

CITY OF DUBOIS/SANDY TOWNSHIP JOINT BOARD MEETING MINUTES

Monday, March 21, 2022 @ 6 p.m.

City Council Chambers, City Building, 16 West Scribner Avenue, DuBois, Pennsylvania on Wednesday, March 21, 2022 @ 6 p.m. the DuBois/Sandy Joint Board convened. Board Members present were: Barry Abbott (by phone), Jim Aughenbaugh, Bill Beers, Diane Bernardo, Shane Dietz, Shannon Gabriel, Sam Mollica, Kevin Salandra, Mark Sullivan, Edward Walsh. Also present were: City Manager, John "Herm" Suplizio; Township Manager, Shawn Arbaugh; Public Works Superintendent, Scott Farrell; DuBois Police Chief, Blaine Clark; DuBois/Sandy Joint Board Solicitor, Chris Gabriel (by phone); 9 Person Consolidation Committee Chairman, Dick Whitaker; and City Secretary, Bobbie Shaffer.

The meeting was called to order at 6 p.m. and the Pledge of Allegiance was led by Edward Walsh.

Co- Chairman Walsh thanked City of DuBois Police Chief Clark, Assistant Police Chief Roy, Sandy Township Police Chief Kruzalak, Penn State Police Officer Licotavich, and the Pennsylvania State Police Officer Seth Gould for help the apprehension of the shooter in Thursday's incident. Job well done.

Public Comments on Agenda Items Only

None

Approval of the Minutes of the March 7, 2022 Meeting

The motion was made by Beers and seconded by Salandra that the DuBois/Sandy Joint Board approve the minutes from the March 7, 2022 meeting as presented by the City Secretary. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Bernardo, yea; Dietz, yea; Gabriel, yea; Mollica, yea; Sullivan, yea; Salandra, yea; Walsh, yea. Motion passed 10-0.

New Business

Update from Chairman of Consolidation Committee – Dick Whitaker

Mr. Whitaker stated he would like to commend our local boys on their wrestling matches and that is why he lost his voice.

He went on to say that the sub-committees are doing a great job. He plans to go over the assignments of each sub-committee at the Wednesday 9 Person Consolidation Committee. He would like an update on where each sub-committee is on their individual bullet points.

He appreciates how well City Manager Suplizio and Township Manager Arbaugh work with each other and also with him.

He stated he has few questions:

1. He is wondering if the 10 Person Joint Board believe a Parks and Recreation sub-committee should be formed. If so, it would be his recommendation that the City and Township Manager's appoint individuals to that committee so we can get it up and running.
2. He is wondering if everything should be turned over to finance prior to the 9 Person Board approving to make sure it is feasible before passing it on. He would like to know how the 10 Person Joint Board would like to proceed. Everything sent to the Finance Committee to make sure it's feasible, then on to 9 Person Board to recommend, then sent to 10 Person Joint Board for approval. Or, should everything go up to the 10 Person Joint Board and then sent back down to Finance to make adjustments. Or, everything up to 10 Person Joint Board then sent back to the 9 Person Consolidation Committee to make adjustments.

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Salandra stated that it is hard for the Finance Sub-Committee to come up with numbers without the expenses from the other Sub-Committees. He realizes that everyone is doing their best to get their assignments done by deadline, but it is impossible for Finance to get their work done without the expenses.

Whitaker wonders if we are spinning our wheels, not giving the sub-committees direction on budgets. They may come up with larger budgets than we can maintain.

Sullivan believes we may be wasting precious time not giving guidance on budgets now.

Whitaker stated that he's not so sure the timeline is such a big deal. He's not sure how we can estimate a budget four years from now with inflation as high as it is.

Aughenbaugh felt that the information should go to the Finance Sub-Committee then on the 9 Person Consolidation Committee to refer to the 10 Person Joint Board.

Salandra stated that he understands what Sullivan is saying and the Finance Sub-Committee will ultimately have to say this is what we need to meet the expenses proposed.

Whitaker believes we don't need a full budget by June 1st, we just need a skeleton budget of existing and proposed expenses.

Gabriel wanted to know how the sub-committees are presenting their information.

Suplizio stated they aren't presenting anything currently.

Gabriel stated they should present their best case, shoot for the stars, and worse case scenarios.

Whitaker stated he is going to tell them this Wednesday that they need to firm things up, but he's not sure how they can project a budget for four years out. He wants to make sure that the people making the decisions are doing it the way the 10 Person Joint Board would like them to. He is very happy with the level of communication between sub-committees.

Beers asked if the amount in the current combined budget was presented to the sub-committees. He believes the sub-committees need to work within the current amount.

Salandra stated that all sub-committees have been presented with the current budget.

Suplizio requested that all sub-committees start getting things in; he wonders if we should request a May 1st deadline instead of a June 1st.

Whitaker stated that he likes how the Fire Sub-Committee has all members sign off on the assignment, showing their support for the decision.

Gabriel feels that there should be a record of each sub-committee meeting with all members signing off on what was discussed.

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9 Person Consolidation Committee Recommendations: Elected Official Preliminary Transition Plan

MEMORANDUM

TO: Consolidation Committee
FROM: Admin Sub-Committee
RE: Elected Officials Preliminary Transition Plan
DATED: March 8, 2022

The purpose of this memo is to seek approval of our recommendation for an Elected Officials Preliminary Transition Plan to forward on to the Joint Board. Our recommendation is to approve the plan in which all seven members of the new Council are elected in the November 2025 general election with 3 Council member elected for 2-year terms, 3 Council members elected for 4-year terms, and a Mayor elected for a 4-year term. Additionally, the Treasurer would be elected for a 4-year term and Comptroller for a 2-year term. We believe this gives the voters of the new City the fairest opportunity to choose their representation, and provides for a clean split away from old Township and City, into a New City of DuBois.

