

**MINUTES**  
**BROOKVILLE BOROUGH COUNCIL MEETING**  
**Tuesday, November 1, 2016 @ 7:00 P.M.**

The Brookville Borough Council met in the large conference room on Tuesday, November 1, 2016 at 7:00 P.M. with the following in attendance:

**COUNCIL MEMBERS**

Phil Hynes  
Bill Kutz  
Karen Allgeier  
Steve Hoak  
Dave Ferringer  
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  
John Pozza  
Sandy Fernandez  
Tim Fernandez -  
from Boy Scout  
Troop #272

**CALL TO ORDER:**

Vice-President Phil Hynes called the meeting to order at 7:00 P.M. and led the group in the Pledge of Allegiance to the American Flag. Vice-President Phil Hynes stated President John Blazosky is in Georgia this week, so he is filling in.

**CORRECTIONS/APPROVAL OF MINUTES (October 18, 2016):**

Member Karen Allgeier moved to approve the minutes of the October 18<sup>th</sup> meeting as submitted; seconded by Member Steve Hoak. 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 Dave Ferringer. Motion carried 6-0.
- B. Fund Level Financial Statements** – Vice-President Phil Hynes stated if anyone has any questions regarding the Fund Level Financial Statements, they can ask Manager Dana D. Shick or himself.

**PUBLIC COMMENT:** None

**REPORTS:**

**Chief of Police –**

- A. Statistics** – Police Chief Jason Brown stated the statistics are not completed yet due to the month ending just yesterday. Police Chief Jason Brown stated he will have them at the next meeting.
- B. New Vehicle** – Police Chief Jason Brown stated the new police car was delivered today. Police Chief Jason Brown stated it still needs to have the video system installed, so it will not be operational for a short time.

- C. The Realities of Sexual Assault Training** – Police Chief Jason Brown stated on Thursday all police officers will attend the Realities of Sexual Assault Training in the Borough building. Police Chief Jason Brown stated this training is put out by Passages, and helps give officers the victim's point of view.

**Fire Chief** – After Fire Chief Steve Hoak read his written report (attached), he stated earlier this month things were changed in Brookville Borough. Fire Chief Steve Hoak stated the 9-1-1 Center will now have the ability to change their dispatch protocols and anytime there is any cardiac arrest in the Borough of Brookville, the Brookville Volunteer Fire Company will automatically dispatch along with the ambulance and the police department. Fire Chief Steve Hoak stated if they can beat the ambulance to the scene by one or two minutes, that makes a huge difference. Fire Chief Steve Hoak stated if they save one life doing this, it is well worth it. Vice-President Phil Hynes thanked Fire Chief Steve Hoak and stated he is always impressed with the Brookville Volunteer Fire Company's response times.

**Director of Public Works** – Public Works Director Dave Vallosio stated leaf pickup began in the Borough on Monday, October 31<sup>st</sup> and will continue until further notice. Public Works Director Dave Vallosio stated all work orders are current.

**Zoning/Code/Health Officer** – Written Report (Attached)

**Committee Reports** - None

**Solicitor** – No Report

**Borough Manager**

- A. Holiday Collection – Willow Run Animal Sanctuary** – Manager Dana D. Shick stated the Christmas Collection for the Willow Run Animal Sanctuary is starting Monday, November 14<sup>th</sup> here in the Borough Building. Manager Dana D. Shick stated the Brookville Municipal Authority employees have sponsored that, and letters have gone out under private funding with that reminder.
- B. Resignation of Emergency Management Services/(EMS) Coordinator** – Manager Dana D. Shick stated we received a letter tonight from our Emergency Management Services Coordinator Steve Hoak before the meeting. Member Steve Hoak stated he tendered his resignation tonight for that position, because he is wearing too many hats and feels he does not have the time to properly fulfil the duties of that position. Member Steve Hoak stated he will fill in during the interim until the Borough finds a replacement. Member Steve Hoak stated he has been trying to recruit people for the position. Member Steve Hoak stated this is not a paid position, and all of the training is usually provided through the county. Member Steve Hoak stated the Emergency Management Services Coordinator must attain designations from FEMA and PEMA. Member Steve Hoak stated the overall job is to be the Borough's coordinator in case of a disaster. Member Steve Hoak stated

the job entails overseeing the Borough's Emergency Operations Plan, keeping the Flood Plans up to date, making sure all the contacts are still good, and designating the Emergency Operations Center. Member Steve Hoak stated whoever is picked will have to be appointed by the state also. Member Steve Hoak stated there is no residency requirement that he is aware of. Vice-President Phil Hynes stated he is assigning this to the Safety Committee. Member Karen Allgeier moved to accept with regret Member Steve Hoak's resignation as Emergency Management Services (EMS) Coordinator with the caveat that he will stay on in the interim until a new coordinator has been found and has had proper training. Vice-President Phil Hynes asked that all Council Members in favor signify by saying 'aye'. Motion carried 5-1, with Member Steve Hoak recusing himself.

