

**BELLEFONTE BOROUGH  
COUNCIL  
MEETING MINUTES**

**April 17, 2017 7:30 p.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**5:30 p.m. HR Committee Meeting**

**6:30 p.m. Work Session**

- **Keystone Inspection Agency – 30 minutes**
- **Centre Region Code – 30 Minutes**

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**CALL TO ORDER:**

The regular meeting of the Bellefonte Borough Council was called to order by President Gay Dunne at 7:30 p.m.

Pledge of Allegiance was followed by a moment of silence.

**ROLL CALL:**

**MEMBERS PRESENT:** Gay Dunne  
Joe Beigle  
Randall Brachbill  
Melissa Hombosky  
Doug Johnson  
Joanne Tosti-Vasey  
Taylor Lake  
Mayor Tom Wilson

**MEMBERS EXCUSED:** Renee Brown  
Courtney Dickman

**OFFICIALS PRESENT:** Ralph Stewart, Borough Manager  
Don Holdeman, Assistant Borough Manager

**GUESTS:** Barbara Scordato  
R. Hampton, Keystone Inspection  
Anne Walker  
Dennis Shawley, Soap Box Derby  
Sharon Shawley, Soap Box Derby  
Joseph Shawley, Soap Box Derby

Alan Uhler, Soap Box Derby  
Samantha Uhler, Soap Box Derby  
Tim Duragko, Soap Box Derby  
Gale Duragko, Soap Box Derby

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**CONSENT AGENDA:**

(The following items listed on the Consent Agenda are considered 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 the April 3, 2017 Meeting Minutes
- Communications –Request from the Chamber of Commerce re: Croquet Tournament
- Mayor – Police Report
- Mayor – Police Exonerations
- Finance – Voucher Summary March 2017: \$1,005,728.80.
- Finance – Treasurer’s Report March 2017

Minutes were pulled and revised.

**Ms. Tosti-Vasey moved to approve the Minutes of the April 3, 2017 meeting as revised;**  
**Mr. Brachbill seconded the motion;**  
**Motion carried.**

**Mr. Beigle moved to approve the Consent agenda items, minus the minutes;**  
**Mr. Brachbill seconded the motion;**  
**Motion carried.**

**REGULAR AGENDA:**

**COMMUNICATIONS:**

**Oral:**

Tim Duragko addressed Council. He is with the Dubois All American Soap Box Derby, accompanied by Joseph Shawley and Samantha Uhler. They thanked the Borough Council for assistance in making a race possible and invite members to attend the race. The race will be held on Saturday, April 22, 2017. Opening Ceremony at 8 a.m. shortly thereafter followed by the start of racing. Racing will continue to Sunday till approximately 5 p.m. Over 30 racers are registered to attend, including racers from Connecticut, New Jersey and New York, among other states. Borough staff was thanked for their assistance in making the race possible. Local businesses were also thanked. The

Mayor and the Council Chair are invited to say a few words at the opening ceremony. Mr. Uhler indicated that if there are any questions during the race, race officials can be easily identified by their uniform. Mr. Uhler reiterated gratitude to the Bellefonte Borough, council and staff.

The race is held on Allegheny, with the starting line near Allegheny and Linn Street. Finish line is just before Howard Street, near the library. PennDOT has offered a grace period of up to 7 p.m. to clean up everything. Street closing details were discussed briefly. The church on the corner has been accommodated.

Council thanked the Mr. Uhler for bringing this opportunity to Bellefonte.

**Written:**

***Old House Fair 2017***

Information on the Old House Fair which will be held April 28 and 29<sup>th</sup> at the Match Factory. Registration information was provided as well.

Email: [info@centrecountyhistory.org](mailto:info@centrecountyhistory.org)

***Email re: Low Pathogen Avian Influenza Detected at Talleyrand Park in January***

Information on the ducks in the park testing positive for a low path Avian flu. Suggestions include not feeding the ducks and children around the ducks should wash their hands, or anyone with immunity health issues. Home poultry can be affected as well.

Mr. Beigle suggested a special committee appointment to deal with this issue. He also strongly suggested that NO FEEDING DUCKS signs should be put out immediately. The original recommendation was not to feed the ducks. This was before the virus was detected. Ms. Dunne recognizes that there is a potential for a more serious outbreak and she believes that more information is needed so that Council fully understands the impact of this disease. She would like to invite the veterinarian that made the recommendation to speak to Council about the disease. Mr. Beigle reiterated the urgency of the signage being installed immediately. Ms. Dunne had no objection to the signage.

