

**MINUTES**  
**BROOKVILLE BOROUGH COUNCIL MEETING**  
**Tuesday, November 15, 2016 @ 7:00 P.M.**

The Brookville Borough Council met in the large conference room on Tuesday, November 15, 2016 at 7:00 P.M. with the following in attendance:

**COUNCIL MEMBERS**

John Blazosky  
Phil Hynes  
Bill Kutz  
Karen Allgeier  
Steve Hoak  
Dave Ferringer – arrived @ 7:15 P.M.  
Clarinda R. Darr  
Dalynn Park

**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  
Scott Shindledecker  
Randy Bartley  
Ron Pearsall

**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 (November 1, 2016):**

Member Karen Allgeier moved to approve the minutes of the November 1<sup>st</sup> meeting as submitted; seconded by Member Bill Kutz. 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. 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. Clarinda R. Darr – Light Up Brookville** – Clarinda R. Darr, member of the Light Up Brookville Committee, stated Light Up Brookville will take place the evening of Friday, November 25<sup>th</sup>. Clarinda R. Darr stated all the events that evening are free, except for a small admission fee for the Bowdish Train Exhibit at the History Center. Clarinda R. Darr stated they will have caricature portraits, face painting, an interactive ice sculpture, and seasonal crafts. Clarinda R. Darr stated they are asking veterans and their families to meet at 25 til 7:00 P.M. and help carry a flag in a procession down Main Street. Clarinda R. Darr stated the stores should be open, food vendors will be there, and porta-potties will be available. Clarinda R. Darr stated Small Business Saturday is November 26<sup>th</sup>, and will feature a show at the Moonlite Drive-In Theatre. Clarinda R. Darr stated the

Annual Children's Shopping Mart will take place on Saturday, December 3<sup>rd</sup> from 9:00 A.M. to 1:00 P.M. at the Brookville Volunteer Fire Company Social Hall, and it is sponsored by the Brookville Volunteer Fire Company's Ladies Auxiliary.

## **REPORTS:**

### **Chief of Police –**

- A. Statistics** – Police Chief Jason Brown stated in the month of October police officers responded to 1661 calls for service, wrote 112 complaints, made 131 traffic contacts, charged 8 felonies, 30 misdemeanors, and 42 summaries.
- B. The Realities of Sexual Assault Training** – Police Chief Jason Brown stated on Thursday all police officers attended the Realities of Sexual Assault Training in the Borough building. Police Chief Jason Brown stated this training was put on by Passages, and helps give officers the victim's point of view.
- C. Law Enforcement Subgroup Meeting** – Police Chief Jason Brown stated he attended a law enforcement subgroup meeting of the Northwest Central Pennsylvania Emergency Response Group at the Elk County emergency center.
- D. No Shave November** – Police Chief Jason Brown stated officers at the Brookville Police Department are participating again in 'No Shave November'. Police Chief Jason Brown stated each participating officer is paying a fee to grow a beard, and the money will be presented to the Brookville Food Pantry.
- E. Parking in Front of the New Park** – Police Chief Jason Brown stated his parking enforcement staff may have come up with a solution to the parking meter issue in front of the new park on Main Street. Police Chief Jason Brown stated there are currently three double meters which are ten hours and one ten hour single meter on Franklin Avenue which are rarely used. Police Chief Jason Brown stated if these meters were removed and placed on Main Street, between Barnett Street and White Street with the other ten hour meters, and replacing the two hour meters that are there, those two hour meters could then be placed in front of the park. Police Chief Jason Brown stated by utilizing parking meters that we have, the only cost would be the labor. Police Chief Jason Brown stated there is also a two hour double meter on Main Street that since repaving, only one of those meters is being used. Police Chief Jason Brown stated finally the last parking space on Main Street before White Street is extremely small due to paving. Police Chief Jason Brown stated we could possibly remove that space, and utilize the meter elsewhere. Police Chief Jason Brown stated the parking enforcement staff came up with these suggestions all on their own. Vice-President Phil Hynes stated he hopes that works, but if it does not he was contacted by the President of the New Bethlehem Borough Council. Vice-President Phil Hynes stated they have ten to fifteen old style parking meters and some poles. Vice-President Phil Hynes stated he does not know if they are the kind we can use, but we might want to look at them just for spares. Police Chief Jason Brown stated the Borough uses Duncan parking meters. President John Blazosky asked Public Works Director Dave Vallosio if he goes to New Bethlehem, and Public Works Director Dave Vallosio stated he can. Member Karen Allgeier stated she applauds the parking enforcement officers for the ideas they came up with to try to save the Borough money.

## **Fire Chief – No Report**

**Director of Public Works** – Public Works Director Dave Vallosio stated leaf pickup continues in the Borough, and the men and machinery are holding up well. President Pro-Tem Bill Kutz asked how long leaf pickup will continue in the Borough. Public Works Director Dave Vallosio stated leaf pickup will continue until around December 1, 2016.

## **Zoning/Code/Health Officer – No Report**

### **Committee Reports**

#### **A. Finance Committee**

1. **2017 Budget** – Finance Committee Chairman Phil Hynes stated Council Members were given a proposed draft of the 2017 budget to look at, suggest changes, and hopefully vote on at the next meeting. Finance Committee Chairman Phil Hynes stated next year there is nothing in the budget for lifeguards at Walter Dick Park, they cut out the promised police carport, they cut out police firearms for part-timers, they cut out the complex building roof maintenance line item, street paving will be limited to what is in the liquid fuels fund, street maintenance has been cut, we did not buy a proposed skid steer loader that was requested, the park improvements fund was deleted, line painting has been reduced, and stormwater was reduced by fifty percent. Finance Committee Chairman Phil Hynes stated this is a bare bones budget. Finance Committee Chairman Phil Hynes stated we have total revenues of \$2,150,375.00 and expenditures of \$2,105.95 with a proposed surplus of \$45,280.00. Finance Committee Chairman Phil Hynes stated the surplus amount would be in the general fund, and if we do not use it by the end of the year it can be rolled over into the next budget. Finance Committee Chairman Phil Hynes stated in order to balance expenditures and revenues unfortunately the proposed budget has a two and one half mil tax increase, and a point eight mil debt repayment tax. Finance Committee Chairman Phil Hynes stated he suggests Council take a look at it, and offer comments but it is coming down to the line here as far as making too many drastic changes before the end of the year because it does have to be passed in December. Member Karen Allgeier asked if any of the item numbers were changed as far as the impact fees and increase them in any way, shape or form. Manager Dana D. Shick stated they did not make any of the changes. Manager Dana D. Shick stated none of them are a quick fix. Manager Dana D. Shick stated they are all items we said we would look into throughout the year of 2017. Finance Committee Chairman Phil Hynes stated the committee recommends we continue this process into next year, and also recommends having a committee that makes a three to five year plan. Finance Committee Chairman Phil Hynes asked Council Members to please give the Finance Committee their feedback. Member Karen Allgeier asked how much a mil is, and Manager Dana D. Shick stated one mil is

\$82,600.00. President Pro-Tem Bill Kutz stated it makes sense to him to do just one mil each year, because it is easier for people to assimilate the cost in their life. Member Steve Hoak stated that is what we have been doing, and if we continue to do that we will just always be playing catch up. Member Karen Allgeier asked if the point eight will go away once all that equipment is paid for. Manager Dana D. Shick stated the debt repayment tax can only be as large as the debt you have, so you cannot continue to collect it if you have already paid off the debt. Member Karen Allgeier stated Council should start on a comprehensive plan in January so it is ready this time next year.

## **Solicitor – No Report**

## **Borough Manager**

- A. Request to Reappoint Brad Miller to the Brookville Municipal Authority** – Manager Dana D. Shick stated we would like to request to reappoint Brad Miller to the Brookville Municipal Authority Board. Manager Dana D. Shick stated the Board Members serve five year terms so this would run him through 2021. Member Karen Allgeier moved to reappoint Brad Miller to the Brookville Municipal Authority Board with great thanks; seconded by Member Steve Hoak. Motion carried 6-0.
- B. Resolution 523-16 – Jefferson County Tax Collection Committee (JCTCC) 2017 Operating Budget** – Manager Dana D. Shick stated this is a standard resolution approved every year to approve the operating budget for the Jefferson County Tax Collection Committee. Manager Dana D. Shick stated she sits on that board, and every year they keep a bare bones budget with just enough to get by. Member Karen Allgeier moved to approve Resolution 523-16 for the JCTCC 2017 operating budget as submitted; seconded by President Pro-Tem Bill Kutz. Motion carried 6-0.
- C. Resolution 524-16 – Jefferson County Tax Collection Committee (JCTCC) 2017 Voting Delegates** – Manager Dana D. Shick stated Resolution 524-16 is for the Jefferson County Tax Collection Committee 2017 voting delegates. Manager Dana D. Shick stated she is the primary delegate, followed by first alternate Bonnie Parrett, and second alternate Kerry Swineford. Manager Dana D. Shick stated they would go in her place if she could not make it. Manager Dana D. Shick stated there is also a voting proxy if all three of them would be unable to make it. Manager Dana D. Shick asked for a motion to approve the voting delegates by resolution. Member Karen Allgeier moved to approve Resolution 524-16 for the JCTCC 2017 voting delegates as submitted by Manager Dana D. Shick; seconded by President Pro-Tem Bill Kutz. Motion carried 6-0.
- D. Resolution 525-16 – 2017 Police Pension Contributions** – Manager Dana D. Shick stated another standard resolution is number 525-16. Manager Dana D. Shick stated every year we must vote to reduce the amount of the police officers pension contributions. Manager Dana D. Shick stated we are asking to reduce it to the one point zero three percent for the year 2017. Member

Clarinda R. Darr asked if there is a reason we are voting to reduce it. Manager Dana D. Shick stated the police pension fund is in a great surplus, and this is coming by recommendation from Thomas J. Anderson and Associates who oversees the fund. Member Steve Hoak moved to approve Resolution 525-16 reducing police officers contributions to the pension fund for 2017; seconded by Member Clarinda R. Darr. Motion carried 6-0.

