

**CONSOLIDATION COMMITTEE MEETING
16 W. SCRIBNER AVE.
DUBOIS, PA 15801**

WEDNESDAY, APRIL 27, 2022 @ 12:00 P.M.

MINUTES

MEETING CALL TO ORDER

Dick Whitaker called the meeting to order at 12:00 p.m.

ROLL CALL

Committee Members:

Shawn Arbaugh (By Phone)

Dan Kohlhepp (Absent)

Kris Kruzalak

Joe Mitchell

Chris Nasuti

Kevin A. Salandra

Herm Suplizio

Ed Walsh

Dick Whitaker

Staff Present:

Bobbie Shaffer – City of DuBois Secretary

Christopher Gabriel, Solicitor

Others Present: See attached sign-in Sheet

PLEDGE OF ALLEGIANCE TO THE FLAG

Dick Whitaker led the audience in the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

None

APPROVAL OF THE MINUTES OF THE APRIL 13, 2022, MEETING

The motion was made by Ed Walsh and second by Kevin Salandra, that the Consolidation Committee approve the Minutes of the April 13, 2022, meeting.

A roll call vote was taken.

Shawn Arbaugh – yes

Joe Mitchell – yes

Herm Suplizio – yes

Dan Kohlhepp – Absent

Chris Nasuti – yes

Ed Walsh – yes

Kris Kruzalak - yes

Kevin Salandra - yes

Dick Whitaker - yes

Motion carried.

NEW BUSINESS

1. Sub-Committee Updates

Police (by Kris Kruzelak) –

Still having meetings and working on objectives. Will have more of an update during his presentation.

Public Works (by Chis Nasuti) –

Developing a Capital Budget, will be getting together with the Finance Sub Committee later this week to present what they have so far.

Finance (by Joe Mitchell) –

Awaiting data from the sub-committees to see where we stand so far.

Codes / Zoning (by Zac Lawhead) –

Still moving forward; at their next meeting they plan to work on putting together their Zoning recommendation.

Administration (by Shawn Arbaugh) –

Continuing to meet, they have met with the police and public works sub-committees on their organizational charts. They have received information from the consultants on pensions but it wasn't quite what they were looking for.

Fire (by Herm Suplizio) –

Everything is turned in. He announced that they have received a \$900,000 grant for a fire station, they will discuss the grant at their next sub-committee meeting. Kevin Salandra asked if it is a matching grant; Suplizio stated that it is an RACP which is 50/50 so yes a matching grant.

2. Consultant Update

LaToya Bellamy from Eckert Seamans Updated the Committee

- Working with Sub-Committees and attend Meetings
- Working on a Financial Assessment which is due next month.

Chairman Whitaker asked if we are on schedule. Ms. Bellamy thinks so, currently they are working with the Solicitor on a timeline.

3. Paying of Invoices from Eckert Seamans and Pennsylvania Economy League

The motion was made by Herm Suplizio and seconded by Joe Mitchell to forward the invoices to the DuBois/Sandy Joint Board for approval.

A roll call vote was taken.

Shawn Arbaugh – yes	Dan Kohlhepp – absent	Kris Kruzelak - yes
Joe Mitchell – yes	Chris Nasuti – yes	Kevin Salandra - yes
Herm Suplizio – yes	Ed Walsh – yes	Dick Whitaker – yes

Motion carried.

4. Parks and Recreation Subcommittee Tasks

Herm Suplizio stated that their first meeting would be meeting on Friday, April 29th @ Noon. The Chairman of the Sub-Committee will be Jim Pullman and there are seven individuals on the committee. Shawn Arbaugh stated that the sub-committee has been given six tasks to work on. The motion was made by Shawn Arbaugh and seconded by Joe Mitchell for the Consolidation Committee to approve the tasks given to the Parks and Recreation Sub-Committee.

A roll call vote was taken.

Shawn Arbaugh – yes	Dan Kohlhepp – absent	Kris Kruzelak - yes
Joe Mitchell – yes	Chris Nasuti – yes	Kevin Salandra - yes
Herm Suplizio – yes	Ed Walsh – yes	Dick Whitaker – yes

Motion carried.

5. Fire Subcommittee Assignments – Herm Suplizio

Herm Suplizio stated that the Consolidation Committee has had a few weeks to review the Fire Sub-Committee's recommendations and they would now like to send it to the DuBois/Sandy Joint Board for approval.

A roll call vote was taken.

Shawn Arbaugh – yes	Dan Kohlhepp – absent	Kris Kruzelak - yes
Joe Mitchell – yes	Chris Nasuti – yes	Kevin Salandra - yes
Herm Suplizio – yes	Ed Walsh – yes	Dick Whitaker – yes

Motion carried.

6. Public Works Subcommittee Assignments – Chris Nasuti

Chris Nasuti stated that after the last meeting there were a few questions but none that would change the recommendation. He is asking to forward the Public Works Sub-Committee recommendation to the DuBois/Sandy Joint Board. The motion was made by Joe Mitchell and Ed Walsh to send the recommendation to the DuBois/Sandy Joint Board. Before the vote Administration Chairman, Shawn Arbaugh, requested that this item be held for further review for two additional weeks. The motion was made by Arbaugh and seconded by Salandra that Public Works Sub-Committee Recommendations be held for an additional two weeks until the Administration Sub-Committee can further review.