Mr. Brachbill agreed with Mr. Beigle. The information that was provided also provided signage relative to other things not to do around the ducks, i.e. handling the ducks. The original recommendation before this study was even complete was NOT to feed the ducks. This was before the presence of the virus. Ms. Dunne believes that this is not something that is going to go away. She does not object to signage saying not to feed the ducks but she feels personally, that Council needs to understand the whys on a broader scope.

Ms. Tosti-Vasey inquired about the signage in the motion, due to the Borough Ordinance allowing feeding the ducks. However, the ordinance can be changed. The wording of the

signage was discussed – feeding the ducks is discouraged due to the presence of Avian flu. People not reading signs was discussed, and the amount of language on a sign was discussed. Too much information on a sign can be ineffective. Mayor Wilson believes that the signage at the wall for no fishing is too busy and prefers for it to say NO FISHING FROM THE WALL. He believes the most effective way to prevent duck feeding, is to get cards printed up and have either the police or volunteers to go down and pass them out at the park. The cards would explain that feeding the ducks is harmful to the ducks and there is a possibility of Avian flu, and please do not feed the ducks. Word will get out thru the media and through conversation.

Ms. Hombosky would like to have someone come speak with Council just so everyone understands everything, echoing Ms. Dunne’s suggestion.

Mr. Brachbill stated that the duck population cannot be controlled and this disease may spread. He thinks that signage needs to be put up to make people aware. Ms. Dunne indicated that it is her understanding that the virus is not transmitted to the duck eggs.

Mr. Holderman indicated that it is his understanding that there are fifty other locations where the testing is being done. Twenty-two locations tested positive for the low level strain of avian flu. No duck feeding is strongly recommended.

Variations of signs were discussed. Mr. Holderman said that the signs could be ordered and delivered.

Ms. Hombosky interjected that she did not think the signs would get to zero feeding because Bellefonte was known for ducks and feeding them at the park. Written materials to be handed out at the park were also encouraged. Ms. Tosti-Vasey suggested replacing the half torn down sign at the extension park with an informational sign about the ducks and the flu.

**Mr. Beigle made a motion to get the signage up at the park that says NO FEEDING THE DUCKS immediately;**

**Mr. Brachbill seconded the motion.**

**Motion carried unanimously.**

**Ms. Tosti-Vasey would like to have the motion amended to have the second (informational sign) sign;**

**Mr. Johnson seconded the motion;**

**Motion carried unanimously.**

*Watershed Stewardship Award* – Information from the Clearwater Conservancy Newsletter re: watershed stewardship award that the Talleyrand Park Committee had received. Congratulations were offered

***Promoting C-Net Programming*** – Flyer from C-Net which can be added to the website to make the schedule available to the public. Suggestion was made to add a C-Net icon to the website for ease of use.

***Letter from PA State Historic Preservation Office re: Grant for HARB 2018 Old House Fair*** – grant received for HARB relative to funding an assistant and the Old House Fair for 2018. Begins August 1 and goes through July 31, 2018. It will pay the 2018 fees for 2018 Old House Fair Harb Members admission.

***Talleyrand Park Request from State College Downtown Rotary*** - Application is being made to use the main area of the park for an obstacle course on Sunday, May 21, 2017. A schedule of events is included in the paperwork at the table. It will be over by 4 p.m. Ms. Hombosky noted that it is a networking strategy to get more people interconnected with Bellefonte business from State College. This is an obstacle race. They have not reached out to other Rotary groups and then plan on it once the date and location are set. The course will not harm the location in any way and it will be cleaned up afterwards. This is a new event.

**Mr. Johnson moved to approve the date and event;**  
**Mr. Brachbill seconded the motion;**  
**Motion carried unanimously.**

***YMCA*** – wants to place memorial flags in honor of veterans during the month of May. Since there is no green space with the Y they are looking at requesting the use of the green space at the edge of the Veterans Bridge. They will be the small flags.

**Mr. Brachbill moved to approve the request of the YMCA;**  
**Mr. Johnson seconded the motion;**  
**Motion carried unanimously.**

***ELKS FLAG DAY CEREMONY*** - The Elks Club is requesting permission to have their annual Flag Day Ceremony in Talleyrand Park on June 14 at 6:30 p.m.