Arbaugh stated that this item had been approved by the 9 Person Consolidation Committee and they were now making the recommendation to the 10 Person Joint Board for approval. The motion was made by Salandra and seconded by Sullivan that the Joint Board accept the recommendation of the 9 Person Consolidation Committee and accept the Elected Officials Preliminary Transition Plan as presented. Bernardo had a question on the vote, she wanted to know when these officials would officially be sworn in. Arbaugh stated January 5, 2026; the first Monday after the New Year. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Bernardo, yea; Dietz, yea; Gabriel, yea; Mollica, yea; Sullivan, yea; Salandra, yea; Walsh, yea. Motion passed 10-0.

Fire Department Structure



CITY OF DUBOIS, PENNSYLVANIA

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TELEPHONE: (814) 371-2000

Memorandum

TO: Nine Person Consolidation Committee
FROM: Fire Sub-Committee
DATE: March 2, 2022
SUBJECT: Department Structure (Department or Individual Companies)

Operation of the Fire Department

Department Structure.

The Fire Committee made up of the following Individuals:

Bill Beers	Tony Roy
Rob Burgeson	Dana Smith
Mike Federkl	Herm Supitzlo
Joe Mitchell	

After meeting with all nine (9) Volunteer Fire Company's and meeting with several individual fire personnel, it is the recommendation of the Fire Sub-Committee that the new City of DuBois Volunteer Fire Department operates on a Department Model Fire Department and not as individual fire companies.

Although there may be several fire companies in the new City, the operation will run as a Department with X number of companies making up this number.

In future recommendations, the sub-committee will provide specific recommendations as to the number and location of these fire houses. These future recommendations will also deal with the necessary discontinuation of service contracts with existing township fire houses as well as future deployment of personnel and equipment.

Signed by the Chairman of the Fire Committee

Herm Supitzlo

MARCH 2, 2022
Date

Rob Burgeson

Rob Burgeson

Mike Federkl

Joe Mitchell

Tony Roy

Dana Smith

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Fire Department Structure (Cont'd.)

Suplizio stated that this item had been approved by the 9 Person Consolidation Committee and they were now making the recommendation to the 10 Person Joint Board that the Fire Department should run as one department with multiple stations. Apparently there was some confusion when the idea was first presented that there would be just one fire department. Sandy Township's Fire Department is made up of four different departments. Suplizio stressed that volunteers are the biggest asset the Department has. The motion was made by Gabriel and seconded by Sullivan that the Joint Board accept the recommendation of the 9 Person Consolidation Committee and that the Fire Department be structured as a Department with multiple stations. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Bernardo, yea; Dietz, yea; Gabriel, yea; Mollica, yea; Sullivan, yea; Salandra, yea; Walsh, yea. Motion passed 10-0.

Paying of Invoices

	Company	Description	Invoice Amount	5% DuBois	5% Sandy	Total Submit
A	Nupp Printing	Ord Books	\$446.50	\$22.33	\$22.32	\$401.85
B	Eckert Seamans	Services Thru 01/31/22	\$11,667.50	\$583.37	\$583.38	\$10,500.75
C	Eckert Seamans	Services Thru 02/28/22	\$19,757.72	\$987.89	\$987.88	\$17,781.95
		Totals	\$31,871.72	\$1,593.59	\$1,593.58	\$28,684.55

There was a question as to whether or not the grant would cover the bill from Nupp Printing; it was decided that we would give it a try. The motion was made by Beers and seconded by Aughenbaugh that the Joint Board take the recommendation of the 9 Person Consolidation Committee and forward the bills to DCED for their payment of \$28,684.55 and each municipality pay their 5% match respectively. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Bernardo, yea; Dietz, yea; Gabriel, yea; Mollica, yea; Sullivan, yea; Salandra, yea; Walsh, yea. Motion passed 10-0.

Park & Recreation Sub-Committee

Sullivan stated that the 9 Person Consolidation Committee appointed the members on sub-committees not the Managers. He asked if we need to advertise for interested individuals. Township Manager Arbaugh stated that he already has names from the initial interest shown. The motion was made by Gabriel and seconded by Dietz that the City and Township Managers recommend names to the 9 Person Consolidation Committee for consideration to the Park & Recreation Sub-Committee. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Bernardo, yea; Dietz, yea; Gabriel, yea; Mollica, yea; Sullivan, yea; Salandra, yea; Walsh, yea. Motion passed 10-0.

Because of time restriction, it was decided that this item should be added on the 9 Person Consolidation Committee Agenda for Wednesday, March 23, 2022.

Joint Board Member Comments

Sam Mollica – Likes what he's seeing. Good discussion and everyone working together.

Shannon Gabriel – She stated it was nice to see the City/Sandy officers working together. It was very impressive to see them at work.

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Shawn Arbaugh – Thank you to everyone working together for the good of Community.

Barry Abbott (Phone) – He felt the meeting had excellent give and take. He would like to see the chairs of the sub-committees speak to the 10 Person Joint Board next meeting.

Chris Gabriel – Joint Board Solicitor

Felt the meeting went well and the Joint Board is doing a good job; we're on track.

Adjourn

There being no further business to transact; the motion was made by Salandra and seconded by Aughenbaugh that the Joint Board adjourn. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Bernardo, yea; Dietz, yea; Gabriel, yea; Mollica, yea; Sullivan, yea; Salandra, yea; Walsh, yea. Motion passed 10-0.

ATTEST:



APPROVED:

