

BELLEFONTE BOROUGH COUNCIL MEETING
February 6, 2017
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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.

SWEARING IN OF NEW COUNCIL MEMBER

Mayor Wilson swore in Courtney Dickman, the new Borough Council Member. Her family joined her for this.

ROLL CALL

Members Present: Johnson (by teleconference), Tosti-Vasey, Brachbill, Brown, Dickman, Dunne, Hombosky,

Members Excused: Beigle,

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

Staff Present: Ralph Stewart, Borough Manager

Guests: Emma Gosalvez, Lock Haven Express; Tom Zilla, CCMPO; Kevin Lloyd;
Brandon Wagner; Andrea Murrell; Corey Dickman; Mike & Charlene Tomlinson

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 16, 2017 Meeting Minutes
- Communications – Letter request re Bellefonte Cruise
- Communications – Letter request from Faith Centre re 11th Annual Walk/Run 5K/10K

- Communications – Email request re 2017 Boy Scout Chicken BBQ’s at Talleyrand Park
 - Finance – Treasurer’s Report – December 2016
 - Finance – Voucher Summary – December 2016 - \$1,938,419.22
- Mrs. Dunne would like the letter request from Bellefonte Cruise removed. Mayor Wilson said on the request for the Faith Centre Walk should have the date of April 8th.
- Ms. Hombosky made a motion to approve the Consent Agenda with the Bellefonte Cruise letter request removed. Mr. Brachbill seconded the motion. A voice vote was unanimous.

Mrs. Dunne said the request regarding the Bellefonte Cruise is the same as in previous years but there will be an additional activity of a Soap Box Derby race on the Sunday of the Cruise weekend from noon until 6:00 p.m. on Allegheny Street. There is some uncertainty as to when PennDOT will begin the Route 144/150 project, which will entail a detour. If the work has begun it might complicate matters for the whole weekend. Mr. Stewart had suggested a meeting with PennDOT to discuss how the detour will be handled during this work. This could be approved conditionally. There is another area on their request referring to an ordinance regarding prohibiting pets, bikes, and skateboards. Mr. Brachbill said they were asked to take that out last year. Mr. Holderman suggested a Resolution instead of an Ordinance.

Mr. Brachbill made a motion to approve the request on condition of any road work going on. Ms. Dickman seconded the motion. Ms. Tosti-Vasey wanted to amend the motion to state they will handle the parking, bike and skateboarding issue like last year, but not by ordinance. Mr. Brachbill said it was just a request on their part, nothing Council has to act on. Mrs. Dunne recommended leaving it in and discuss it with the Cruise Committee because it says declare the Cruise Area a parking area. A voice vote was unanimous.

REGULAR AGENDA

COMMUNICATIONS

WRITTEN

- Letter and email from the County providing an update on the 2015 CDBG Contract – the project is the Fire Suppression Systems in downtown historic buildings. The Borough would like to have three years of funding before the project begins. Mr. Holderman thanked Matt Milliron and Sue Hannegan for their work on this.

- PSAB 2017 Annual Conference Information – The conference will be held in Hershey May 7th – 10th. Interested Council members should contact the Borough office.

- Email from N. Levin regarding Dallas Clayton Mural Proposal – Mrs. Dunne said if any Borough Council members feel this should be pursued they should email her, Mr. Holderman or Mr. Stewart.

- A letter from the Centre County Board of commissioners regarding an optional \$5 on vehicles – They are asking for the survey to be completed. Mrs. Dunne recommended that Mr. Holderman and Mr. Stewart complete the survey. There will be a public meeting regarding this. The survey needs to be completed by March 1. Ms. Tosti-Vasey would like to see a list of the type of projects that could be funded by the \$5 fee. Mr. Brachbill said there is no guarantee that the money would come to Bellefonte...it will be used in the County somewhere.

- A letter from S. Leach regarding dogs – Residents are reminded to clean-up after their dogs. There is an ordinance regarding this. Ms. Hombosky asked if BelleKey put receptacles with bags around town. Mr. Holderman said the Borough purchased bags and containers for the parks. Mr. Holderman suggested purchasing one and putting it on a pole near the Brockerhoff.

- An email regarding the Streetlight Rate Increase – Craig and Matt are going to purchase three LEDs and see if that is equivalent to what is currently used. This would save a good deal of money. Ms. Tosti-Vasey asked if the LEDs that are used in the Historic District have the aura of the old historic lights. There is a free webinar on Wednesday.