**Mr. Brachbill moved to approve the request of the Elks;**  
**Mr. Johnson seconded the motion;**  
**Motion carried unanimously.**

**ADDITIONAL ORAL COMMUNICATIONS:**

Ms. Barbara Scordato from 428 W. Wilson Street addressed the Council relative to paper alleys and streets. Mr. Stewart advised her of the public advertisement to let people know that the process has been started to claim ownership of one of these paper streets. She indicated that at Wilson and North Monroe is Church Alley and is a paper alley and she is concerned about a project that needs access off the alley but she is apprehensive if she is then told that she cannot have access. The area is used by homeowners, neighbors, walking, vendors, tree trimmers, and there is a sewer line. Mr. Stewart indicated that

because there is a main sewer line at that area, the Borough would step in and prohibit that paper alley to become private. Although anyone can start the process of acquiring the alley, the Borough would side with keeping it open to the public because of the utilities in that right of way. At the bottom of Wilson and Beaver there was another paper alley that went down to the quarry and Ms. Scordato thought that the Borough just signed off on it. Ms. Stewart indicated that it was advertised publicly and the solicitor was consulted as well as residents. Ms. Scordato was also concerned about property values going down due to not being able to access a back yard. She would like to see the homeowners obtain an easement as well if the paper alleys and streets are acquired by third parties. Mr. Stewart explained that the current solicitor stated that the Borough does not own these paper alleys and streets. Codes change over time and interpretations shifts as well. Ms. Scordato is interested in trying to keep the alley open for the homeowners. Mr. Brachbill indicated that if over 50 percent of abutting property owners to agree to keep the alley open, there is a process to ordain the street or alley with Borough maintenance. Utility easements would be protected because of a public utility.

**Special Committee Reports:** None.

**Mayor's Report:** Sergeant Holiday was present but had nothing to report. Ms. Tosti-Vasey wanted to thank the police department for sending representation to the Sexual Assault and Child Abuse presentation at the courthouse last week.

Mayor Wilson reported on the Easter egg hunt that took place this past Saturday. Approximately 4,000 people were present. He thanked Mary McBurchen and her crew for once again doing probably one of the most popular events in the Borough.

The Bellefonte to Milesburg trail proposal and feasibility study has launched some interest from PSU's Department of Civil Engineering. There is a class that is doing a study on that and also doing proposals for part of their grade. Mike Bloom, Jake Shuster and Mayor Wilson participated in a panel with the class last Tuesday. They are invited back.

This coming Saturday, the Bellefonte Lions Club will be selling ribs on the diamond.

**Office of Community Affairs:** Nothing to report.

**Zoning/Planning: Willowbank Plaza – recorded May 11, 2016.**

Mr. Stewart discussed this plan. It was reapproved on the above date and was originally approved in 2010 or 2011. HARB asked about this plan at their last meeting. A certificate of appropriateness had been renewed on March 20, 2016. All that information was put in the packet for informational purposes.

Ms. Dunne indicated that perhaps signage would need to be approved in the future. Ms. Tosti-Vasey indicated that she understood that because there was no change to the plan, the Certificate was still active. Any signage will have to go through HARB.

**HARB:**

Nothing to report. Minutes were received.

**Building and Property:**

Mr. Stewart discussed the CATA request to use the armory site for parking out of commission busses over the summer during construction at their garage. The committee considered it. This was discussed at the IDA meeting as well. A maintenance agreement (cut grass and re-seed) in exchange for use of the grounds was suggested. As long as it was a win-win situation there were no objections. Mr. Brachbill indicated that the advertisement wraps may be an issue at the armory site. This will need to be addressed.

**Mr. Beigle moved to approve the CATA arrangements made with the IDA with the advertisement on the busses not visible from the public right of way and that the grass is maintained with reseeded of any damaged property;**

**Ms. Tosti-Vasey seconded the motion;  
Motion carried unanimously.**

Ms. Dickman has requested a special meeting of the Building and Property Committee.

Ms. Tosti-Vasey announced that after the last meeting, a DEP meeting was attended on electrical vehicle charging stations. She attended the meeting at the Turnpike Commission Building in Harrisburg last Thursday. Bellefonte was the only small borough in PA present at the meeting. There are two strings of funding available but not immediately for Borough's the size of Bellefonte. The ZEP that was mentioned earlier is funds from the Volkswagen settlement. Larger cities like Philly are eligible first then it trickles down to smaller municipalities. PA has been given relief through a mitigation fund for diesel issues. They are in the process of certifying a state agency to handle those funds. This will happen in the next few weeks and at that time information will be sent out. If charging stations are considered during current construction, installation of infrastructure is suggested so that it is in place when the funding comes through.