A roll call vote was taken.

Shawn Arbaugh – yes	Dan Kohlhepp – absent	Kris Kruzalak - yes
Joe Mitchell – yes	Chris Nasuti – yes	Kevin Salandra - yes
Herm Suplizio – yes	Ed Walsh – yes	Dick Whitaker – yes

Motion carried.

7. Police Sub-Committee Presentation – Kris Kruzalak

The PowerPoint has been posted on the Website for everyone to review. Many officers with 20 plus years of experience were instrumental in putting this report together. It mostly has to do with Department Staff, Structure, and Divisions. Currently the City of DuBois has 13 fulltime officers and Sandy Township has 12; he believes this is low for this area. In the plan the organizational chart calls for 35 officers; which would be creating an investigation division that would encompass child abuse cases and narcotics. He feels they will have a problem without more manpower and more manpower means more levels of supervision. They are very happy with the plan but he's not so sure the Finance Sub-Committee will be. He has asked for a two-week review and a discussion about the plan at the next meeting. The motion was made by Kruzalak and seconded by Salandra that the Consolidation Committee hold the PowerPoint for a two-week review and a discussion at the next meeting.

A roll call vote was taken.

Shawn Arbaugh – yes	Dan Kohlhepp – yes	Kris Kruzalak - yes
Joe Mitchell – yes	Chris Nasuti – yes	Kevin Salandra - yes
Herm Suplizio – yes	Ed Walsh – yes	Dick Whitaker – yes

Motion carried.

8. Codes and Zoning – Zac Lawhead

Zac Lawhead stated that at the last meeting, the Codes and Zoning Sub-Committee submitted a draft of the Ordinance Layout to the Consolidation Committee; he is now requesting that it be sent to the DuBois/Sandy Joint Board for approval. The motion was made by Ed Walsh

and seconded by Joe Mitchell that the draft of the Ordinance Layout be sent to the DuBois/Sandy Joint Board for approval.

A roll call vote was taken.

Shawn Arbaugh – yes

Dan Kohlhepp – absent

Kris Kruzelak - yes

Joe Mitchell – yes

Chris Nasuti – yes

Kevin Salandra - yes

Herm Suplizio – yes

Ed Walsh – yes

Dick Whitaker – yes

Motion carried.

Chairman Whitaker review what was moving forward from the sub-committees: Fire Sub-Committee Assignments and Code and Zoning draft of Ordinance Layout.

OPEN MEETING TO THE FLOOR

Mark Sullivan – Sandy Township Supervisor

Requested the six tasks assigned to the Park & Recreation Sub-Committee. Shawn Arbaugh reviewed them for him.

MEMORANDUM

TO: Consolidation Committee
FROM: Herm Suplizio and Shawn Arbaugh
RE: Parks and Recreation Subcommittee - Tasks
DATED: April 22, 2022

The purpose of this memo is to seek approval to assign the Parks and Recreation subcommittee the tasks below with an understanding that additional tasks may be added in the future. The first meeting of the committee is set for Friday, April 29 at noon at the City Building.

1. Review of recreational activities and recommendations from the committee on future structure
2. Review and recommendation on permitted and prohibited activities, use, hours.
3. Review and compare ordinances governing parks and recreation, fee schedules, and policies for reservations and provide recommendations
4. Review and comment on planned maintenance/improvements
5. Review and comment on upcoming projects.
6. Recommendations of future unplanned projects.

Chairman, Dick Whitaker

Appreciates the fine job the sub-committees are doing. He also asked if the 10 Person Joint Board would like the sub-committee chairs to be at their meeting, he will make sure they are there.

Kris Kruzalak, Sandy Township Police Chief

He wanted the Consolidation Committee to know that his sub-committee has detailed job descriptions they can present, but he didn't want to overwhelm the Committee. Solicitor Gabriel told Kruzalak he would review the descriptions with him prior to presentation.

CLOSE MEETING TO THE FLOOR

ADJOURN

Herm Suplizio made a motion to adjourn and Joe Mitchell seconded.

A roll call vote was taken.

Shawn Arbaugh – yes

Dan Kohlhepp – yes

Kris Kruzalak - yes

Joe Mitchell – yes

Chris Nasuti – yes

Kevin Salandra - yes

Herm Suplizio – yes

Ed Walsh – yes

Dick Whitaker – yes

Motion carried.

The meeting adjourned at 12:28 p.m.

Respectfully submitted:

Bobbie Shaffer

Acting Consolidation Committee Recording Secretary

SIGN-IN SHEET

DuBois/Sandy Consolidation Committee

Wednesday, April 27, 2022 @ Noon

PRINT NAME

ADDRESS

Sonya Fellerhoff

12 W Wmng Ave Dubois

Sam Mollica

301 Central Christian Rd

Elaine Haskins

C-E

Patrick Green

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HAROLD WEBSTER

211 E. LOGAN AVE 15801

MARK SULLIVAN

SANDY TWP

Shawn McCleary

DuBois Police

Scott Farrell

DuBois STP/WTP

Zac Lawhead

DuBois Codes/Zoning

Blaine Clark

DuBois Chief Police