

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

WEDNESDAY, JUNE 8, 2022 @ 12:00 P.M.

MINUTES

MEETING CALL TO ORDER

Dan Kohlhepp called the meeting to order at 12:00 p.m.

ROLL CALL

Committee Members:

Shawn Arbaugh

Dan Kohlhepp

Kris Kruzalak

Joe Mitchell

Chris Nasuti

Kevin A. Salandra

Herm Suplizio

Ed Walsh

Dick Whitaker – by phone

Staff Present:

Kristen Dunn, Recording Secretary

Bobbie Shaffer, DuBois City Secretary

LaToya Bellamy, Eckert Seamans

Adam Szumski, PEL Senior Analyst

Others Present: See attached sign-in sheet

PLEDGE OF ALLEGIANCE TO THE FLAG

Dan Kohlhepp led the audience in the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

None

APPROVAL OF THE MINUTES OF THE MAY 25, 2022, MEETING

Motion by Ed Walsh second by Shawn Arbaugh to approve the Minutes of the May 25, 2022, meeting. A roll call vote was taken.

Shawn Arbaugh – yes

Joe Mitchell – yes

Herm Suplizio – yes

Dan Kohlhepp – yes

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 Kruzalak) – We received things back from the 10-member Board. Do we answer questions that we get from the 10-member Board, and do we report those here, or do we report those straight to the 10-member Board? Chris Gabriel stated that since their meeting is the next one, you should go directly to them and we will make sure the updates get to this committee as well. After today we hope we can vote to move our presentation at the last meeting up to the 10-member Board. Some of their questions will be answered in that presentation.

Public Works (by Chis Nasuti) – No updates or new items at this time.

Finance (by Joe Mitchell) – We are awaiting the PEL presentation today which will give us more insight and additional work to perform. We are waiting to compile our report from the subcommittees that we still need data from.

Codes / Zoning (by Dan Kohlhepp) – We are still working on Phase Two – zoning districts. We are currently working on a zoning map – reducing 18 or 19 districts down to 9 as well as simplifying it. The zoning officers from Sandy and DuBois have been very helpful. We also plan to meet with the Mangers of both.

Administration (by Shawn Arbaugh) – The only item we have is the recommendation we are making later at today's meeting.

Fire (by Herm Suplizio) – We met with Congressman Thompson. He is going to try and help us get some grant money for fire stations and items like that. We are also going to start meeting with members of the 10-person Board – reaching out to see if they have questions for our subcommittee. All our tasks are completed and turned in.

Parks and Recreation (Sam Mollica, subcommittee member) – There is a meeting this Friday and we will have more information at the next 9-member meeting.

2. Consultant Update

LaToya Winfield Bellamy, Eckert Seamans – We continue to work on reports that are part of the process. The next one on the schedule is the Strategic Management Planning Report, or the STMP report, and we anticipate having a draft of that later this month. It will be a document that is updated depending on the outcomes of the subcommittees and this committee and the decisions that are made by the municipalities. We continue to respond to questions and concerns that may arise.

3. PEL Presentation

Adam Szumski, Senior Analyst with Pennsylvania Economy League presented the Power Point Presentation provided to the committee with the Agenda and which a hard copy has been made part of the record.

Discussion followed the presentation.

Joe Mitchell stated that we need to determine what this report means to this board and what we do with it going forward. If we would like to pass this up as a simple snapshot so the 10-person Board sees where the two municipalities are right now, or do we disseminate it through our subcommittees and start to put our own spin on the report.

Kevin Salandra made a motion to pass up the financial report to the 10-member Board and that the 9-member Committee, through an email chain, include comments on the report for the 10-person Board meeting. Chris Nasuti second.

Chris Gabriel confirmed this would be passed to the 10-member Board with the 9-member Committee email comments attached. 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.

Herm Suplizio stated that everyone needs to be sure the comments get to Bobbie Shaffer so she can get them to the 10-member Board.

Chris Gabriel also said to be sure all the emails get to Bobbie Shaffer and cc: (Chris Gabriel) and we will make sure those get in the minutes at the next board meeting.