#### **UNFINISHED BUSINESS:**

- A. 2017 Budget Discussion** – Finance Committee Chairman Phil Hynes stated the committee is hoping to get some feedback from Council on what to do about our dilemma. President Pro-Tem Bill Kutz stated the head of the Maintenance Department has been here for twenty seven years, and he deserves a good raise. Member Karen Allgeier stated we will know more at the middle of the month, after the next negotiation. Manager Dana D. Shick stated we need to balance the budget how it is now. Member Karen Allgeier stated in regards to stormwater we should see if we can solicit grant money with no match, or grants that are just donations that deal with this. Member Dave Ferringer stated the Borough's biggest costs are labor and insurance. Member Dave Ferringer stated all Council Members should come up with five ideas to cut expenses or increase income. Member Dave Ferringer stated we need to do something to keep the values of the homes and businesses in Brookville. Member Karen Allgeier stated Council needs to look at different income streams besides tax money, parking money, grants, liquid fuels, and rent. Member Karen Allgeier stated there has to be other kinds of income we can bring in. Manager Dana D. Shick stated Chris Silvis in the office has been looking at grants, and they are not there. Manager Dana D. Shick stated PennDOT has a type of matching loan, and it can be used for parking meters, stormwater, and road paving. Manager Dana D. Shick stated you have to put some of the money up front for it. Manager Dana D. Shick stated there is interest on it, but it ties up your Liquid Fuels money coming in. Manager Dana D. Shick stated we are looking at grants and non-CDBG and we are not coming up with any solutions to fix the current deficit. Finance Committee Chairman Phil Hynes stated the next Finance Committee meeting is Tuesday morning, and we need ideas. Member Karen Allgeier stated the Borough could charge a small fee for putting organization's information on the public access television station. Member Dave Ferringer stated he does not see spending dollars to make small fees that get eaten up with the paperwork. Member Dave Ferringer stated we have to come up with something that will cut expenses. Member Dave Ferringer stated we cannot continue to hand out raises. Member Dave Ferringer stated a two mil increase will bring the

Borough \$160,000.00, and we will just get caught up. Finance Committee Chairman Phil Hynes stated we need to get ideas of where these cuts can come from, and get them to the Finance Committee. Member Karen Allgeier asked Public Works Director Dave Vallosio if tar and chipping is cheaper than paving, and he said it is but it usually needs redone each year. Member Dave Ferringer asked if there was something else besides tar and chip. Public Works Director Dave Vallosio stated there is a double seal coat. Member Dave Ferringer asked Public Works Director Dave Vallosio if the longevity of double coat is more than two years, and Public Works Director Dave Vallosio stated it does. Member Karen Allgeier stated she believes the prevailing wage in regard to road projects is killing most small towns. Member Steve Hoak stated the Borough has no money for paving next year, just Liquid Fuels money. After more discussion, Finance Committee Chairman Phil Hynes stated we will not be able to solve everything tonight. Finance Committee Chairman Phil Hynes stated the purpose of having it on the agenda is to convince Council we need to get ideas to the Finance Committee. Finance Committee Chairman Phil Hynes stated it will not be perfect, but we have to get the budget balanced somehow.

#### **NEW BUSINESS:**

- A. One Borough Council Meeting per Month** – Mayor Richard Beck stated the idea of having one meeting a month was brought up earlier, and he would like to know what Council wants to do. Member Karen Allgeier asked Solicitor Jim Dennison if Council had to publish that at the first of the year. Solicitor Jim Dennison stated Council can do that anytime. Member Steve Hoak asked Solicitor Jim Dennison if there can be standing work sessions. Solicitor Jim Dennison stated yes, you just have to meet once a month. Member Karen Allgeier stated she is worried about paying the bills. Solicitor Jim Dennison stated Manager Dana D. Shick can pay the bills if they recur on a regular basis without waiting for approval. Member Steve Hoak stated if we go to one meeting, and need a second one we will have to advertise it. Solicitor Jim Dennison stated that creates problems. Member Steve Hoak moved to remove the issue from the table and keep the same meeting schedule; seconded by Member Karen Allgeier. Motion carried 6-0.
- B. Parking Ordinance** – Member Clarinda R. Darr asked Solicitor Jim Dennison for an update on the Parking Ordinance. Solicitor Jim Dennison stated he retyped it and reformatted it. Solicitor Jim Dennison stated he was hoping to have a draft and summary at this meeting, but he just could not get it done. Solicitor Jim Dennison stated he put the Parking Ordinance in a form to adopt.

