

**CITY OF DUBOIS/SANDY TOWNSHIP JOINT BOARD MEETING MINUTES**  
**Wednesday, August 21, 2024 @ 6 p.m.**

City Council Chambers, City Building, 16 West Scribner Avenue, DuBois, Pennsylvania on Wednesday, August 21, 2024, at 6 p.m.; DuBois City Council and Sandy Township Supervisors convened at their Joint Board Meeting. Board Members present were: Barry Abbott, Jim Aughenbaugh, Bill Beers, Shane Dietz, Elliot Gelfand, Jennifer Jackson, Sam Mollica, Richard Whitaker, Pat Reasinger and Mark Sullivan. Also present were: DuBois/Sandy Township City Manager, Shawn Arbaugh; Public Works Superintendent, Scott Farrell; DuBois Codes Officer, Zac Lawhead; DuBois Interim Police Chief, Shawn McCleary; and City Secretary, Korbi Slocum.

**Pledge of Allegiance**

The meeting was called to order at 6 p.m. and the Pledge of Allegiance was led by Co-Chairman Pat Reasinger.

**Roll Call**

All board members were present.

Reasinger recognized County Commissioner John Sobel who was in attendance. Sobel stated he is following the Consolidation process and noted that he will be meeting with Arbaugh soon regarding election applications.

**Public Comments on Agenda Items Only**

There were no comments.

**Correspondence**

None to present.

**Old Business**

Managers' Progress Report

- Architect Update
- Special Counsel Update
- Tax Structure, Budget, and Utility User Fee Proposal
- Fire Study Update

We did have our 75% design meeting and will have our 90% design meeting next week. Our plan is to go out to bid on the project on September 9, 2024. It is moving along quickly, and we've had input from our police and IT folks. We think it's a good plan. Hopefully, it comes in within our budget range. We're excited to see that project move forward. There will be some growing pains as we go through the actual addition process. Most likely, we'll have to close this room down for office space, so we may be moving our meetings to another location temporarily while we're utilizing this space for offices.

With respect to Special Counsel, we did sign the agreements to move the actuarial studies forward. We are expecting a turnaround in 30-45 days. They are looking at bringing the police pensions together and as well as the non-uniformed pensions. We should have that information to start the negotiation process.

We received one proposal in response to our RFP for the Tax Structure, Budget and Utility User Fee. We'll look to award that proposal later in the meeting.

## **CITY OF DUBOIS/SANDY TOWNSHIP JOINT BOARD MEETING MINUTES (continued)**

The fire study kicked off about a month ago. Levi Hipps from the Grove City area and Dan Wauthier from Allegheny County who are very experienced firefighters were here today running the fire study. We visited four of the fire stations and talked to some key members of the Fire Department, City Council and Joint Board members. Both men will be back September 25, 2024, to tour the remaining five stations and coordinate any follow-up meetings.

### **Approval of the Minutes from July 17, 2024**

The motion was made by Sullivan and seconded by Aughenbaugh to accept the minutes from July 17, 2024, as presented. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Dietz, yea; Gelfand, yea; Jackson, yea; Mollica, yea; Whitaker, yea; Sullivan, yea; Reasinger, yea. Motion passed 10-0.

### **New Business**

- DuBois Junior League Baseball Team – Proclamation
- Fire Subcommittee Request
- Award Tax Structure, Budget, and Utility User Fee Proposal
- Approval of Invoices
  - McNeese, Wallace & Nurick, LLC - \$1,368.00
  - KTH Architects - \$24,480.00

Abbott invited the DuBois Junior League Boys All-Star Team, their parent group and DuBois Little League President Scott Frano into the meeting. The team members introduced themselves then Abbott read the Proclamation honoring the team's achievement in winning the Eastern Regional Championship and representing DuBois at the Little League World Series in Taylor, MI.

[A copy of the signed proclamation follows at the end of the minutes.]

A letter to the Joint Board was read by a member of the Fire Subcommittee. The subcommittee met with Clearfield County 9-1-1 Coordinator Dave McClure on August 14, 2024, regarding the future communication structure of the new City Fire Department. During the discussion, all nine fire stations of Sandy Township and City of DuBois unanimously agreed on multiple topics such as operating on the current DuBois City Fire Dispatch Channel, having dedicated fireground channels, and having regional fireground channels. McClure advised subcommittee to submit a formal letter to the Clearfield County 9-1-1 center and to the Clearfield County Commissioners requesting these changes. The Fire Subcommittee respectfully requests the support from the 10-person Joint Board in moving forward with the communication requests. We ask the 10-person Joint Board to approve the recommended request outlined and forward these requests to the Clearfield County 9-1-1 Center and Clearfield County Commissioners for consideration with the expectation of implementation. What we're asking for is to have all Sandy and City units dispatched on the current DuBois City Fire Dispatch Channel. Additionally, dispatch a future DuBois Bureau of Fire Units in the same manner. Also, to make the fireground four which is the Sandy Tower currently a regional fireground channel which would be assigned to the new City of DuBois and adding the DuBois City's current additional second fireground which right now is not being utilized by county but to be added in to be able to be utilized as one of our additional firegrounds. In anticipation of a new tower being placed on the Unilect property just off of 255, we further request the additional fireground channel be added and assigned to the new City of DuBois upon completion of the tower. When speaking with McClure he said when the new tower goes up they'd be able to add an additional fireground. So, what we're asking for is the support of the 10-person Joint Board, everybody on the board to send a letter requesting these changes as soon as

## CITY OF DUBOIS/SANDY TOWNSHIP JOINT BOARD MEETING MINUTES (continued)

possible. The motion was made by Beers and seconded by Sullivan to send a letter of support to both the Clearfield County 9-1-1 Center and the three Clearfield County Commissioners. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Dietz, yea; Gelfand, yea; Jackson, yea; Mollica, yea; Whitaker, yea; Sullivan, yea; Reasinger, yea. Motion passed 10-0.

We advertised an RFP for services for consolidated budget, tax structure and tax rate and water and sewer fees. We sent it out to eight individual firms and advertised it on our websites and in the newspaper. We received one proposal in the amount of \$78,000.00, that is a not to exceed amount. They would complete the three tasks outlined in that by January 2025 in their implementation schedule. My recommendation is that we award that proposal to Pennsylvania Economy League not to exceed \$78,000.00. We did place a STMP grant already for this project, our Phase III STMP Grant, so the municipalities combined would contribute 10% of the total cost of that study. Beers asked if they would be doing a deep dive. Arbaugh stated, "We're going to provide them with our actual budgets now based on where we're at and the City made some changes with Chris Nasuti at the beginning of this year to help identify clearly what those line items were in the budget, to break out the water, sewer and general fund. I think it will be a lot easier this go-around to evaluate that. To answer your question, yes, they'll look at our budgets as they are now and historically what we spent out of those." The motion was made by Jackson and seconded by Beers to award the study to the Pennsylvania Economy League in the amount not to exceed \$78,000.00 contingent upon receiving the STMP Grant funding. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Dietz, yea; Gelfand, yea; Jackson, yea; Mollica, yea; Whitaker, yea; Sullivan, yea; Reasinger, yea. Motion passed 10-0.

The motion was made by Sullivan and seconded by Jackson to pay the invoice for McNees, Wallace & Nurick, LLC in the amount of \$1368.00 and the invoice for KTH Architects in the amount of \$21,622.75. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Dietz, yea; Gelfand, yea; Jackson, yea; Mollica, yea; Whitaker, yea; Sullivan, yea; Reasinger, yea. Motion passed 10-0.

### Joint Board Member Comments

#### Barry Abbott

"I want to thank the Board members for allowing me to introduce the All-Start team to you. It's great they bring that notoriety to our City, especially to our new consolidated City."