Herm Suplizio said there will be a combined Budget coming in July. Latoya Bellamy confirmed.

4. Administration Subcommittee Recommendation

Shawn Arbaugh – We sent up recommendations from the Admin subcommittee with the organizational chart, brief job descriptions and additionally an employee manual. We are seeking approval to move that up and answer any questions anyone may have.

Kris Kruzalak – The police side of the organizational chart is quite different than what the police subcommittee proposed. We are not in agreement with the right side of the organizational chart. This committee voted to send up our organizational chart and this one is different.

Ed Walsh asked if the Employee Manual can be tweaked at some point? That is a question I received from other City Council as well.

Shawn Arbaugh stated that it is reviewed annually and yes, we can make tweaks to it.

Chris Nasuti made a motion to pass up the Administration Subcommittee Recommendation to the 10-person Board. Kevin Salandra second.

A roll call vote was taken.

Shawn Arbaugh – yes
Joe Mitchell – no
Herm Suplizio – no

Dan Kohlhepp – yes
Chris Nasuti – yes
Ed Walsh – yes

Kris Kruzalak - yes
Kevin Salandra - yes
Dick Whitaker – yes

Motion carried.

OPEN MEETING TO THE FLOOR

Sergeant Shawn McCleary, DuBois City Police - I am having a tough time understanding why we have a police subcommittee who was given an assignment and another committee has taken over that assignment and offered that to the 10-person Board. It could come back here but it could also go to the 10-person Board and be voted on. The police subcommittee was tasked with doing this as police professionals who know about it, why aren't they sending it up and why is another committee sending up organizational charts for another subcommittee. I feel people need to stay in their lane – I think this is why you have subcommittee.

DuBois City Police Chief Blaine Clark – I thought the duty of this 9-person Committee was to make sure that questions get vetted here and a good product was sent to the 10-person Board to make decisions. I'm seeing things being pushed to the 10-member and things getting pushed back down.

Dana Smith – I attended the 10-person committee as an observer. One of the things that Chief Kruzalak was tasked with was revising his police report and one of the things on that revision was to look at that organizational chart. It seems to me that if you start jumping ahead to this before what was already asked by the 10-person Board – you have to get one thing done before you move to the next thing.

My question is that I've heard while we are going to combine the City and the Township, we don't expect any increase in industry or business that would produce more revenue. One of the things I was sold on about consolidation was the fact that we were going to bring in more businesses. I need clarification if I heard that right? If I did hear it right, one of the tasks of the 9 or the 10 should be some sort of transition effort to recruit or bring businesses in instead of waiting until it's done. Obviously, revenue is going to be a huge thing.

Adam Szumski, PEL - You're not consolidating until the end of the projection period so we are just assuming business as usual in both municipalities.

Dana Smith – Did you carry that out into the extended projections?

Adam Szumski, – we don't assume any job growth because we don't know in that respect. We can make a relatively confident guess that wages will grow modestly with inflation. Earned income tax is based on how much you make and we grow that out. Local services taxes are based on the number of jobs located within the municipality and we cannot make an assumption on that.

Kevin Salandra – I agree with Sergeant McCleary on committees, but the committees are very intertwined – for example the finance committee with the budget would have control over everything and that is not fair for the finance committee to make those decisions. What the

committee of 9 has done is send everything up hoping the 10-member Board will reconcile the differences in the committees. I also agree with Chief Clark that this committee should be vetting a lot of things. I have expressed that concern and we are not vetting things here.

Kris Kruzalak – at the last meeting the police subcommittee submitted all of their tasks and it was to be up for discussion and then sent up to the 10-member at this meeting.

Chris Gabriel – it was not on the agenda for today so it will be discussed.

CLOSE MEETING TO THE FLOOR

ADJOURN

Herm Suplizio made the motion to Adjourn. Shawn Arbaugh second.

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.

Dan Kohlhepp adjourned the meeting at 1:46 p.m.

Respectfully submitted:

Kristen Dunn

Consolidation Committee Recording Secretary