

**BELLEFONTE BOROUGH COUNCIL MEETING**  
**January 16, 2017**  
**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: Dunne, Hombosky, Johnson, Tosti-Vasey, Beigle, Brachbill, Clark

Members Excused: Brown

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

Staff Present:

Guests: Emma Gosalvez, Lock Haven Express; Courtney Dickman;  
Mike Houser; Mike Andriaccio; Nancy Perkins; Joseph Griffin

**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 January 3, 2017 Meeting Minutes
- Mayor – Police Report
- Mayor – Police Exonerations

Mr. Beigle made a motion to approve the January 3, 2017, meeting minutes. Mr. Clark seconded the motion. Ms. Tosti-Vasey requested that the minutes be removed from the Consent Agenda. On page four, the second paragraph, second sentence should read “One concern raised by others was that the list is a problem....” In the next sentence “and therefore covers their beliefs” should be added to the end of the

sentence. At the end of the paragraph, next to last sentence, after the word “everyone,” there should be added “including people of different faiths.” Lastly, on page 6 at the very bottom where it talks about a joint meeting in a couple of weeks, it should say a joint meeting on January 11.

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

A voice vote was unanimous to approve the Consent Agenda.

## **REGULAR AGENDA**

### **COMMUNICATIONS**

#### **WRITTEN**

- Memo regarding Holly Keen, Meeting Minutes Transcriber, Retiring – We regret this communication because a good transcriptionist is hard to find. We thank Holly for her years of faithfulness and service and her good products. We will find her a hard act to follow.

- Letter request from St. John Catholic School regarding Governor’s Park – Requesting to use the Park for a Field Day on May 17 or May 24 as a rain date.

Mr. Beigle made a motion to approve the request. Mr. Johnson seconded the motion. A voice vote was unanimous.

- Letter from Office of Adult Services regarding 2017 Point-in-Time Homeless Survey – The Office of Adult Services will be doing a survey of homeless people on January 26, but if we know anyone who would fit in that category we are to contact the County.

Ms. Tosti-Vasey said this would also include people who don’t have homes of their own but have moved in temporarily with a friend, neighbor, family member, etc. They would like to find those people as well so that they can offer them services. The number in the letter to call is 814-355-6768. This is done annually and nationwide.

- Email from Tax Collector regarding Pay Increase – Deb Burger is asking the Borough to consider paying for non-collectible tax bills. She does not get paid for postage or any of the notices for those that do not pay. This year she has paid \$122 out of pocket. Mr. Stewart said this request would go into affect in 2018, when the new tax collector term begins.

Mr. Beigle made a motion to have that increase of \$122. Mr. Johnson seconded the motion. A voice vote was unanimous.

Mr. Johnson questioned that perhaps the wording should be changed for the motion since the amount could be more or less each year.

Ms. Tosti-Vasey made a motion to rescind the previous vote. Mr. Beigle seconded the motion. A voice vote was unanimous.

Ms. Tosti-Vasy made a motion that starting in 2018 all uncollected tax bills shall be reimbursed at the same rate as the collected bills. Mr. Johnson seconded the motion. A voice vote was unanimous.

- Letter from PSAB regarding Nominations for Second Vice President – This is for Council’s information.

**ORAL**

- Joseph Griffin, 133 N Spring St, Bellefonte, urged Council to use caution about selecting the person to fill the Council vacancy. He feels that anyone who has lost an election when there are other qualified applicants should not be considered as it shows a disregard for the will of the people who take the time to vote. It makes Council look like a club rather than a representative body.

- Frank Halderman told Council he did lose the last election, but that he had won nine previous Council elections and they averaged around 400 voters per election. This last election there were a little over 600 voters and he lost that election by only 29 votes, which meant that 47% of the district voted for him, so he didn’t feel he did that bad.

- Nancy Perkins, 445 E Curtin St, Bellefonte, stated that on so many occasions a lot of the same people are on the same boards. She felt when there was an opportunity to have a vacancy filled, anyone selected should have no conflict of interest. They should not be on any other boards. She suggested that if there is no policy within the Borough Council regarding this, that maybe that should be thought about and developed. . She felt that more people in government leadership is healthier. Mrs. Dunne said there is a policy but that it is primarily economic-based. Mr. Johnson mentioned that each interviewee was asked if they sat on any other committees would they resign from them, and they all indicated they would. Mrs. Dunne said Borough Council was planning to have more people from the community participate at different levels and contribute their talents, but it is still in the planning stages.

