

**BELLEFONTE BOROUGH COUNCIL MEETING**  
**November 7, 2016**  
**www.bellefonte.net**

**CALL TO ORDER**

The regular meeting of the Bellefonte Borough Council was called to order by Council President Gay Dunne 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: Beigle, Brachbill, Brown, Clark, DeCusati, Dunne, Hombosky, Johnson, Tosti-Vasey,

Members Excused:

Officials Present: Ralph Stewart, Borough Manager  
Don Holderman, Assistant Borough Manager  
Mayor Tom Wilson

Staff Present: Vana Dainty, Keystone Community Coordinator

Guests: Emma Gosalvez, Lock Haven Express; Samuel & Polly Voltz

**CONSENT AGENDA**

(The following items listed on the Consent Agenda are considered to be routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of Council request specific items to be removed for separate action.)

- Minutes - Approval of October 17, 2016 Meeting Minutes
- Communications – Letter request from Saint John Catholic School
- Communications – Letter request regarding Relay for Life 2017
- Finance – Stover McGlaughlin Invoice

Mr. DeCusati made a motion to approve the Consent Agenda with the removal of the minutes. Mr. Beigle seconded the motion. Ms. Tosti-Vasey requested the minutes be removed from the Consent Agenda. A voice vote was unanimous.

On page four of the minutes at the very top of the page it said a sign was requested and Mr. Stewart was going to order it. Ms. Tosti-Vasey asked where the sign was for. It was for Church Lane. She feels that needs to be listed so the minutes make sense. On page six in the first paragraph it says Mr. Stewart said that they will be redoing the sidewalk and the railing in the near future. This is across from the BelleKey initiative. It says when they do the work on West Linn Street, which is correct. At the Parks & Recreation meeting last week when they were talking about the stone work along the road on Water Street she asked if that is part of the work. Mr. Stewart is not sure if they are doing the stone work, but they are doing the sidewalk and railing from High Street down to the Sculpture Garden area.

Mr. Brachbill made a motion to approve the amended minutes. Ms. Tosti-Vasey seconded the motion. A voice vote was unanimous.

## **REGULAR AGENDA**

## **PUBLIC COMMENTS**

- Samuel Voltz attended the meeting. He is doing Citizenship in the Community Merit Badge for Boy Scouts. He has to attend a Council meeting and that is why he is here. Council members thanked him for coming.

## **COMMUNICATIONS**

### **WRITTEN**

- An email from Dave Lomison regarding parking issues. He is a Centre County Transportation manager. He would like to talk with Council or one of the committees regarding parking issues that happened during jury selection days in Bellefonte. Mrs. Dunne referred this to the Streets Committee for review and recommendation. Mr. Johnson would like to know when a meeting is set up because he would like to attend. Mr. DeCusati suggested this might involve the Building & Property Committee also.

- A letter from Selective Insurance in regard to the Annual Safety Committee Recertification training they recently conducted. Mr. Brachbill said it was informative training.

- A letter from Clear Water Conservancy in regard to their Water Resources Monitoring Project. They thanked the Borough for its contribution. They offered to do a presentation on their most recent study, the Geology of the Spring Creek Watershed.

Ms. Tosti-Vasey said someone that works in administration at Clearwater Conservancy asked her to tell Council that she would like to come to Council the first or second meeting in December to talk about a proposed project. Mrs. Dunne would like to know the name of the person.

- A letter from the Police Chief of State College Borough thanking Bellefonte Borough Police Department for their assistance after the Ohio State Game.

- An email invitation from FirstEnergy to an Economic Development Workshop on Monday, November 21, from 9:00 a.m. – 3:00 p.m. at the Penn Stater. Interested Council members should R.S.V.P. or let Mrs. Stanton know and she will do it on their behalf.

- A support request from the Centre County Economic Development Partnership. Mrs. Dunne would like to put this under New Business.

- A letter from Benner Township providing an update on Purdue Mountain Road, which was closed as a result of the flood damage.

### **ORAL**

- Ms. Vana Dainty reported BelleKey's annual meeting will be Thursday, November 17. Ms. Dainty invited the Council members to attend. It will be at the Match Factory at 7:00 p.m. At that meeting they will present what has been accomplished in 2016 and what the plans are for 2017 and in the future. There will be some announcements made regarding the Entrepreneur Center and a few other things that will be happening.