- E. **PennDOT 2<sup>nd</sup> Street Bridge Public Meeting** – Manager Dana D. Shick stated on Thursday, December 8<sup>th</sup> PennDOT will present their plans for the 2<sup>nd</sup> Street Bridge from 5:30 to 7:00 P.M. in the Borough building. Manager Dana D. Shick stated this meeting is open to the public.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- A. **Parking Ordinance** – Member Steve Hoak stated Solicitor Jim Dennison sent out a copy of the Parking Ordinance to the Safety Committee. Member Steve Hoak stated he hopes to have the Parking Ordinance on the agenda for the next Brookville Borough Council meeting.
- B. **Resignation of Steve Hoak from Brookville Borough Council** – Member Steve Hoak stated recent developments within his employment require him to spend extended amounts of time outside of Brookville. Member Steve Hoak stated because of this he must tender his resignation as a Brookville Borough Councilman, but he will serve until December 31, 2016. Member Steve Hoak stated this decision was not easy, but he feels this is best for Brookville. President John Blazosky thanked Member Steve Hoak for staying on until December 31, 2016. Member Dave Ferringer moved to accept with regret Member Steve Hoak's resignation as a Councilman on Brookville Borough Council effective December 31, 2016; seconded by President Pro-Tem Bill Kutz. Motion carried 5-2, with Member Karen Allgeier and Member Clarinda R. Darr dissenting.

**ELECTED OFFICIAL COMMENTS:**

- A. **Alternate Junior Council Member Dalynn Park** – Alternate Junior Council Member Dalynn Park stated the musical at the Brookville Area High School wrapped up, and 67 students performed in the show. Alternate Junior Council Member Dalynn Park stated the 2017 musical will be celebrating fifty years of musicals at the Brookville Area High School. Alternate Junior Council Member Dalynn Park stated on Friday, November 11<sup>th</sup> grades nine through twelve participated in a Veterans Day program.
- B. **Mayor Richard Beck** – Mayor Richard Beck stated he would like to receive any emails that a possibility of a vote comes up on.
- C. **Member Clarinda R. Darr** – Member Clarinda R. Darr thanked the guests and the press for coming to the meeting. Member Clarinda R. Darr stated great musical with lots of talent, and she cannot wait for the big five-oh. Member Clarinda R. Darr thanked the Brookville Volunteer Fire Company for putting up the holiday decorations that will help us with Light Up Brookville.

Member Clarinda R. Darr asked everyone to attend Light Up Brookville, and wished everyone a happy Thanksgiving. Member Clarinda R. Darr asked everyone to contribute to the Willow Run Animal Sanctuary collection in the Borough building lobby. Member Clarinda R. Darr thanked Member Steve Hoak for his service and wished him good luck.

- D. Member Steve Hoak** – Member Steve Hoak stated he forgot to bring up that we received one resume from Kyle Zents for the Local Emergency Management Services Coordinator position. Member Steve Hoak stated he did not get the resume in time to provide it to all of Council, so maybe we could rest that until the December first Council meeting. Member Steve Hoak stated he is thankful there is interest in the position.
- E. Member Karen Allgeier** – Member Karen Allgeier stated Member Steve Hoak was breaking her heart.
- F. President Pro-Tem Bill Kutz** – President Pro-Tem Bill Kutz thanked Member Steve Hoak for his service, and stated he will be missed. President Pro-Tem Bill Kutz stated Member Dave Ferringier went to Haiti on a mission trip, and that is very impressive.
- G. Vice-President Phil Hynes** – Vice-President Phil Hynes stated as one of the more senior members of Council, he can honestly say that he has not served on Council with anyone that has been a better Councilman than Steve Hoak has been. Vice-President Phil Hynes stated Member Steve Hoak has done an excellent job, and he will be missed. Vice-President Phil Hynes thanked the Brookville Eagles Club for their donation of a police car, because as bare bones as our budget is, we would have had to buy a police car in the upcoming budget. Vice-President Phil Hynes stated he has been approached by several people thanking the Borough for the leaf collection efforts.
- H. President John Blazosky** – President John Blazosky stated he has been a member of Council as long as Vice-President Phil Hynes. President John Blazosky stated we always did not agree, but everything you voted on you were dedicated to and I appreciate that. Member Steve Hoak will be missed, and asked the media if they had any questions.

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

- A. Tax Increase** – Reporter Randy Bartley asked if the tax increase is three point three mils, and Manager Dana D. Shick stated it is.
- B. Bad Information** – Reporter Randy Bartley asked President Pro-Tem Bill Kutz about the bad information that he previously mentioned was given to him. President Pro-Tem Bill Kutz stated prior Borough managers told us we had more money in reserves than we really did. Vice-President Phil Hynes stated he would like to clarify that. Vice-President Phil Hynes stated it was not so much that we had more, it was allocated differently, and it was confusing the way it was presented. President Pro-Tem Bill Kutz stated, not to disagree with you Phil, but we were under the impression we had a whole lot more money than what we now have.

**ADJOURNMENT:**

Member Karen Allgeier moved to adjourn; seconded by Member Steve Hoak. Motion carried 7-0 at 7:35 P.M.

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Borough Manager