- Mrs. Dunne stated if there were no other members of the public who wished to speak, the next order of business would be the appointment to Council.

Ms. Tosti-Vasey nominated Courtney Dickman. Melissa Hombosky seconded that nomination.

Mr. Beigle nominated Buddy Halderman. Kevin Clark seconded that nomination.

There were no other nominations. Mr. Beigle made a motion that nominations be closed. Mr. Johnson seconded the motion.

Mrs. Dunne stated there were two nominees and that they would be voted on in the order in which they were nominated. There will be a roll call vote so there is no possible misinterpretation.

- |                   |   |     |
|-------------------|---|-----|
| - Ms. Hombosky    | - | Yes |
| - Ms. Tosti-Vasey | - | Yes |
| - Mr. Clark       | - | No  |
| - Mrs. Dunne      | - | Yes |
| - Mr. Johnson     | - | No  |

- Mr. Brachbill                      -        Yes
- Mr. Beigle                            -        No

Mrs. Dunne stated the vote was four to three, in favor of appointing Courtney Dickman. She is the new Council member to fill the vacancy. Mrs. Dunne would also mention that this election procedure is according to Borough Code.

Mrs. Dunne thanked all who applied and hoped they would be active in any way they chose. Council is trying to get volunteers to serve on commissions, committees, etc., so Council may be in touch with them in the future.

Ms. Tosti-Vasey asked if Ms. Dickman would be sworn in at this meeting or at the next one. It was explained that she would be sworn in at the next meeting as she needs to complete an Affidavit of Residency prior to taking her oath of office.

- Mrs. Dunne stated that Resolution No. 01162017-01 to appoint Courtney Dickman to fill the vacancy which currently exists in the Council, and which vacancy will last until December 31, 2017, needed to be approved. Ms. Tosti-Vasey made a motion to approve the resolution. Mr. Brachbill seconded the motion. A voice vote was unanimous.

- Mr. Wilson thanked the candidates who threw their hats in the ring. He reminded them that this is a temporary filling of a position and that they all have the opportunity to run for this office and all other open seats that are taking place in the May primary and November election. He mentioned that they will want to pick up their petitions at the Office of Elections in February.

Mrs. Dunne indicated most of Borough Council will have to get their petitions and that the candidates should not let their community enthusiasm vanish.

### **SPECIAL COMMITTEE REPORTS**

- Draft Joint IDA/Council Meeting Minutes from January 11, 2017. Mr. Holderman had a couple comments back on the request for proposal for marketing for the brokerage services. Anyone should have their comments to Mr. Holderman by Friday, January 20, so the changes can be made and it can be advertised and distributed.

- Draft Safety Committee Meeting Minutes from January 11, 2017. Mr. Johnson asked a question regarding the statement that the crew would like a washer and dryer. Mr. Brachbill said the need is because of situations they get into at the WWTP and don't want to take their outer garments home. Under New Business it said Mr. Brachbill gave a recommendation to Council regarding a situation on Holmes Street. Mr. Brachbill said the problem has been solved. The signs were placed there to eliminate a safety concern and not to inconvenience residents.

- Spring Creek Watershed Commission January meeting is Wednesday, January 18.

## **MAYOR'S REPORT**

- Mayor Wilson had Sergeant Holiday available to answer any questions from the Police Report or any general questions about the Police Department's operational procedures. Sergeant Holiday wanted to expand on an earlier comment from Ms. Tosti-Vasey regarding the homeless. If the public is aware of a homeless person in need, there are a couple programs that the Police Department is affiliated with and will refer people to. One is the Out of the Cold Program; and there are a very limited number of emergency supplies that have been donated to keep people warm. Sergeant Holiday appreciates everything Council has been doing for the Police Department. Mrs. Dunne asked if most of the churches in Bellefonte participate in the Out of the Cold Program. Officer Holiday said it is a county-wide program. This week it is a church in Stormstown.

- Mayor Wilson was given a book from Joe Leiter. He called it "New History." It is a photo journal that Joe took of the development of the Waterfront property. It is very well done. It also journals the relocation of the Freight Station. He donated it to the Borough, and it will be available in the Borough Office for anyone that would like to come in and look at it. Mr. Johnson said if anyone would be interested in purchasing the book, they should let a note with the Borough Secretary. Mayor Wilson thanked Mr. Leiter for taking the time and effort to document this because it is very well done. Mr. Johnson asked the Borough to send Mr. Leiter a thank you letter.

## **OFFICE OF COMMUNITY AFFAIRS**

### **ZONING/PLANNING**

#### **HARB**

- A memo request to send letters to Representative Benninghoff and Senator Corman regarding the Wireless Industry Draft Bill – Ms. Dainty said the bill is one the wireless and antennae people are trying to get passed through the State Legislator and is something that would take away any zoning in the Boroughs and Townships, and they would be able to put them in any right-of-way. It could result in very tall towers on the Diamond and all over the Historic District in the public right-of-ways. It could be on the sidewalks or the grassy areas between the curb and sidewalks. Ms. Dainty is asking Council to write letter to Senator Corman and Representative Benninghoff asking them to vote against this bill. It could really change the dynamics of what Bellefonte would look like. It would eliminate the zoning ordinances which prevent that from happening now and would be regulated by the state. This is a very important piece of legislation.

Mr. Brachbill made a motion that the Borough of Bellefonte sends a letter to Representative Benninghoff and to Senator Corman to oppose the bill regarding towers that takes away local zoning rights. Ms. Hombosky seconded the motion. This will be discussed at the Nittany Valley Joint Planning Session this week. A voice vote was unanimous.

- Draft January 10, 2017, HARB meeting minutes are in the packet for review.

### **CERTIFICATES OF APPROPRIATENESS**

- None.

**BUILDING AND PROPERTY** – There are two draft agreements for Parking Lots A & H. One is with the ELA Group and the other is with Advantage Engineering.

Ms. Tosti-Vasey made a motion to accept both agreements. Mr. Johnson seconded the motion. A voice vote was unanimous.

- A date needs to be established for the kick-off meeting to be held by the end of the month.

**FINANCE AND GOVERNMENT PERFORMANCE** – Mr. Brachbill made a motion to schedule quarterly meetings to review the Police Budget. Ms. Tosti-Vasey seconded the motion. A voice vote was unanimous.

**PARK AND RECREATION** – Ms. Hombosky reported there is a logo for the Borough signage. She will forward it to Bob Bowersox, and he will have it ready for the signs that are needed.

- There will be a meeting in the next few weeks to talk with Mrs. Fleck about the Liberty Swing. They will also meet with the Rotary to determine the best spot for an ADA playground.

- Ms. Tosti-Vasey had a question about the calendar that committee members receive showing what is happening in each of the parks. Mr. Stewart said the purpose of the calendar is to choose dates for events that are closely together.

**HUMAN RESOURCES** – Ms. Tosti-Vasey announced that there will be seven Council seats that will be up for election this year. In the West Ward there are two seats - Gay Dunne and Courtney Dickman. In the South Ward there are two seats - Randy Brachbill and Kevin Clark. Kevin's seat is a two-year position. In the North Ward there are two seats – Joe Beigle and Melissa Hombosky. Mayor Wilson's seat will be open. If anyone wants to run for Council, the first day to circulate a petition is February 14, and they must be turned in by March 7.

- Ms. Tosti-Vasey made a motion to appoint Gary Hoover as the Assistant Treasurer for the Borough. Ms. Hombosky seconded the motion. His resume was reviewed and he has much experience. A voice vote was unanimous.

- Mr. Brachbill made a motion to nominate Ms. Tosti-Vasey as Council Pro Tempore. Mr. Johnson seconded the motion. A voice vote was unanimous.

**SAFETY** – Mr. Brachbill attended the COG Public Safety Meeting. They held elections. Walt Weis is the new chairman of that committee.

- The Nittany Valley Joint Planning Session hosted by Marion Township will be Thursday, January 19.

- The Fire Prevention Task Force and the Fire Executive Committee meetings will be Thursday, January 26.

- Standard Operating Procedure Policies are in the packet for review. Mr. Brachbill would like the Council Safety Committee to review it one more time before approval.

- Safety Committee Meeting memo/Recommendations – There was a meeting prior to the last Council meeting and reviewed the Code Services. The Safety Committee recommends another meeting with Code Representatives and Managers and Mr. Schneider to determine what the issues are before the RFP is sent out so some issues can be cleared up. Mr. Brachbill said there are many complaints but it is unknown what the complaints are. Mr. Johnson has not heard good comments regarding Centre Region Code.

Mr. Johnson reported that the person inspecting rental units does not have to be licensed. They need to be licensed for Fire Code Inspections and Building Code Inspections. Mr. Beigle said there was a meeting with Walt Schneider and major issues were brought to them and discussed. To this day Mr. Beigle has not received anything from them indicating what has been resolved with the issues that were brought up. There are other people out there that can do the job. He feels you should always look every so often to be sure things are on the same page and to be sure the price is right.

Mr. Holderman said Walt Schneider took the comments back and some things were implemented such as the I.D. Badges and office hours. They offer courier service. Mr. Holderman feels they have incorporated all the things Council brought to them. Ms. Hombosky said there is not a lot of transparency on their part. Mr. Johnson said there haven't been any annual or semi-annual training sessions with contractors.

Mr. Brachbill feels there needs to be a recording mechanism for the complaints.

Council will have a meeting on Tuesday, January 24, at 6:00 p.m. to work on the RFP.

**WATER/SANITATION** – Mr. Beigle said the average water withdrawal is the same.

- Draft Authority meeting minutes from January 4, 2017, are in the packet for review. At the meeting they discussed their projects for the coming year. Hopefully they will get some money to do some of the projects they would like to do. The Authority offered “in-kind” services for a year for the Business Start-Up project.

**STREETS** – Ms. Hombosky reported there is a streetlight out on West Linn Street.

- Mr. Stewart said there was an issue when Dominoes Pizza first opened about using the loading zone longer than just pulling in, picking up and leaving. The committee discussed what a fair policy would be and determined between 15-20 minutes would be acceptable. The Committee recommends there be discussion with the property owner to clarify that 15-20 minutes would be acceptable, but that it is not meant to be a long-term parking area. The parking in the back is for the tenants. Ms. Tosti-Vasey feels it should state loading zone – 15 minutes. Mr. Holderman feels if it is turned into parking, the vendors that need to unload the food will not be able to get in and will be double-parked on the street.

Mayor Wilson will talk to the Police Chief to see the difference between loading zones and fifteen minute parking; also to ask if you can add a time limit to a loading zone.

- Mr. Johnson said he, Mr. Stewart and Mr. Holderman are still working on identifying abandoned and unordained streets. They will develop a proposal for the process.

- Chief Weaver had a conversation with Ms. Magro and is resolving the issue regarding the parking situation on North Spring Street.

**ENERGY & ENVIRONMENTAL CONSERVATION** – Mr. Stewart prepared a memo with attachments regarding Electricity Purchase Results. The Committee recommended staying with the current vendor. Mr. Clark said the best decision is to go with Co-Stars, which the Borough currently does. Mr. Clark said it would be good to have an engineer come in and explain the process they use.

- Penn State students are back, and Mr. Clark heard from the Design Team late today. He will be setting up a meeting with them and will make Council aware of the date. The Team wants to do some site visit work.

- Mr. Holderman was told by the Public Works crew that a lot of commercial brush is being hauled in by commercial tree trimmers. They take lots of brush in the summertime, and it costs the Borough approximately \$6,000.00 - \$7,000.00 to bring in the tub grinder. Mr. Holderman said it needs to be determined whether there should be a charge to the commercial haulers. Mr. Clark said it needs to be discussed because it will affect the plans that the Penn State students are working on.

## **OLD BUSINESS**

- There is a sample Volunteer Application in the packet to volunteer for different bodies of local government. The sample came from Ferguson Township. Mrs. Dunne turned this over to the Human Resources Committee to adapt for Bellefonte Borough.

- Mr. Johnson asked if the Cable Representative from Council was addressed. It is Mrs. Dunne and Mr. Beigle is the alternate.

## **NEW BUSINESS**

- Mr. Beigle made a motion to have the Community Yard Sale May 19 and 20; and to have Riff-Raff the following week, May 22 – 26. Mr. Johnson seconded the motion. Ms. Hombosky noted that this is the weekend for Relay for Life at Governor's Park. A voice vote was unanimous.

- Ms. Tosti-Vasey made a motion to have Trick-or-Treat on Tuesday, October 31, from 6-8 p.m. Mr. Beigle seconded the motion. Ms. Tosti-Vasey asked if Council sets the date for the Halloween parade. It is scheduled by HBI. A voice vote was unanimous.

- Mr. Brachbill made a motion to approve holiday parking from Thanksgiving Day 2017 through January 1, 2018. Ms. Tosti-Vasey seconded the motion. This allows for two-hours of free parking in Bellefonte. A voice vote was unanimous.

## **PUBLIC COMMENTS**

- None.

## **ADJOURNMENT**

- With no other business to come before Council, Ms. Tosti-Vasey made a motion to adjourn the Council Meeting of January 16, 2017, at 9:24 p.m. Mr. Beigle seconded the motion. A voice vote was unanimous.