- A letter request from the Centre County Library requesting a donation to support a Summer Reading Program. Mrs. Dunne referred this to the Finance Committee for review and recommendation.

- A thank you letter from the Centre County Library for the donation.

- FYI – an updated list of Council Members and Committees is in the packet.

- Emails from Kevin Clark giving his resignation from Council and the Borough Authority effective immediately. Council has until March 6 to fill this position.

Mr. Brachbill made a motion to accept the resignation of Kevin Clark, South Ward, from Borough Council. Ms. Tosti-Vasey seconded the motion. Mrs. Dunne said she is sorry that Mr. Clark has resigned. Council will try to fill his seat with someone who will do an equally good job. Mr. Brachbill said it is discerning to have so many resignations. Mr. Holderman will have it advertised on the Borough website. A voice vote was unanimous.

Mrs. Dunne announced there is a vacant seat. Any resident from the South Ward interested in serving on Borough Council should submit a letter of interest and a resume to the Borough Office. All applications need to be in by Friday, March 3. A letter of thanks will be sent to Mr. Clark for his service on Borough Council.

- A memo regarding Ralph Stewart and the PA Rural Water Association Conference in Washington, D.C., today through Wednesday, February 8. He will be back in the office on Thursday, February 9.

- An email regarding a New Fluoridation Funding Opportunity – Mr. Stewart forwarded this to the Borough Authority.

- FYI – There is an article from the Lock Haven Express regarding the Liberty Swing.

- PSAB Resolution Opportunity – If anyone on Council has a resolution they would like submitted the deadline is March 7. There is an example in the packet regarding a prevailing wage issue.

Ms. Tosti-Vasey sent an email to PSAB regarding having a member of Council on the Resolution Committee. They told her the appointment needed to be made by the Regional Board. Mr. Holderman will call PSAB and ask about this.

- A letter at the table that was drafted by Ferguson Township to the Department of Environmental Protection to transfer a chipper to Bellefonte Borough. Bellefonte is very thankful to Ferguson Township for taking this initiative and getting in touch with the Borough for this opportunity. If it works out Bellefonte will take possession of this in the next month or two.

- The PSAB Webinar listing is at the table for Council members to review. Council members should let the Borough Office know if there are any webinars they would like to see.

ORAL

- Andrea Murrell – Presented a PowerPoint Presentation. Andrea is an employee of Clearwater Conservancy and is launching a summer program called “Centered Outdoors” that is scheduled to launch in June 2017. The goal is to encourage healthy people, healthy places and healthy non-profits. They plan to engage the community through nine guided adventures around Centre County in interesting locations. Clearwater knows when there is a greater appreciation for places we live in you are more likely to protect them for generations. She hopes that Talleyrand Park would be a premier destination for this program. There will be a very interactive and complete website and a mobile app that will encourage people to sign up for this fitness challenge. At the end of summer there will be a huge wrap up event to celebrate accomplishments.

There will be two events each week of summer beginning June 11. The program will conclude August 20. There will be a kick-off event. There is an event each Sunday and Wednesday at a set time.

Clearwater is working with a lot of partners to make this possible along with the grant they received. They hope thousands of people register for the program and participate in the reward system.

They are working with Mount Nittany Health and Centre Moves to think about having a prescription program in place so physicians might write a prescription to their patients to attend one of these locations.

The dates chosen for Talleyrand Park were July 16 and 23. July 9 could work also.

- Kevin Lloyd, Big Spring Spirits – Tasting Trail Event in Talleyrand Park – The Central PA Tasting Tour Trail is twelve member companies. The key point is that four of the twelve are Bellefonte companies. This was born out of the Visitors Bureau. They became incorporated last month as a non-profit. At Big Spring Spirits this brings a lot of business to their place.

The purpose of the trail is to promote their business. For revenue they do two things. One is to sell passports. It has all twelve companies in there. A participant pays \$35 and would get a passport. When you go to each company you get a stamp and if you visit all twelve companies within a year you get a unique hooded sweatshirt with all the logos on, which is something you cannot buy. At each location you get something free. The other way to make money is events. The first event was held in the fall at the Boalsburg Fire Hall. There were approximately 300 attendees. They charged \$10 and people could come and taste everything and then purchase by the bottle or glass. There was a band and a couple food providers.

They would like to have a spring and fall event. They would like to have an event in the Bellefonte area, which is what he wanted to talk about. They talked about doing something with the Cruise. He talked with Pat McCool about it and he was very enthusiastic about it. He suggested Saturday, June 17, from 4-8 p.m. while the Cruise is winding down and there is still a captive audience in Bellefonte. He would like to investigate the possibility of having it near the Veterans Bridge. They would have all twelve members of the trail at the event. You would pay \$10 and be able to taste anything there and then purchase by the glass or by the bottle. They would like to have music and several local food vendors. This would help promote Bellefonte, Bellefonte businesses and the Waterfront area. They want everything to be controlled. Each attendee would pay their money and get a wrist band after they showed ID to prove their age. They would establish a perimeter. They would remind people that any open beverages would have to be consumed on site.

Ms. Tosti-Vasey said the park ordinances do not allow alcoholic beverages, although the Waterfront property itself is not park property. Mayor Wilson said in the past the Arts & Crafts Festival has a reception where they could serve drinks for invited guests. Mr. Holderman said Council made an exception. Ms. Hombosky felt on the Waterfront sidewalk would make it easier to enforce the wristbands. Ms. Dickman felt the grass area of the Waterfront area would be better than Talleyrand Park. Currently the IDA owns that property.

Mr. Lloyd will be talking to the Cruise Committee on February 20. He would like an answer from Council by the March 6 meeting. Mayor Wilson suggested possibly partnering with the Arts & Crafts Festival rather than the Cruise. Because of date changes, the attendance by artists has been down and they are looking for something to bolster the festival.

SPECIAL COMMITTEE REPORTS

- Centre Region COG Public Safety Committee minutes were in the packet from the January 10, 2017, meeting.

MAYOR'S REPORT

- Mayor Wilson thanked Jim & Gay Dunne for inviting him to the Nittany Valley Symphony on January 29. He said it is a great organization and we should be thankful that we have a symphony in this area. It was awesome. They performed in the Bellefonte High School Auditorium and will be there again on February 26. It is a family concert and geared on an educational level for families. For more information go to nvs.org.

- Mayor Wilson met with some individuals who are reigniting an old effort that has been around since 1998 when they approached Graymont Lime to try to open the quarry lands at the end of East Linn Street. An environmental engineer is involved in this as well as some people that own rock climbing businesses. There is a vehicle to have this done and there is some buy-in from that group, which is called the Access Fund Group. They are lawyers who donate their time to work with abandoned quarry lands to return to public lands. It is in Spring Township and borders the Borough. It would be an economic asset to the community to have this happen.

- Mayor Wilson reported on the investigation of the feral cat situation that was brought before Council several months ago. In certain areas of town there are quite a few feral cats. Mayor Wilson has been in touch with the Hundred Cats Organization and Paws and asked them if they would do a presentation to Council at one of the workshops. They will talk about the TNR Program (Trap, Neuter and Return Program). This is the successful way to take care of feral cats. Mr. Brachbill asked if there would be a need to license cats. Cats that are neutered have their ears clipped. Mayor Wilson will continue to work on this until a decision is made on how to handle this.

- Ms. Tosti-Vasey said about two weeks ago she and her husband were walking through Talleyrand Park. When they came up to the large bridge that crosses the stream they noticed that the brick walkway had been vandalized. Some of the bricks were in the stream and some were lying down near the wall. They picked up the three bricks and put them back in so people wouldn't trip over the hole. She then left a message with Mr. Stewart and Karen. Karen said she would get the crew out and let them know there was a problem with it. When they went back the next day it had been completely repaired. All the bricks were in place and there was cement edging where the bricks had been pulled so no one could trip over it. She wanted to thank the Police Department, Karen, Ralph Stewart, Borough Manager and the office for taking care of that so quickly.

- Chief Weaver was at the meeting to answer questions. Mrs. Dunne asked if there is a resident who doesn't know which police officer is assigned to their area they should email Chief Weaver.

- Mr. Brachbill gave a thank you to Sergeant Holliday for dealing with some concerns a community member had.

OFFICE OF COMMUNITY AFFAIRS

ZONING/PLANNING

HARB

- None.

CERTIFICATES OF APPROPRIATENESS

- None.

