

COUNCIL MEETING OF OCTOBER 21, 2013
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CALL TO ORDER

The regular meeting of the Bellefonte Borough Council was called to order at 7:30 p.m. by Council President Frank Halderman in the Bellefonte Borough Municipal Building.

Pledge of Allegiance:

Following the Pledge of Allegiance, Council remained standing for a moment of silence. It was requested that cell phones either be placed on vibrate or turned off.

ROLL CALL

Members Present: Wilson, Dainty, Brown, Schneider, Provan, Beigle, DeCusati, Dunne, Halderman, Ramish, Li

Members Excused:

Officials Present: Ralph Stewart, Borough Manager
Don Holderman, Assistant Borough Manager
Mayor Kent Addis

Staff Present:

Guests: Sally Houser; Holly Wilson; Robert Lingenfelter

APPROVAL OF MINUTES

Mr. Schneider made a motion to approve the minutes of the Bellefonte Borough Council meeting of October 7, 2013. Mrs. Dunne seconded the motion. A voice vote was unanimous to approve the minutes as presented.

COMMUNICATIONS

WRITTEN

- A memo regarding a Flu Vaccine Clinic to be held on Tuesday, October 29, 2013, from 2:00 p.m. - 4:00 p.m. in the Council Chambers. The cost will be \$23.00 but Council Members, the Mayor or Borough Employees will not have to pay.

- A letter from Lisa Korman, Director of Operations, Centre/Clearfield & Mifflin Counties, Home Nursing Agency, requesting a contribution of \$1,000.00 for the 2014 year.

- A letter from Cynthia Hahn, Executive Director C-NET informing the Borough that the 2014 dues would be \$14,476.00. This amount will be considered and discussed in planning the 2014 budget.

- A letter from Vern Squier, President, Centre County Economic Development Partnership, in regard to the Economic Development Summit sponsored by the CBICC and held at the Match Factory on September 18, 2013. The letter includes a request for financial support from Bellefonte Borough.

- A letter from Larry Fennessey, Chairman, Water Resources Monitoring Committee, requesting a 2014 pledge for the Water Resources Monitoring Project. Mrs. Dunne offered words of support for a pledge in 2014 of \$2,859.00. The monitoring project of 2013, monitoring the macro-invertebrates was a good assessment of the ecologic health of the stream. Mr. Stewart will be giving all Council members a report.

- A letter from Cynthia Mazzant, Co-Artistic Director, Tempest Productions, requesting the use of Talleyrand Park for theatre arts programs sponsored by the PA Council on the Arts on the following dates in 2014:

Saturday, May 24 - Rehearsal, 11:00 a.m. - 3:00 p.m.

Sunday, May 25 - StoryBook Theatre, 9:00 a.m. - 5:00 p.m.

Saturday, August 2 - Rehearsal, 11:00 a.m. - 3:00 p.m.

Sunday, August 3 - The Bard in Bellefonte, 9:00 a.m. - 5:00 p.m.

Ms. Dainty made a motion to approve the request as submitted. Mr. Wilson seconded the motion. A voice vote was unanimous.

- An email from Jeff Johnson thanking the gentleman running the leaf sweeper on East Linn Street on Friday, October 18, around 1:15 p.m. He would like the Borough to extend his thanks for a job well done.

ORAL

- Holly Wilson, President, HBI Inc., thanking everyone from the Borough Staff, Council, Police Department, Public Works Department...everybody for everything that was done this past weekend for the Fall Festival. The event is continuing to grow. A car was added to the train rides. The antiques fair had a low vendor attendance, but it will continue. The stores uptown did see some activity. The Fall Festival and Halloween Parade were very well attended and the weather was wonderful. She does not want the efforts of those from the Borough to go unnoticed.

- Sally Houser, Chair, Bellefonte Victorian Christmas, addressed Council because the committee is concerned that the possible demolition may affect the event because of safety reasons. Mr. Halderman does not anticipate any problems during Victorian Christmas.

- Mrs. Brown received a phone call from Joe Reed informing her that he watches the Council meetings all the time on C-NET and he would like to ask that when a letter is being read or something is being spoken about that is going to happen in town that the letter be entirely read and not motion and second motion and it cut off. Mrs. Brown emphasized that even though Council knows what is happening the viewing public does not know what is happening. He also asked that when there is a discussion going on about a policy that is being made that the rest of the Council be quiet because he noticed that there are side talks going on and then it is confusing.

Mr. Wilson stated Joe has called him a number of times. He is very conscientious and a great observer for Council. He is like an extra shepherd of the Borough because he notices things and tweaks them out to various Council people that he talks with and he is usually pretty much on point. He is an asset to the Borough.

- Mrs. Brown had a comment from a storefront owner on Allegheny Street asking who he needed to contact to have a tree trimmed in front of his store. Mrs. Brown will give the name to Mr. Stewart. Mr. Holderman stated the trees were just trimmed in the downtown area last spring.

SPECIAL COMMITTEE REPORTS

- The September 11, 2013 IDA Meeting Minutes are in the packets for review.

- Mr. Beigle reported there was an Airport Authority meeting last week and you will begin seeing advertisements that there will be flights to Chicago. The report received from United shows bookings for the month of January are very good.

- Mr. Stewart stated some members attended the Boroughs Conference in Pittsburgh over the weekend and it was a very educational experience that was well worth the time. Mr. Holderman encouraged Council members to attend the next one, and it will be held at Penn State.

MAYOR'S REPORT

- Mayor Addis presented the September Police report and a ticket exoneration request.

Ms. Dainty made a motion to approve the exonerations. Mr. Schneider seconded the motion. A voice vote was unanimous.

OFFICE OF COMMUNITY AFFAIRS

ZONING/PLANNING

- None.

CERTIFICATES OF APPROPRIATENESS

- 1) 429 North Spring Street/Replace garage door.
- 2) Bishop/Allegheny Street/Bellefonte Borough Streetscape Project.
- 3) 140 West High Street/Install wall mounted sign to replace existing deteriorated sign.

Mr. DeCusati made a motion to approve all three Certificates of Appropriateness as recommended. Mr. Schneider seconded the motion. Mrs. Brown reiterated that the gentleman said there is an address about this happening on Linn Street and he does not know what they want done. How much detail to get into will be discussed at a work session. A voice vote was unanimous to approve all three Certificates of Appropriateness.

- The October 8, 2013 Draft HARB minutes are in the packet for review.

COMMITTEES

Building & Property – Mr. Schneider reported on the auctions that have been done to date. The revenue from the first auction was \$4,681.00. The revenue from the second auction was \$5,667.00 making a total of \$10,348.00. The operator and buyer pay all the fees. Mr. Schneider thanked staff for "cleaning out the closets" resulting in income gains.

- A notification of the next Vehicle/Equipment Sale was presented. The on-line auction will begin on Monday, October 21, 2013. Inspections of the vehicles and equipment will be held on Wednesday, October 30, 2013 between the hours of 9:00 a.m. and Noon. Call 355-1501 to make arrangements for the inspections. The auction website is www.publicsurplus.com. The items to be sold are:

- Chevy S10 w/cap
- Mack spreader truck
- One four drawer file cabinet
- Two metal typewriter stands
- Misc. cell phones
- Misc. dumpsters (1.5, 2, 3, 4 & 5 cu. yard)
- Coats wheel balance machine
- 3 Cub Cadet riding tractors
- HP LaserJet 1200 series
- HP LaserJet P3015 (paper feed does not work correctly)

Finance and Government Performance – Mr. Schneider made a motion to file for audit the September 2013 vouchers in the amount of \$766,797.92. Mrs. Brown seconded the motion. A voice vote was unanimous to approve the vouchers as submitted.

September 2013 Vouchers

General	100, 21399–21499	\$ 314,716.68
Streetlighting	923–928	\$ 5,877.04
Bellefonte Fire Dept.	1587–1604	\$ 28,728.23
Fire Equipment	219–220	\$ 3,666.26
Parks & Recreation	1885–1901	\$ 16,004.30
Water	9468–9532	\$ 98,056.99
Sanitation	10596–10662	\$ 160,509.01
Refuse	2973–2999	\$ 89,209.14
Swimming Pool	572–575	\$ 1,668.19
CDBG	100, 507–508	\$ 162.40
Special Projects	214–216	\$ 4,867.14
Highway Aid	–	\$ 0.00
Capital	–	\$ 0.00
Bulk Water Sales	279–289	\$ 43,332.54
Total:		\$ 766,797.92

- Ms. Dainty made a motion to approve payment of the McQuaide Blasko invoice in the amount of \$2,181.50 for services rendered through September 30, 2013 as submitted. Mrs. Dunne seconded the motion. A voice vote was unanimous.

- Ms. Dainty reported that work on the budget is moving forward. There will be a Finance Committee meeting in the future.

Park & Recreation – Mrs. Brown reported the Talleyrand Park Committee had a meeting on October 15 and did a walk-thru in the park. There will be minutes from that meeting in the next Council packet. The Edible Garden is doing very well. There are numerous duplicate signs in the park. The Committee recommends that duplicate signs be removed. They are anticipating a Victorian Talleyrand Park sign. The painting of the bridge was very nice. There is a step on the bridge that needs attention. There is a big, heavy picnic table that is bolted to a concrete pad. Mrs. Brown would like the heavy one moved to Masullo Park and replace it with one or two powder coated tables. The question was raised if it is in bad shape why would it be taken to Masullo Park. Mrs. Brown stated it would be repaired before it is moved there. The fish feeders were vandalized and probably will not be replaced until the spring.

- Mrs. Brown reported the Santa Express will be coming the weekend of December 20, 21 and 22.

- Mrs. Brown reported trick-or-treat night is October 31 from 6:00 p.m. - 8:00 p.m. Residents are requested to put their porch light on if they want to participate.

Human Resources – Mr. Provan requested an Executive Session at the end of the meeting before adjournment.

Safety – Mr. Wilson questioned the status of the PennDOT study on the corner of McAlister and High Street. Mr. Stewart stated it is in progress. He anticipates a preliminary report for the next Council meeting.

Water/Sanitation – There was no report.

Streets – Mr. DeCusati reported the Streets Committee met to review several items. They met with Columbia Gas and they are doing improvements on Linn Street but will be finished soon. They are upgrading the lines in that area. There are plans throughout other portions of the Borough in the next several years.

- Mr. DeCusati made a motion to approve the Streetscape Project as proposed at the October 7 meeting. Mr. Beigle seconded the motion. Mrs. Dunne questioned what would be done at the Cherry Lane intersection. The project as proposed will be starting at the intersection of Allegheny and Bishop Street. There were two bid alternates. The first alternate and the second area is the Cherry Lane alternate so the improvements will continue from Bishop/Allegheny and include the Cherry Lane intersection. There will not be bulb-outs at that intersection. Alternate three goes from the intersection to Perry Lane. The plan for the steps by the Cadillac building is to bring them up to code. A voice vote was unanimous.

- There was a request from Council to name an alley off of Pine Street, Wingate Way. It is an access alleyway. It is a private lane and for safety reasons it needs to be named. It is not ordained.

Mr. Beigle made a motion to approve the name Wingate Way after checking with the County 911 System to be sure there is not a conflict. Ms. Dainty seconded the motion. A voice vote was unanimous.

- The survey to be sent out to the residents is in draft form. After it is reviewed it will be sent out.

- Mr. Holderman stated the grass and brush container pick-up ends October 31. The ash container pick-up will begin November 1. Leaf collection will begin October 28 and will coincide with refuse collection days. Mr. Schneider stated many residents are putting their leaves in the street. The landfill will stay open on Saturdays until Thanksgiving. The sign stating the landfill hours is confusing.

Energy & Environmental Conservation – Mrs. Dunne reported on the Spring Creek Watershed Commission meeting that was held on October 16. Brian Snyder, Executive Director of PASA, was the speaker. The discussion included the use of the land. Mr. Snyder lives in Millheim and is very familiar with the Spring Creek Watershed. It is his contention that the watershed is the food shed and that is how it should be considered when you consider where your food comes from. PASA supports sustainable farming. The presentation will be aired several times beginning

October 31 on C-NET. She feels Council and the general public should watch this presentation.

Junior Council Report – Ms. Li reported the Homecoming Parade and Bonfire were a success. The band performed in the Halloween Parade.

Mr. Halderman would like the Junior Council members to choose a committee to serve on. He also encouraged them to comment during the meeting discussions.

Mr. Halderman asked the Junior Council members to help develop a policy for social media and how it is handled at the Borough.

Mrs. Brown commended the band because all the members dressed in Halloween costumes. Both the Middle School and High School bands participated.

OLD BUSINESS

- Mrs. Brown questioned whether the CCMPO was discussed at the last meeting. Mr. Stewart stated it was explained. Council expressed an interest in joining as a member and that information was forwarded to Tom Zillo. He should have information as some point.

NEW BUSINESS

- Ms. Dainty made a motion to approve the Policies and Plans as they relate to CDBG. Mrs. Dunne seconded the motion. The Department of Community and Economic Development is requiring the Borough have on file the following policies and plans as they relate to how the CDBG program is administered: A code of conduct and conflict of interest policy; a Section 3 Plan; a Minority Business Enterprise/Woman Business Enterprise (MBE/WBE) and a Section 504 Policy. A voice vote was unanimous.

- Mr. Wilson received a call from a citizen (TAPE TURNED HERE)... area before it is developed set up as a community garden. Mr. Halderman stated it is anticipated for construction next year. Mr. Wilson stated if there are any other areas in the Borough where it might work, it would be something to consider.

- Mrs. Brown has watched meeting from other municipalities and many of them vote by a show of hands and she felt it would be easier for Mr. Halderman and Mr. Stewart to keep track of. Mr. Halderman does not feel a show of hands is necessary.

- A consent agenda will be coming in the near future.

EXECUTIVE SESSION

- Council went into Executive Session to discuss personnel matters.

Mr. Halderman called the Bellefonte Borough Council back to order. Mr. Provan reported during the executive session Council discussed three personnel issues. The Personnel Committee met and recommend the formation of a position called Assistant

to the Chief. The pay for that position will be retroactive to when the current person took that over.

Mr. Schneider made a motion to accept the Personnel Committee's recommendation and form a position otherwise known as Assistant to the Chief of Police with the pay effective and retroactive to the beginning of the position based on the Personnel Committee recommendations. Mr. Wilson seconded the motion. Mr. Provan stated the reason there is a change in that position is that there have been additions to the former duties. There are more responsibilities and the person will be directly helping the Chief of Police. A voice vote was unanimous.

The Personnel Committee recommends that a Half-Time Clerk position in the Police Department Office be advertised employing the person for no more than 1,040 hours over a year.

Mr. Schneider made a motion to advertise for a half-time clerk position in the Police Department and the position use no more than 1,040 hours in a year. Mr. Beigle seconded the motion. A voice vote was unanimous.

ADJOURNMENT

- With no other business to come before Council, Mr. Schneider made a motion to adjourn the meeting of October 21, 2013, at 9:15 p.m. Mrs. Dunne seconded the motion. A voice vote was unanimous.