#### Shawn Arbaugh

"I just want to thank John Sobel, County Commissioner for your participation; it's always great to see you, John. And I want to thank the fire departments and the fire study individuals from DCED. I thought it was a great day today. It was great to see and hear from the firefighters and from the study individuals what they're seeing already, and I really appreciate everybody's work and openness to the project."

### Open Meeting to the Floor

#### Dave Lombardo – Treasure Lake

Lombardo had questions about how the tax structure, budget and utility fee proposal was going to work. Arbaugh responded, "I see it working together as one process where the municipality – myself and Scott Farrell – will feed the information to the consultants and to that group of individuals and they'll submit drafts to us. We ask questions to that committee who work directly with the consultants." Lombardo asked about open transparency. Arbaugh replied, "I imagine we would have committee reports once we kick off this study and get the committee up and rolling."

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Lombardo had similar questions about the fire study process. Arbaugh responded, "They work directly for DCED, the state agency. We provided a ton of information to the two individuals doing the fire study about a month ago so they can start looking through that information kind of gathering thoughts and data and actually came up today and individually went to four fire stations. Several members of each fire station did get to interact directly with the consultants. They asked very direct questions, got to tour the stations, look at apparatus, and tonight they're going to meet with some individual members of the board. They will be coming back to look at the remaining fire stations and do the same thing. They discovered some unanswered questions today, so they're going to be sending me a whole host of information they will need as they look through these facilities."

**Close Meeting to the Floor**

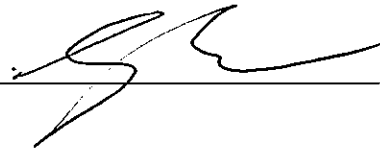
**Adjourn**

There being no further business to transact, the motion was made by Aughenbaugh and seconded by Beers that the DuBois/Sandy Township Joint Board adjourn. Roll call was as follows: Abbott, yea; Aughenbaugh, yea; Beers, yea; Dietz, yea; Gelfand, yea; Jackson, yea; Mollica, yea; Whitaker, yea; Sullivan, yea; Reasinger, yea. Motion passed 10-0.

ATTEST:

Korbi Slocum

APPROVED:





# PROCLAMATION

DuBois Junior League All Stars

August 21, 2024

WHEREAS, the DuBois Junior Little League Boys All Star Team, DuBois PA; and

WHEREAS, the DuBois Little League is affiliated with Little League International; and

WHEREAS, the DuBois Junior Little League Boys All Star Team members are led by Manager Ardel McCall, along with coaches Eric Burton and Joshua Johnson; and

WHEREAS, the DuBois Junior Little League Boys All Star Team won the Eastern Regional Championship hosted by Pennsylvania District 10 and represented the Eastern Region in Taylor, Michigan. Players Ace Johnson, Lance Davidson, Porter Price, Luke Reed, Kellan Hoover, Brady Kriose, Nathan Witherite, London Duncan, Jackson McCall, Alden Keller, James Hughes and Evan Burton made up the winning team, who for the first time in 22 years and only the third time ever, represented DuBois, PA in a Little League World Series.

NOW THEREFORE, BE IT RESOLVED, that the Joint Board of the City of DuBois and Sandy Township hereby recognizes the players, coaches, family and friends of this accomplishment.

IN WITNESS THEREOF, we have set our hands and caused the Official Seal of the City of DuBois and Sandy Township, Pennsylvania, to be affixed this Twenty-First Day of August, in the year of our Lord two thousand twenty-four.

Mayor - Pat Reisinger

Chairman - Mark Sullivan

Council Member - James A. Dehaenboorn

Supervisor - Bill Bantz

Council Member - Shane Bratt

Supervisor - Barry Abbott

Council Member - Jennifer Jackson

Supervisor - Sam Mollica

Council Member - Elliot Gelfand

Supervisor - Richard Whicker

City of Sandy Manager - Shawn Atbeugh

Attest - Korbi Sticum

CITY OF DUBOIS and SANDY TOWNSHIP, PENNSYLVANIA