BUILDING AND PROPERTY – Ms. Dickman said on January 31 she and several other Council members met with Todd Smith and Brian Miller of the ELA Group. They reviewed the RFP requirements, the site locations and details. They looked at critical stakeholders around each parking lot. The Borough expressed interest in parking meter systems similar to that in Lancaster and State College, but also voiced that they are open to other ideas. They stressed the importance of preserving the overall spaces and also focusing on storm water management in both parking lots. Pending feasibility one or both lots are to be completed by the end of November. The Borough and ELA Group will be working together in the coming weeks to notify any of the stakeholders or property owners that should have an interest in either parking lot and have them at the February 20 Council meeting for Public Comment and Review. Mrs. Dunne announced there will be a stakeholders meeting for property owners and residents around parking lot A, which is on the corner of Howard and Allegheny Streets. They will be notified and invited to come before February 20. The other parking lot is H, which is the CVS parking lot. Stakeholders from that lot are invited to the meeting also.

FINANCE AND GOVERNMENT PERFORMANCE – Mrs. Brown reminded Council members that there is finance information in the packet to review.

PARK AND RECREATION – Ms. Hombosky reported that two dates were submitted to Andrea Murrell from Clearwater Conservancy.

- The Waterfront sign has been approved with one minor change. It is hoped that it will be installed soon. Mr. Brachbill would like to see the signage.

- The Committee is still searching for the best location for the Liberty Swing. The space needed is 24' x 31'. Ms. Hombosky will contact Liz from the Rotary Club and schedule a site visit.

- Ms. Hombosky would like to have Ryan come back in the spring. They walked through Talleyrand Park in the late fall to identify trees. She would like to do the remainder of the park to identify trees that need to come down. He is with the State Tree Inspection Department.

HUMAN RESOURCES – Ms. Tosti-Vasey announced that the Mechanic vacancy was advertised in the Sunday edition of the CDT. The applications are due March 6. This is also advertised on the Borough website. Applications can be downloaded from the website or picked up from the Borough building.

- They are still working on the Police Contract. Mr. Holderman said they are trying to get one more meeting scheduled with the Police Association. They also received a letter from the Borough attorneys. They will need to begin putting together the information for potential arbitration, if that is the direction it goes in.

- There will be a meeting in the next two weeks to discuss the Nepotism Policy and finalize the ABC application form. ABC stands for Authorities, Boards and Commissions. They are trying to get a pool of people who are interested in particular parts of municipal government so that when there is a vacancy they can pull from this.

SAFETY – Mr. Brachbill reported there were two meetings on January 26: the Fire Protection Task Force and the Fire Department Executive Committee. The minutes are in the packet. The Task Force talked about recruitment, marketing and funding. It was all discussion. Mr. Brachbill said anybody interested in participating in the Fire Department can either contact the Borough office or stop at one of the Fire Stations. There is a need for volunteers. There are also opportunities to assist the Fire Department in administrative areas.

Mayor Wilson said there is an article in the Lock Haven Express regarding the Mill Hall Fire Department. Mayor Wilson asked if Council was aware of legislation that passed that would provide firefighters with tax breaks. There is movement locally of that being used as an incentive. Mr. Holderman said the Fire Executive Committee is working toward that. The Fire Department needs to get Council information on numbers and criteria. Council can only do the incentive with Bellefonte residents. Benner Township and Spring Township would have to be on board with this also. Mr. Holderman said the goal is to get something implemented for 2018.

- Ms. Tosti-Vasey made a motion to accept the January 24, 2017, Special Council Meeting Minutes. Mr. Brachbill seconded the motion. A voice vote was unanimous.

- Mr. Stewart and Mr. Holderman put together a summary of the minutes and the points that Council made. They are trying to group the observations into Customer Satisfaction and Reporting. There are two years left on the agreement if going into the

automatic extension of it, but Centre Region Code could be asked to address the different points and maintain them as the code service for the next two years. At that time the second cycle of unit rental inspections would be finished and could move into a three year inspection cycle as discussed. The other option is to draft an RFP and there is a timeframe projected for how that would be done. There are a couple things that would be added to the original RFP.

Mr. Brachbill would like to add to the options if an inspector comes down to do an inspection and signs off on it that the next inspector should not have the authority to change it. Mr. Holderman recalls that Mr. Schneider didn't say the inspector approved it. He said the person doing the inspections is human and misses things and when the next inspector comes in he may see something that was overlooked and they felt an obligation to point it out. It could be stated that it is preferred that the same inspector does the inspections. Mr. Brachbill would like to see things worked out with them. He feels it would be better time spent. There may be customer service issues that can be dealt with, but they have not been negligent in administering the code, and he feels that is more important at this point. Mr. Johnson said the Property Maintenance Code is the code and whoever is doing it needs to abide by those rules and Centre Region Code is doing that, and they have done that very well. He feels Council owes the community the opportunity to see what other services are there, and if there isn't a better service then the contract continues in June 2016 with no interruption of service. Nobody is pointing a finger at Centre Region Code.

Mr. Johnson made a motion to draft and modify the existing request for proposal dated February 2014 for the Uniform Construction Code Inspection Services Rental Housing and Commercial Building Inspection Services with the addition of the cost broken down for each service and customer service and public education requirements that are listed in the bullets. Ms. Hombosky seconded the motion. Ms. Tosti-Vasey felt Mr. Johnson asked to take the original contract and insert each of the bullets into a revision to the current RFP. Ms. Hombosky feels it needs to be in writing that Council requires all these things. She wants to know what specific things they are not willing to work on. She doesn't feel the issues with personalities can be fixed. Mrs. Dunne stated they initiated the courtesy call that Council requested. Mrs. Dunne stated perhaps there isn't an agency that can provide everything Council wants. Mr. Brachbill said Centre Region handles more areas than Bellefonte, and they don't seem to get the same issues in those areas. Mr. Johnson feels if it is voted not to do the RFP, Council should invite residents, contractors, inn keepers, and property owners to a work session, with Centre Region Code there, as a fact finding mission to discuss what can be done to make it better. Mr. Brachbill reiterated he would rather spend the energies to fix what is wrong. The schedule is tentative. It is something the Borough developed.

A roll call vote was done: Johnson-yes; Tosti-Vasey-yes; Brachbill-no; Brown-yes; Dickman-no; Dunne-no; Hombosky-yes. The motion passed with four yes votes and three no votes. This will be finalized at the next Council meeting.

Mr. Brachbill questions a conflict of interest with anyone on Council that owns rentals and voted. Mrs. Dunne asked if there are any conflicts of interest that should be stated. Mr. Johnson owns rental property. Mr. Holderman will contact the Borough solicitor to get an opinion on this.

WATER/SANITATION – Mr. Holderman reported the committee needs to get together and discuss the feasibility of a fee for commercial tree cutting services that are bringing a large proportion of material to the composting site.

STREETS – Mr. Holderman said there will be a meeting with Troy Knecht, the manager of the Mews Building to discuss the loading zone. They will get Mr. Johnson on a conference call to do that. Chief Weaver will be part of this meeting also. Mrs. Brown suggested having the manager of Dominoes at that meeting.

- Mr. Holderman reported the Borough is in the process of ordering 170 historic street signs. They will be installed over the summer.

- Ms. Tosti-Vasey said the permanent sign was installed above Dominoes. She felt the temporary signs attached to the fencing were to come down. Mr. Holderman said they are permitted to be up thirty days, but it has been longer than that.

ENERGY & ENVIRONMENTAL CONSERVATION – Mr. Holderman will be in touch with the committee as soon as the PSU Sustainability Project meeting date is set. It is tentatively set for Friday, February 10, at 10:00 a.m., but Mr. Holderman did not receive confirmation yet.

OLD BUSINESS

- Mr. Holderman wanted to make Council aware that the RFP for marketing the Armory and Waterfront property was advertised. The informational meeting has been moved to Thursday, February 16, at 2:00 p.m. in Council Chambers.

NEW BUSINESS

- Garden Genetics II is going out of business. Some of the parks staff and Mr. Holderman met with the Garden Club this morning to discuss some alternatives to get the downtown planted this spring. They will continue working on this. Mr. Holderman thanked the members of the Garden Club for getting on this early and for their continued volunteer support to helping the Borough. Mrs. Brown heard they aren't going out of business, but they lost a large contract and had to lay a lot of people off so they don't have the manpower to do it.

Mayor Wilson mentioned finding a corporate sponsor. The flowers need a place to grow. They mentioned talking to Woodrings to see if there was a place in their greenhouse for the flowers to grow. In the past the Borough has paid between \$2,000-\$3,000 for the flowers.

Mrs. Brown said another option is contacting CPI and their horticulture class.

- Ms. Tosti-Vasey made a motion to pass Resolution No. 02062017-1, which is a banner for Relay for Life. Mr. Brachbill seconded the motion. A voice vote was unanimous.

- FYI – Flashpoint is the Borough IP provider. Dave Gibbons, who was one of the owners, bought out the other owner and is the sole proprietor of Flashpoint.

PUBLIC COMMENTS

- None.

ADJOURNMENT

- With no other business to come before Council, Mr. Brachbill made a motion to adjourn the Council Meeting of February 6, 2017, at 9:45 p.m. Ms. Dickman seconded the motion. A voice vote was unanimous.