

City of DuBois/Sandy Township Joint Board Meeting Minutes June 6, 2022

City Council Chambers, City Building, 16 West Scribner Avenue, DuBois, Pennsylvania on Monday, June 6, 2022 @ 6 p.m. the DuBois/Sandy Joint Board convened. Board Members present were: Barry Abbott, Jim Aughenbaugh (by Telephone), Bill Beers, Diane Bernardo, Shane Dietz, Shannon Gabriel, Sam Mollica, Kevin Salandra, Mark Sullivan, and Edward Walsh. Also present: City Manager, John "Herm" Suplizio; Township Manager, Shawn Arbaugh; Sandy Township Police Chief, Kris Kruzelak; DuBois Police Chief, Blaine Clark; City Engineer/Public Works Director, Chris Nasuti; DuBois Redevelopment Authority Director/Assistant Public Works Superintendent, Joe Mitchell; City of DuBois Code Enforcement/Zoning Officer, Zac Lawhead; City of DuBois Public Works Superintendent, Scott Farrell; City of DuBois Police Officer, Sgt. Shawn McCleary; DuBois/Sandy Joint Board Solicitor, Chris Gabriel; and City Secretary, Bobbie Shaffer.

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

Public Comments on Agenda Items Only No Public Comments

Approval of the Minutes from the May 16, 2022 Meeting

The motion was made by Sullivan and seconded by Gabriel that the DuBois/Sandy Joint Board approve the minutes of May 16, 2022, 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; Walsh, yea; Salandra, yea. Motion passed 10 – 0.

Tabled/Unfinished Business

RFP for Ambulance Services

Attorney Gabriel stated that we now have two versions to choose from: The initial one made up by Joe Mitchell and the second made up by Shawn Arbaugh which is more in-depth. Both are legally sound; the Board just needs to decide which one they would like to go with. Attorney Gabriel suggested that the Board table this to review until the next meeting.

Aughenbaugh had a question on the next to last paragraph on page 3 of the RFP submission: He asked if the City of DuBois should be included. Walsh and Beers both confirmed that it should be.

The motion was made by Beers and seconded by Gabriel that the Joint Board choose the Arbaugh RFP with the stipulation that the City of DuBois be added to the next to last paragraph on page 3. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea;

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Tabled/Unfinished Business (Cont'd.)

RFP for Ambulance Services (Cont'd.)

Bernardo, yea; Dietz, yea; Gabriel, yea; Mollica, yea; Sullivan, yea; Walsh, yea; Salandra, yea.
Motion passed 10 – 0.

New Business

Police Sub-Committee Presentation

Chairman Kris Kruzalak started by presenting what he called the short falls:

1. Manpower/Staffing
The City's is overtime and Sandy's is staffing.
2. Supervision of Officers
Currently combined there are 25 officers not including the hospital force or the new officers hired by the city. He believes the ideal number would be 35 to cover all divisions and account for someone being off or on vacation.

The goal is to make the department proactive not reactive. He then discussed how many officers per 1,000 residents, the nationwide rate is 2.4 Officers per 1,000 residents; DuBois is at 1.74 Officers per 1,000 residents while Sandy is 1.02 Officers per 1,000 residents. Following the formula, he believes the new municipality should have 35 officers. He talked about the organizational chart and hit on things that the new municipality will have problems with. He believes that patrol units are our number one priority; we don't want a 7 -8-minute response time. Currently the City of DuBois assists Sandy with situations when their officers are out in the outlying areas.

Sgt. Shawn McCleary – Discussed the Drug Teams, he stated that currently we have to go outside for help; many of them are looking for bigger fish and will let the drugs come into to smaller communities to build a bigger case. They are not really interested in the wellbeing of the small community; just building a case. If we have our own force who works and lives here, they are vested in the community and will work to keep the drugs out.

Kruzalak talked about the combined Part 1 crimes which are classified as assault, rapes, Larceny/Theft and burglary's to name a few.

Walsh asked if any of the members had questions for Chairman Kruzalak.

Members Gabriel and Abbott had questions. Gabriel thanked everyone on the subcommittee for the report. She went on to say she had several questions. First she would like to see the report updated with the new hires and the drug task force built into the presentation. She went on to say that the left side of the organizational chart is wonderful but the right side not so good. She would like to see the officers at the hospital built into the presentation. She found that there were way too many supervisors for the number of officers. She also noticed that they have two K-9 officers, did anyone take into

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New Business

Police Sub-Committee Presentation

consideration the time it takes to find a dog, train a dog and the handler? Is this something that should be started before consolidation? Gabriel is favorable of accreditation and wondered what the cost is and if they are actively seeking accreditation. She is a big proponent of mental health and wondered if the officers will be educated and be able to direct individuals to organizations that can help. She would like to see the education the officers are receiving. Kruzalak stated that Sandy Township has a CIT instructor which helps with mental health incidents. On Page 26 entitled Creates Layers of Supervision, she is concerned with multiple layers between the officers and the Chief. She finds education not multiple layers of supervision to be better. More people do not make it easier it just makes more layers to hide corruption.

Sgt. McCleary stated he feels more supervision helps with communication between shifts. Currently with 12 officers they don't have great communication, when the shift ends everyone leaves and there is no one to relay information to the next shift.

Gabriel asked how many officers are at the hospital. Chief Clarks stated three fulltime and one part time.

Gabriel stated on page 42 entitled Investigation Division grant funding is mentioned. We need more information on the grant funding available. How much? From where? What are you going to do with it? Kruzalak mentioned the Fume Hood the City of DuBois Police Department recently purchased. Chief Clark explained that the funds came from ceased drug money released by the District Attorney.

