stated there was a big argument for a long time about Rose Township, and this Municipality did not want to pay for the Brookville Volunteer Fire Company to provide fire protection to Rose Township. Member Steve Hoak stated it was not right for these citizens to pay point eight mils for fire protection, and for the Brookville Volunteer Fire Company to respond to another township and not pay that. Member Steve Hoak stated it is going to be the same way with Pinecreek Township. Member Steve Hoak stated merger is an easy word to throw out there, but there is a lot to consider. Member Steve Hoak stated they might be a mile away from us, but the township line is another eight or nine miles at least on the other side of that they would have to respond the whole way out to. Some discussion took place about a letter regarding parking across the street from the Brookville Volunteer Fire Company in a parking structure. Member Steve Hoak stated for a fire company we are trying to portray in this meeting as apparently dying now or having some kind of issue, it is weird at the same time to have a parking issue and not having enough parking spaces. Member Steve Hoak stated it is awkward timing and again just another issue. Member Dave Ferringer asked Manager Dana D. Shick to get a copy of that letter to all the Council Members. Member Steve Hoak stated the Brookville Volunteer Fire Company will not park there, and this issue has been resolved.
- I. **President John Blazosky** – President John Blazosky asked the media if they had any questions, and they did not.

EXECUTIVE SESSION:

At 8:00 P.M. Brookville Borough Council entered two consecutive Executive Sessions; one for personnel matters with possible action expected and one for real estate with no action expected. Executive Session ended at 8:24 P.M. with the following action taken:

Personnel Committee Chairman Steve Hoak stated the Personnel Committee recommends the creation of a full-time position for Administrative Assistant for the Police Department. President John Blazosky stated that motion is coming from committee and does not need a second. President John Blazosky asked all Council Members in favor of this committee suggestion to say 'aye'. This motion was approved unanimously. Motion carried 6-0.

ADJOURNMENT:

Member Steve Hoak moved to adjourn; seconded by Member Bill Kutz. Motion carried 6-0 at 8:25 P.M.

Borough Manager