- Ms. Dainty reported Small Business Saturday is November 26. Downtown merchants will be having an event. It will be a mystery puzzle. Participants will have to solve a mystery by going to the participating businesses that will have clues. In order to get a clue they have to make a purchase of any amount. They need to gather five clues before they can solve the puzzle. When they solve the puzzle their entry will be collected. If the answers are correct they will be entered into a drawing. There will be three winners. The first place winner is \$100.00; the second one is \$75.00 and the third one is \$50.00 and it will be in Bellefonte Bucks, which means they will be spending it at a participating merchant in Bellefonte. All merchants are donating \$20.00 to help with the cost of promoting the event and for the prize money. Twenty-five businesses are participating.

- Ms. Dainty will provide some information for the Finance Committee regarding the plan for the Incubator Business. Ms. Dainty was asked not to give that information out before their meeting on November 17.

### **SPECIAL COMMITTEE REPORTS**

- The Rapid Response Ad-hoc Committee met on Monday, October 24. They looked at the role of the Committee as described in Mrs. Dunne's report. The Committee is ready to go should a request be received. She asked Council to read the

report. Mrs. Dunne was thanked for sharing the Committee report. The Committee will not meet again until a request is received.

- Mr. Brachbill reported there will be a COG Public Safety meeting on Tuesday, November 8. The meeting is an annual PennDOT and Utility Officials lunch meeting. He will be attending the meeting.

## **MAYOR'S REPORT**

- Mayor Wilson reported that Don Holderman and he were at the St. John's Church yesterday for a special mass for recognition of the politicians and state of the country, etc. They did some readings for the church. The service was well attended. Mayor Wilson reminded everyone to get out and vote tomorrow.

- Mrs. Dunne announced that the Garman House, part of the Bellefonte Mews project, and the restored Cadillac Building will be having a Grand Opening celebration and ribbon cutting on Thursday, November 10, from 3-6 p.m. They will be providing tours of the building. This event is open to the public. Ms. Tosti-Vasey said Nancy Perkins is creating a graphic about the Cadillac Building and Anna Kechline that will be displayed in the lobby.

## **OFFICE OF COMMUNITY AFFAIRS**

### **ZONING/PLANNING**

- Ms. Dainty stated in the Planning Commission meeting of October 24 that they met, approved the minutes and then went into a work session. Mark Edwards, the new member, was shown what to expect when someone comes in with plans and how to look at plans. He will be a great addition to the Commission.

## **HARB**

### **CERTIFICATES OF APPROPRIATENESS**

1) 237 West Linn Street – repainting.

Ms. Tosti-Vasey made a motion to approve the Certificate of Appropriateness for 237 West Linn Street. Mr. Brachbill seconded the motion. A voice vote was unanimous.

- Draft HARB meeting minutes from October 25, 2016, are in the packet for review.

### **BUILDING AND PROPERTY** – No report.

**FINANCE AND GOVERNMENT PERFORMANCE** – Mrs. Brown reported the Borough received \$2.7 million from the Office of Budget under the RCAP Grant for the Waterfront

Redevelopment Project. A minimum of up to \$150,000.00 more is anticipated. To get reimbursed for the full \$3 million you have to spend \$6 million of qualified expenditures.

Mr. Stewart thanked Mr. Holderman for his work in getting all that paperwork together. Mr. Holderman said it was a team effort. Senator Corman's office and Jim Eckert were very instrumental in the Borough receiving this grant. They were very helpful with the process.

The Office of Budget will determine the price the property can be sold for. Mr. DeCusati asked if the Borough spent \$7 million and got back \$3 million can it be sold for the full \$4 million. Mr. Holderman said you have to wait until the Office of Budget states the formula and the price it can be sold for. They want to be sure the Borough does not make a profit from taxpayer dollars.

- Mr. Stewart approached Council a few meetings ago regarding the 2014 CDBG funds. Something that would be very helpful to the BHCA in getting the Red Freight Building Project up and running comprises of a cantilever walkway across the bridge and a brick pathway down to that point as well as another pathway across the bridge. Mr. Holderman recommends that Council do as much as possible to help with the project to get the Kayak Museum up and running. Mr. Holderman will try to find funds for the cantilever bridge. The estimate to do the cantilever bridge is approximately \$180,000.00 and the Borough has approximately \$85,000.00, so Mr. Holderman would need to find another \$100,000.00. Mr. Holderman would like to do the portion of the project that he has funds for and then work on getting the funding through a grant to do the other half. He is convinced that having SEDA-COG on the Borough's side will really benefit when they apply for grants. Ms. Tosti-Vasey has concerns that if you do a brick walkway to the railroad tracks and end there it will invite more people to walk down the center of the track, unless there is some way to completely block off with the fencing so they can't get around it to get onto the track. Mr. Holderman said the plan is a fence from the Train Station down to the bridge. One could be temporarily put up from the end over to the bridge so you wouldn't be able to get there. Ms. Tosti-Vasey said on the Match Factory side the fencing ends and people can go around it and get onto the tracks. There is signage there. Mrs. Dunne said the Railroad Freight House cannot build access to it until the brick walk is done. Mr. Holderman said it is an approved project. Mr. Holderman will be sure there is temporary fencing put up where the permanent fencing ends so nobody can go around and get on the railroad tracks as long as there is no problem with SEDA-COG. If he is permitted, he will finish on the other side also.

**PARK AND RECREATION** – Ms. Hombosky reported the Park & Recreation Committee and the Talleyrand Park Committee did a park walk through. They have a few things they would like done before winter. The restrooms will be winterized this week. Mr. Holderman said an email was sent to the Historical Railroad Association informing them of that so they know when they have their train rides in December, they will need to have some portable restrooms.

- There are lights on order for the ones that are out along the Waterfront Walkway. It was a fixture issue with wiring.

A sealant was put on the wall along the Waterfront Walkway.

Some photos were sent to Bob Bowersox regarding the signage on the walkway. They need to be forwarded on to the Park & Recreation Committee.

There is not a parks crew over the winter so a person from the Streets Department would need to be used for snow removal in the park and along the Waterfront. Their list would be streets first, the metered areas, parking lot meters and then, when that is all completed, they could do the parks. The crew is stretched thin.

- Mr. Johnson said on High Street outside of the Café on the Park, over at the Train Station Building, where you walk from the sidewalk to the fountain, there are two steps there out of brick and he feels it is a tripping hazard for a lot of people. When he first got on Council there was some discussion about removing that step and making it a grade. He asked if that had been reconsidered. Mr. Holderman said the Borough submitted a grant for \$100,000.00 to do work in Talleyrand Park. The projects were to dismantle the current pergola and install a new one; do mud sill work on the other side; and then to fix some of the brickwork in Talleyrand Park, including putting a ramp in.

- Mayor Wilson asked if the Arts & Crafts banners were going to be removed, which they are. In the minutes from the last meeting the first lengthy couple paragraphs had to do with a fishing discussion, which was sent to the Park & Recreation Committee for discussion, and he questioned whether there had been any discussion regarding that. Ms. Hombosky said the Park & Recreation Committee has not met.

**HUMAN RESOURCES** – Ms. Tosti-Vasey said the 38-page Municipal Pension plan is in the packet for Council members to review. It is very detailed. Mr. Stewart said this is the Public Works Pension Plan that the Borough has had for years. The purpose of this is to bring it back to Council for an amendment to a definition about compensation. It was previously amended approximately 1½ to 2 years ago. Before that there was not a definition with compensation. Some changes were made and the union felt the changes that were made were not in compliance with the current practices. Mr. Stewart checked on it and they are not in compliance with the practices.

Ms. Tosti-Vasey made a motion to adopt Ordinance #11072016-01, an ordinance regarding the Municipal Retirement System. Ms. Hombosky seconded the motion. Mr. DeCusati understands it to say that the Borough has no decision in terms of paying the obligation of the pension and whatever the bill is you must pay it. Mr. Stewart said in the entire document there were only two words that were changed. It is a standard ordinance that is prepared. It reiterates that, yes, Borough Council is responsible for funding the plan. A change was made on page 6 and page 12. The new text will say compensation means remuneration actually received for services rendered as a member, including salary and overtime. Mr. DeCusati feels that perhaps Council should have more thought process in this rather than saying it is in the contract so it needs to be done. Mr. Stewart said it says wages and the fact of the matter that cannot be argued against is the pension fees are being taken out from both salary and overtime. It says we will use your wages, the last three years to calculate your retirement. He does not feel Council will win that battle. Mr. DeCusati said there are other unionized work forces in our County that don't get their overtime as part of their pension. Mr. DeCusati

feels this should go to a work session for discussion. Mr. Stewart said this is what has been done for years. If Council would like to change something they would need to go to the negotiating table. Mrs. Dunne feels this needs to be done to correct the past two years and also there is somebody who will be retiring by the end of the year. She feels this is something for future discussion. Mr. Stewart said nothing has changed on the Borough's side of doing payroll, absolutely nothing. Mr. Brachbill agrees that this should have been discussed in a work session.

A show-of-hands vote in favor of adopting the Ordinance No. 11072016-01 was unanimous.

**SAFETY** – Mr. Brachbill feels if signage isn't installed along the Waterfront soon there will be some safety concerns.

**WATER/SANITATION** – Mr. Beigle reported the Daily Withdrawal Report is back to normal.

- The Authority discussed their budget and it will be presented at the next meeting.
- They discussed an issue with problems with the sewer. The crew is finding that various wipes people are using, such as Clorox wipes, are not disposable. He encouraged residents to not put them down drains. The Authority is going to develop an ordinance to address this. If the crew comes out and you have a blockage resulting from this, you will have to pay a fine. Mr. DeCusati suggested this could be put on the website.
- The draft Authority meeting minutes from November 2, 2016, are in the packet for review.
- Leaf collection is ongoing and the crew is doing a fine job of keeping ahead of it.
- Mrs. Dunne plans to attend the next Oral Health Task Force meeting at the Centre Volunteers in Medicine, which will be held on Wednesday, November 9.
- A grant application was submitted on behalf of the Authority for \$344,000.00 for water and sewer work.
- Mrs. Dunne noticed in the minutes that Milesburg only pays \$.50 per 1,000 gallons of water. Mr. Stewart said that is the untreated water that goes through the pipeline that Milesburg built to the Borough and then on to the Coca Cola plant.
- Mr. Holderman reported that grass and brush container collection ends on Wednesday, November 16.

- Saturday, November 19, will be the last day the Musser Lane Composting facility is open from 8 a.m. to noon.

- Borough offices are closed on Friday, November 11, for observance of Veterans Day. If that is your refuse collection day, it will be picked up on Wednesday, November 9.

**STREETS** – Mr. Johnson reported that the “no parking” signs have been installed on North Thomas Street.

- Leaf collection was delayed because of mechanical problems with the truck. It has been repaired, and they will resume leaf collection.

- Borough staff will be doing some sealing with the tar buggy on some of the patches that have been done throughout the Borough.

- The railroad crossing on Water Street is deteriorating.

- At a previous Council meeting, Design Services was approved for the Howard Street and CVS parking lots. That has been advertised.

**ENERGY & ENVIRONMENTAL CONSERVATION** – Mr. Clark reported the Pennsylvania State Bee Keepers Association approved the Bee Friendly PA community designation. They invited someone from Council to attend their annual meeting on Friday evening, November 11, at the Days Inn in State College at 6:00 p.m. Mr. Johnson will attend this meeting to represent the Borough.

- Mr. Clark will be meeting with the students from Penn State on Wednesday, November 16, at 3:00 p.m. This group of students worked on the facilities design for the composting service at the landfill.

**OLD BUSINESS**

- Mr. Holderman provided an update that the Council had requested that the Liquid Fuels Grant that was received last year and submit to the County was submitted to them for the North Thomas Street Lights.

- The second public hearing was held last week for the 2016 CDBG application. The Borough mentioned that the application will be submitted for a fire suppression system.

- The RFP for Parking Lot Design is available at the Borough office. They will be opened at the December 2 Council meeting.

- Mrs. Brown announced that the Fall Train Excursions were cancelled due to the flooding.

## **NEW BUSINESS**

- Mr. Stewart put a memo in the packet regarding flood damages that were experienced October 20-21. Some areas have had water damage before and other areas it has been quite a while. Simpson Street is one area. Another area is a waterline going out through Coleville. Temporary repairs were made. A line will be installed underground this week with a directional boring machine.

This damage was caused by a lot of rain. These issues will be turned over to the Building and Property Committee for review.

- Mrs. Dunne wanted to discuss the Economic Development Partnership request that was presented in the written communications. They are requesting \$1,000.00. Mrs. Dunne asked if the \$1,000.00 that was voted on the other year was actually given to CBICC or was it as an incentive that did not materialize. Mr. Stewart said it was given for their operations. There is the original \$1,000.00 to keep the imitative alive and there was another \$1,000.00 for an incentive to Morgan Advanced Materials.

## **PUBLIC COMMENTS**

- None.

## **ADJOURNMENT**

- With no other business to come before Council, Mr. Brachbill made a motion to adjourn the Council Meeting of November 7, 2016, at 9:00 p.m. Ms. Tosti-Vasey seconded the motion. A voice vote was unanimous.

## **EXECUTIVE SESSION**

- Following adjournment Council went into Executive Session.