She stated that they mentioned dispatch and school resource officers; both of which we do not currently have. Don't mislead anyone, watch your verbiage.

Abbott asked if the 3 ½ officers at the hospital are accredited. Clark stated that they are and if there is shooting on the street they will leave the hospital to help but will return as soon as the incident is under control. He went on to say that we would like to have a total of six at the hospital to fall in line with the contract.

Abbott told Kruzalak he likes the three zones, wanted to know who supersedes in Treasure Lake the City Police or the Security Officers. Kruzalak stated that Security is it's on entity and Sandy only takes care of crime. Sandy Township police can only handle major driving offenses like DUI. PennDOT does not want a report from Treasure Lake. Abbott stated that as it is a community within the new City it must abide by the City's laws. Kruzalak stated that ultimately he would like to station three patrol officers in a small office at the new Fire Station with two of the officers helping to patrol Treasure Lake.

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Mollica had a question: He would like to see what the difference between hiring the new officers we need and the overtime we paying. See if would be feasible to hire officers instead of constant overtime.

It was decided that if anyone had questions for Kruzalak they need to get them to Arbaugh and Suplizio and they will pass them on.

Salandra wanted to know how much it would affect the budget if you hired new officers with healthcare and pensions. That needs to be factored in too.

Sullivan stated that if we want to save maybe we need to use the 5 to 1 or 6 to 1 ratio that most emergency services use. Get rid of some of the higher ranks and have more patrol officers and save money.

McCleary stated that rank is not necessarily tied with your pay, it just gives you authority over other officers when you are handling an incident.

Gabriel stated we have seen your ideal police department, now let see it with the bare minimum so we can compare where the deficiencies lie.

Gabriel suggested they give everyone a week to get their questions to Arbaugh and Suplizio.

Bernardo asked why a week, why not longer.

Gabriel stated we need to give some type of deadline so people aren't constantly asking questions and they have to keep revising their presentation.

Attorney Gabriel feels we have about two meetings before the time line gets really tight.

The motion was made by Gabriel and seconded by Salandra that the Joint Board send the presentation back to the subcommittee to update and address any questions presented; the Joint Board has one week to get their questions to Arbaugh and Suplizio. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Bernardo, yea; Dietz, yea; Gabriel, yea; Mollica, yea; Sullivan, yea; Walsh, yea; Salandra, yea. Motion passed 10 – 0.

Public Works Sub-Committee Equipment & Capital Budget

Nasuti stated that the report is split just like the organizational chart and each piece of equipment has a replacement schedule. The Capital Budget reflects the next 10 years. The third list in the packet is the redundant equipment list; we will have to determine how to use the equipment or if we should get rid of it. He stated that the City of DuBois and Sandy Township will work together so we don't purchase duplicate equipment.

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Public Works Sub-Committee Equipment & Capital Budget (Cont'd.)

The motion was made by Salandra and seconded by Beers that the Joint Board hold this item until we receive all recommendations and can forward them all to finance at the same time. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Bernardo, yea; Dietz, yea; Gabriel, yea; Mollica, yea; Sullivan, yea; Walsh, yea; Salandra, yea. Motion passed 10 – 0.

Joint Board Member Comments:

Gabriel – Thanked Chief Kruzelak and wanted him to know that she is a big supporter of the police department she just wants to make sure that we have the best plan in place and the correct people in the right places.

Bernardo – Thanked Shannon for her due diligence.

Sullivan – Thank you Chief Kruzelak

Abbott – Has the Finance Committee received anything on the Baseline Budget Analysis? Salandra stated that they will be reviewing it on Wednesday. Mitchell stated that it is a 16-page slide show. Salandra believes it will be presented on Wednesday and then to the Joint Board at their next meeting. Mitchell stated it won't be anything like you have seen before. Both entities did things differently so there will be a lot of line items that look different; Public Works is broke out a lot more. It is the best look so far, but still very hard to wrap your head around.

Gabriel – Wanted to know if this is what the overall combined budget will look like going forward. Mitchell stated that combines both entities as we stand now.

Salandra – Stated it is a fairly generic report.

Attorney Gabriel - Wonders about the timing, he feels that finance will need time to look it over to decide what to give to the 9 Person Consolidation Committee.

Suplizio – Stated that it does need work because some of the figures aren't correct. It shows a grant that the fire department received a few years ago.

Walsh – Hoped it would be reflected in the report that the grant was from a few years ago.

Mitchell – Stated that the Finance Sub-Committee is trying to pick out anomalies'.

Kruzelak – Stated if anyone from the 10 Person Joint Board would like to sit in on their Sub-Committee meeting please feel free to.

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Joint Board Member Comments:

Suplizio – The Fire Sub-Committee talked to Representative Thompson, it went well. We went over possible grants; one may be available next year. Dana Smith stated it was a great meeting. Currently there is a AFG Grant out in both municipalities for air packs.

Salandra – Thank you to Public Works and Police for good reports.

Walsh – Thank you for reports.

Aughenbaugh – Commended the committees on all their work. Unfortunately, none of us have a crystal ball to see what 2026 will bring. Great job everyone.

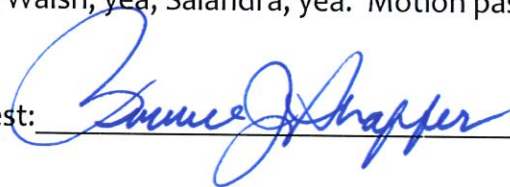
Open Meeting to the Floor

Close Meeting to the Floor

Adjourn

There being no further business to transact; the motion was made by Beers and seconded by Salandra 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; Walsh, yea; Salandra, yea. Motion passed 10 – 0.

Attest:



Approved:

