

MINUTES
BROOKVILLE BOROUGH COUNCIL MEETING
Tuesday, October 18, 2016 @ 7:00 P.M.

The Brookville Borough Council met in the large conference room on Tuesday, October 18, 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
Levi Roseman

STAFF

Manager Dana D. Shick
Mayor Richard Beck
Police Chief Jason Brown
Fire Chief Steve Hoak
Public Works Director -
Dave Vallosio
Solicitor Jim Dennison
Recorder Christine Gunning

VISITOR/MEDIA

Matt Triponey
Randy Bartley
Scott Shindledecker
Dalynn Park
Nicole Cable
Sandy Snyder

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 (October 4, 2016):

Member Karen Allgeier moved to approve the minutes of the October 4th meeting as submitted; seconded by Member Dave Ferringier. Motion carried 7-0.

FINANCIAL REPORTS:

A. Approval of Expenditures – The current bills were presented for approval.

Manager Dana D. Shick stated there were two additions:

- 1. Phil Hynes** - \$469.58 – Reimbursement for PSAB Conference Expenses
- 2. Team Force** - \$6,305.00 – New Police Vehicle

Member Karen Allgeier moved to approve the bills as amended; 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. Nicole Cable – Civic Club – Decorating Parking Meters** – Nicole Cable stated, on behalf of the Brookville Civic Club, they are asking permission to decorate the parking meters with cornstalks for the fall on Wednesday, October 26th, and do the parking meter covers they did last year for the month of December. Member Karen Allgeier moved to allow the Brookville Civic Club to decorate the parking meters for fall, as well as put their bags on the parking meters for the month of December. Member Karen Allgeier stated she realizes that impacts us a little bit

as far as finances are concerned, but she thinks this is a good thing to do at Christmastime so people can get in and out of the restaurants and the shops. Police Chief Jason Brown asked what will we do with our two parking enforcement people. Police Chief Jason Brown stated they would essentially be laid off for the month of December. President John Blazosky stated let's take care of the cornstalks first. Member Karen Allgeier stated she is amending her motion to let the Brookville Civic Club decorate the parking meters with cornstalks for fall; seconded by Vice-President Phil Hynes. Motion carried 7-0. Member Clarinda R. Darr asked how long they will keep the cornstalk decorations on the parking meters. Nicole Cable stated the cornstalks will be taken down before Light Up Brookville. After some discussion, Member Steve Hoak moved to allow free parking with the bags the Brookville Civic Club is providing, from Friday, November 25th to Monday, November 28th, Friday, December 2nd to Sunday, December 4th, Friday, December 9th to Sunday, December 11th, Friday, December 16th to Sunday, December 18th, and Friday, December 23rd to Saturday, December 31st; seconded by Member Clarinda R. Darr. Motion carried 7-0.

REPORTS:

Chief of Police –

- A. Community Club** – Police Chief Jason Brown stated last week on Friday he spoke at the Community Club.
- B. Commercial Motor Vehicle Enforcement Training** – Police Chief Jason Brown stated two officers attended Commercial Motor Vehicle Enforcement Training at Indiana University of Pennsylvania (I.U.P.).
- C. Trunk or Treat** – Police Chief Jason Brown stated prior to coming to the meeting tonight, he was at Trunk or Treat at Truckstops of America in Brookville.
- D. New Vehicle** – Police Chief Jason Brown stated the Police Department's new car should be here by the end of the week or the beginning of next week.

Fire Chief – Fire Chief Steve Hoak stated this was a busy weekend for the Brookville Volunteer Fire Company, the Brookville Police Department, and the Street Department. Fire Chief Steve Hoak stated it all started at about 1:30 A.M. on Sunday morning when there was an explosion at the substation back behind Madison Avenue. Fire Chief Steve Hoak stated this resulted in a brownout or blackout for most of the town. Fire Chief Steve Hoak stated Penelec was able to resolve the issue a lot quicker than they were planning on because there was a spare transformer. Fire Chief Steve Hoak stated this resulted in numerous related calls including a small fire at the Courthouse when the power came back on shortly after quarter after eleven that morning. Fire Chief Steve Hoak thanked all the mutual aid departments that assisted including Pinecreek, Corsica, Reynoldsville, Warsaw, DuBois 73, Jefferson County E.M.S., Brookville Police Department, the Sheriff's Department, and the Brookville Municipal Authority. Fire Chief Steve Hoak stated a lot of people helped, including our Solicitor Jim Dennison helped pull in hose for a moment. Fire Chief Steve Hoak stated he will give a full report at the next meeting. President John Blazosky asked if there is anything under investigation into what specifically happened at the Courthouse. Fire Chief Steve Hoak

stated no, what burned was a transformer for the elevator system. Fire Chief Steve Hoak stated there was a surge in that transformer that destroyed a lot of wiring in that transformer and made a lot of smoke.

Director of Public Works – Public Works Director Dave Vallosio stated the storm drain on Elm Drive has been completed, except for the paving of a few driveways they had to cross. Public Works Director Dave Vallosio stated his crew is checking over equipment for leaf picking season which is fast approaching. Public Works Director Dave Vallosio stated his crew has been trimming overhanging limbs on Walnut Street and Jefferson Street at the request of the Brookville Area School District and the bus drivers. Public Works Director Dave Vallosio stated all work orders are current.

Zoning/Code/Health Officer – No Report

Committee Reports

A. Parks Committee

1. **Basketball Courts and Tennis Courts at Memorial Park** – Parks Committee Chair Karen Allgeier stated the committee met today at Memorial Park with Ball, a representative of Jefferson Paving, Public Works Director Dave Vallosio, and Manager Dana D. Shick to discuss the placement of the dual batting cage that Ball wants to put in. Parks Committee Chair Karen Allgeier stated after they walked around and looked at different areas, Jefferson Paving measured things out and came up with a couple of choices on where to put this. Parks Committee Chair Karen Allgeier stated they are going to meet with their board of directors, and get back to us on which area they are going to use for this dual batting cage that they want to have installed. Parks Committee Chair Karen Allgeier stated, as for the basketball court at Memorial Park, the people who will be refurbishing the tennis courts will refurbish the basketball court as well in the spring. Parks Committee Chair Karen Allgeier stated it will come back for a vote of Council when they decide where the batting cages are going to go. President John Blazosky asked if the batting cages will stay up year round. Parks Committee Chair Karen Allgeier stated they will, and they will have an asphalt base. Parks Committee Chair Karen Allgeier stated there will be four batting cages instead of just two. Member Clarinda R. Darr asked if someone could see a graphic or go down and take a look at the area. Parks Committee Chair Karen Allgeier stated they are going to stake it out, but one location is next to the pavilion where the concession stand is, and the other one is on the far side of the maintenance shed. Member Steve Hoak asked if Borough funds were being used for this. Parks Committee Chair Karen Allgeier stated no Borough funds are being used. Parks Committee Chair Karen Allgeier stated we are just doing this because it is part of our park.

Solicitor

- A. Parking Ordinance** – Solicitor Jim Dennison stated he is re-working the Parking Ordinance. Solicitor Jim Dennison stated he will get the Parking Ordinance out to Council before the next meeting so they can look over it, and hopefully vote on advertising it at the next meeting.

Borough Manager

- A. Special Event Permit – Victorian Christmas** – Manager Dana D. Shick stated there is a Special Event Permit for Victorian Christmas which is scheduled for December 1st through December 4th. Manager Dana D. Shick stated they have filed their correct permits with the state for the shutdown of Main Street which is the only pending approval that we have. Manager Dana D. Shick stated all other sign offs have taken place, and she requests permission to approve Victorian Christmas's Special Event Permit. Member Karen Allgeier moved to approve the Special Event Permit for Victorian Christmas as presented; seconded by Member Steve Hoak. Motion carried 7-0.
- B. Parking Spaces and Meters on Main Street in Front of the New Park** – Manager Dana D. Shick stated from the last meeting, we are bringing back parking in front of H.B.I. Manager Dana D. Shick stated the space can hold ten spaces; nine regular spaces and one handicapped space. Manager Dana D. Shick stated it would cost the Borough \$3,200.00 to get the parking meters, and after that the revenue would come into the Borough. Member Clarinda R. Darr stated the lines for the ten parking spots have been painted in front of the new park. Manager Dana D. Shick stated Jefferson Paving does our painting. Member Karen Allgeier stated we need parking on Main Street, and she is in favor of going forward with the parking meters in front of the park; seconded by President Pro-Tem Bill Kutz. President John Blazosky asked Public Works Director Dave Vallosio if we have any extra parking meters. Public Works Director Dave Vallosio stated we have the guts for in them, but we do not have the housings which cost around four hundred and fifty dollars apiece. Public Works Director Dave Vallosio stated there are five of them. Vice-President Phil Hynes stated he would like to voice the opposite opinion. Vice-President Phil Hynes stated he does not see blocking the beautiful park for the amount of revenue that would be generated. President Pro-Tem Bill Kutz stated he drove by the park today. President Pro-Tem Bill Kutz stated cars were parked there, and they did not block his view of the park very much. Member Karen Allgeier moved to put double parking meters in front of the park; seconded by Member Dave Ferringer. After some discussion, Police Chief Jason Brown stated he thinks the Borough should order 213 double parking meters uniformly, and pay for them with the revenues from bringing Parking Enforcement Officer Lester Villella on, not to have the taxpayers pay for them. Police Chief Jason Brown stated it would cost \$26,000.00 for parking meters for the entire town. Member Karen Allgeier amended her motion to put double parking meters there when the funds are available to get

them; seconded by Member Dave Ferringer. Motion carried 6-1, with Vice-President Phil Hynes dissenting.

- C. **Borough CD Due** – Manager Dana D. Shick stated a Borough CD is coming due on October 22nd. Manager Dana D. Shick stated we need to decide if we want to roll the entire thing over including the interest, or just roll over the principal and put the interest in the General Fund. Member Karen Allgeier asked what the amount of principal is, and what the amount of interest is. Manager Dana D. Shick stated the principal is \$151,500.77 and the interest is \$453.26. Vice-President Phil Hynes moved to renew the CD and roll over the interest. Manager Dana D. Shick stated hold on, there are different choices of CD's. Manager Dana D. Shick stated S and T Bank came back with the best rate with a twelve month CD for point seven five percent interest, a six month CD for point five percent, and a ten month CD that does not penalize you if you pull it early given that it sits there for at least seven days at the same rate as the six month which is point five percent. Vice-President Phil Hynes amended his motion to include whichever bank would allow us to pull the CD. Member Karen Allgeier asked if these were the best rates. Manager Dana D. Shick stated when the Borough quotes CDs we quote the three local banks; S and T Bank, Farmers National, and First Commonwealth. Manager Dana D. Shick stated First Commonwealth offers a six month CD at point three, and a twelve month CD at point three five. Manager Dana D. Shick stated Farmers National has a six month at point two five, and a 24 month at point eight percent however it will allow you to pull it at twelve months only for project purposes, or you can go into a money market at point four five. Manager Dana D. Shick stated the rate on the money market is negotiated every six months, however there is no penalty to withdraw. Member Dave Ferringer stated he has been watching the news, and they have been talking about the feds raising the interest rate real soon, and it might behoove us to hold off. Manager Dana D. Shick stated if you take the ten month at least it is gaining some interest and you can pull it after seven days. Vice-President Phil Hynes amended his motion to renew the CD and rollover the interest at S and T Bank for ten months at point five percent with the note that they do not penalize you if you pull it after you let it sit for seven days; seconded by Member Steve Hoak. Motion carried 7-0.

- D. **Holiday Collection – Willow Run Animal Sanctuary** – Manager Dana D. Shick stated the Brookville Municipal Authority approved the Christmas Collection that the office staff would like to do. Manager Dana D. Shick stated the collection is for Willow Run Animal Sanctuary in Coolspring, and the drop off location will be in the lobby outside the Water Office in the Borough Building. Manager Dana D. Shick stated people can donate dry cat food, dry dog food, dry dog treats, paper towels, laundry detergent, and cleaning supplies. Manager Dana D. Shick stated we will be collecting those items from November 14th to December 16th. Manager Dana D. Shick stated a flyer will be going out to the residents paid for through private funds.

- E. **Pumpkin Roll** – Manager Dana D. Shick stated she needs a motion to approve the Pumpkin Roll that is scheduled to take place Sunday, November

6th at 1:00 P.M. Member Dave Ferringer moved to approve the Pumpkin Roll on Sunday, November 6th at 1:00 P.M.; seconded by Member Steve Hoak. Motion carried 7-0.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

ELECTED OFFICIAL COMMENTS:

- A. **Junior Council Member Levi Roseman** – Junior Council Member Levi Roseman stated some sports have wrapped up and some are going on at the school. Junior Council Member Levi Roseman stated the Yearbook Club is excited about a digital smartphone application called ‘re-play it’ which is like a digital yearbook that lets students upload pictures to a digital time capsule that they can look at years down the road. Junior Council Member Levi Roseman stated ticket presales are going on for ‘Seussical the Musical’ with show dates being November 10th, 11th, and 12th. Junior Council Member Levi Roseman stated some members of the Senior High Band went to Clarion Highschool on Sunday to participate in the Honors Band Program with Clarion High School, Union High School, and Keystone High School. Junior Council Member Levi Roseman stated the band was also selected to present in front of the PMAA All-State Conference in Erie in the coming spring. Junior Council Member Levi Roseman stated today was the Halloween window painting downtown.
- B. **Mayor Richard Beck** – Mayor Richard Beck complimented Nicole Cable for keeping the town decorated. Mayor Richard Beck thanked the Brookville Police Department, the Brookville Volunteer Fire Company and everyone who worked on Sunday at the Courthouse. Mayor Richard Beck stated several people commented to him on how well the situation was handled.
- C. **Member Clarinda R. Darr** – Member Clarinda R. Darr thanked the Brookville Police Department, the Brookville Volunteer Fire Company, and everyone who helped on Sunday at the Courthouse. Member Clarinda R. Darr reminded everyone of Haunted Brookville and asked everyone to drive safely while they take part in the festivities. Member Clarinda R. Darr stated the Halloween window painting is exceptional. Member Clarinda R. Darr stated we are in the process of completing paperwork for the DCNR grant, and waiting for some benchmarks to come back to us.
- D. **Member Dave Ferringer** – Member Dave Ferringer thanked the Brookville Volunteer Fire Company, the Brookville Police Department, and all the combined emergency groups that joined together in taking care of our little town last weekend.
- E. **Member Steve Hoak** – Member Steve Hoak thanked everyone for their compliments to the Brookville Volunteer Fire Company. Member Steve Hoak thanked Nicole Cable and the Brookville Civic Club for decorating the town. Member Steve Hoak thanked Junior Council Member Levi Roseman for his report, and stated that he is very well spoken. Member Steve Hoak stated we

fail to have an emergency generator in this building, and we are really lacking on being able to move forward. Member Steve Hoak stated he knows there is not enough money in the budget for a generator at this time. Member Steve Hoak stated a generator is an important asset we should have. President John Blazosky stated Police Chief Jason Brown seems to be able to get a lot of things from the government. Police Chief Jason Brown stated the problem is getting a relay switch that will work here. Police Chief Jason Brown stated the relay switches are the hot commodity. Manager Dana D. Shick stated the issue is you need the generator and the relay switch together. Police Chief Jason Brown stated they need to speak to each other to interface with the electrical in the building. Police Chief Jason Brown stated the problem with the military is that they are operated on diesel fuel. Police Chief Jason Brown stated the optimum would be a natural gas system. Police Chief Jason Brown stated unless you run the diesel and keep replenishing it, it will go bad. Member Steve Hoak asked Council over the next year to look for opportunities to get a generator and make that a priority. Member Clarinda R. Darr asked for a ballpark figure on how much a generator would cost. Police Chief Jason Brown stated that depends on what you want to cover. Manager Dana D. Shick stated we have the estimate, and it is astronomical. Police Chief Jason Brown stated it would cost \$20,000.00 for the Brookville Police Department alone. Police Chief Jason Brown stated he will keep an eye out, and if he finds one he will requisition it.

- F. **Member Karen Allgeier** – Member Karen Allgeier thanked Nicole Cable for decorating the town. Member Karen Allgeier encouraged everyone to take part in Haunted Brookville on October 29th. Member Karen Allgeier reminded everyone the Halloween Parade is on trick-or-treat night, and starts at 5:30 P.M. in front of the YMCA, and is followed by trick-or-treating until 8:00 P.M. Member Karen Allgeier thanked Council for letting her, along with Manager Dana D. Shick and Member Clarinda R. Darr, attend the Pennsylvania State Association of Boroughs (PSAB) Conference this past weekend. Member Karen Allgeier reminded Council to R.S.V.P. for the Veteran's Day Program at the Highschool on Friday, November 11th. Member Karen Allgeier stated they would like an R.S.V.P. at the Highschool by November 1st to see how many of us, including Mayor Richard Beck and Solicitor Jim Dennison will be attending. Member Karen Allgeier thanked Officer Miller and Officer Gallagher for helping her mom.
- G. **President Pro-Tem Bill Kutz** – President Pro-Tem Bill Kutz thanked the Brookville Police Department, the Brookville Volunteer Fire Company, and all the responders on Sunday morning. President Pro-Tem Bill Kutz thanked Nicole Cable and the Brookville Civic Club.
- H. **Vice-President Phil Hynes** – Vice-President Phil Hynes reminded everyone the Finance Committee has invited Council to take part in a Budget Workshop following tonight's meeting, and stated it is open to the public.
- I. **President John Blazosky** – President John Blazosky stated we are a small community and we have our financial woes. President John Blazosky stated our Police Department, Fire Company, and Civic Club get taken for granted a

lot of times. President John Blazosky stated he appreciates all of them and all of the services they provide. President John Blazosky asked the media if they had any questions, and they did not have any.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

RECESS:

President John Blazosky called for the meeting to recess. Member Karen Allgeier moved to recess the meeting; seconded by Member Dave Ferringer. Motion carried 7-0 at 7:42 P.M.

ADJOURNMENT:

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

Borough Manager