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

- A. Junior Council Member Levi Roseman** – Junior Council Member Levi Roseman stated most of the sports at the Brookville Area High School have concluded. Junior Council Member Levi Roseman stated in senior high football last week, the Brookville Raiders beat Keystone. Junior Council

Member Levi Roseman stated Brookville High School senior Ryan Thrush broke the district meet record at the cross country districts in Ridgway and he will be going to Hershey this weekend. Junior Council Member Levi Roseman stated last week was Red Ribbon Week at the Brookville Area High School with the focus being students have better things to do than drugs. Junior Council Member Levi Roseman stated Halloween and the parade went very well and he thanked Police Chief Jason Brown and Fire Chief Steve Hoak for helping facilitate that. Junior Council Member Levi Roseman reminded everyone that 'Seussical the Musical' is the tenth, eleventh, and twelfth of November.

- B. Mayor Richard Beck** – Mayor Richard Beck stated he thinks the Brookville Police Department and the Brookville Volunteer Fire Company did a great job with Halloween. Mayor Richard Beck stated Levi is doing a great job as Junior Council Member.
- C. Member Clarinda R. Darr** – Member Clarinda R. Darr stated Haunted Halloween went well, and congratulated the people who were in charge of that. Member Clarinda R. Darr stated the Gingerbread Tour is coming up this weekend. Member Clarinda R. Darr thanked Junior Council Member Levi Roseman for the sports update. Member Clarinda R. Darr asked everyone on the eleventh of this month to please attend the Veterans Day programs. Member Clarinda R. Darr suggested that Council start to think about structuring a five year plan.
- D. Member Dave Ferringer** – Member Dave Ferringer stated Police Chief Jason Brown and Fire Chief Steve Hoak did a great job with the outage at the substation, Halloween, and with the program at the school.
- E. Member Steve Hoak** – Member Steve Hoak asked everyone to remember to vote.
- F. Member Karen Allgeier** – Member Karen Allgeier thanked Police Chief Jason Brown and his crew and Fire Chief Steve Hoak and his crew for doing a great job with the substation and Halloween. Member Karen Allgeier reminded everyone about the Gingerbread Tour. Member Karen Allgeier stated the YMCA's auction will take place at Pinecrest on Saturday night, and there are still tickets available. Member Karen Allgeier reminded everyone the Pumpkin Roll is on Sunday at 1:00 P.M. on Pickering Street. Member Karen Allgeier stated there are two Veterans Day programs at the Brookville Area High School on Veterans Day, Friday, November 11<sup>th</sup>. Member Karen Allgeier asked everyone to see 'Seussical the Musical'. Member Karen Allgeier thanked Fire Chief Steve Hoak and Police Chief Jason Brown for doing a great job and asked them to tell their officers and members that they are appreciated. Member Karen Allgeier stated they handed out 350 bags of candy, cookies, and flash lights at the firehall last night for Halloween.
- G. President Pro-Tem Bill Kutz** – President Pro-Tem Bill Kutz stated he read of the passing of Larry McManigle who was a basketball coach and a teacher at Brookville. President Pro-Tem Bill Kutz stated the reason this applies to the Borough is that he had a major influence on a lot of us in our formative

years. President Pro-Tem Bill Kutz stated he was a great mentor. President Pro-Tem Bill Kutz wished prayers to the family.

- H. Vice-President Phil Hynes** – Vice-President Phil Hynes thanked everyone for being at the meeting. Vice-President Phil Hynes stated he appreciates that the scouting program has attending a meeting like this as a requirement to get a merit badge. Vice-President Phil Hynes asked the media if they had any questions.

**MEDIA COMMENTS/QUESTIONS/CLARIFICATION:**

- A. One Borough Council Meeting per Month** – President Pro-Tem Bill Kutz asked reporter Randy Bartley if he remembered when they had one Borough Council meeting a month and how they went. Reporter Randy Bartley stated sometimes the meetings would last for four hours.

**ADJOURNMENT:**

Member Karen Allgeier moved to adjourn; seconded by President Pro-Tem Bill Kutz. Motion carried 6-0 at 7:44 P.M.

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Borough Manager