**Finance and Gov't Performance:** No report

**Parks and Recreation:** Ms. Hombosky reported that last Thursday a meeting was held at Governor's Park regarding where the swing will be placed. This will be right across from the current playground. The funds were transferred to the Borough. The invoice is ready to be paid. All of the funding is lined up.

pickle ball court was lined. Thanks to Randy Hoffman for taping the lines off. Waterfront signs are not completed yet but will be shortly. It is ready for play.

**Human Resources:** Ms. Tosti-Vasey reported that one personnel issue was dealt with. The nepotism policy was reviewed. Information was received from the labor lawyer and everything should be able to be presented at the next meeting. Request to have information before the meeting for review. Police contract was signed this evening. Raises will be retroactive to January 1. Part Time police officer position was discussed. Topic will come up at the next Council meeting. Chief Weaver may want to make a presentation. Budget numbers are requested.

Three positions have been closed and the Borough received two applicants for the HARB, one for Zoning and four for Bell Key position. Interview doodle pool will go out. A committee assessment is customary, per Mr. Stewart. The Bell Key board will also be involved in the interview process. Bell Key is something to move ahead with and the other two positions can hold off on to get scheduled out.

**Safety:** Mr. Brachbill presented draft COG Safety Committee Meeting Minutes from 2-14-17. March 2017 Code stats report was presented. The Borough is looking for an overall COG Code inspection report in a month. A report would be expected, per Mr. Brachbill. Council can request an up to 2% audit. The job is being done but a report would be nice, as asserted by Mr. Johnson. Ms. Dunne is unsure if Keystone would provide monthly reports.

**Water/Sanitation:** Mr. Beigle presented the draft minutes of the Water Authority dated April 4, 2017 and the daily withdrawal report of March 2017. Corrections were noted on the report.

**Streets:** Mr. Johnson reported on the streets. Trash pickup was questioned. The robo-call system was in questioned. Mr. Stewart said calls went out Monday evening. Rounds will still be made this week, weather permitting. Street sweeping is ongoing until the end of the week. This may be re-routed if needed.

Webinar is being offered on the 19<sup>th</sup> from noon to 1:30 p.m. regarding the many roles of the Code Enforcement Officer.

**Energy and Environmental Conservation:**

Ms. Lake reported on the PSU Sustainability Expo 4-24-17 at the State College Borough Building. Engineering students will be presenting their projects. Time is on their website.



**OLD BUSINESS:**

**Funding of the Pedestrian Bridge at Talleyrand.**

Mr. Holderman discussed funding of the pedestrian bridge at Talleyrand briefly. This would grant ADA accessibility on the train station side to the other side of the park. A few options were presented - looking for at least another \$100,000 to put the whole project out to complete. There are two options; modify the 2015 CDBG funding and change the project to this project and then put it out; or use the bulk water funds for this project. A third option is to do half the project and wait until a grant is acquired later on down the road.

Mr. Beigle though there was another option to use water funds and meet with the finance committee. Mr. Holderman indicated that a meeting was held and that fund now sits at \$275,000 to \$300,000. Mr. Beigle recalled making a motion to move forward with this option. Sprinkler funding was also discussed relative to repurposing it for this project. Mr. Holderman explained that since the County is administering the Borough's project for the fire suppression system, it is under provisional status. If it is the direction of Council for the project to move forward, Mr. Holderman indicated that he would start writing the RFP as if the entire project will go forward.

**Mr. Beigle moved for Mr. Holderman to prepare the RFP for completion of the entire project;**

**Ms. Tosti-Vasey seconded the motion;**

**Motion carried unanimously.**

Ms. Dunne recalled that the prior motion was dependent on the finance committee's review.

**Deed of Dedication**

**Mr. Beigle moved to approve the Deed of Dedication related to the consolidation of the Gamble Mill property;**

**Mr. Johnson seconded the motion;**

**Motion carried unanimously.**

**NEW BUSINESS:**

**Resolution No. 04172017-01 regarding the Banner for Bellefonte Cruise**

**Mr. Beigle moved to approve Resolution No. 04172017-01;**

**Ms. Tosti-Vasey seconded the motion;**

**Motion carried unanimously.**

**Appointment of Code Services Contractor**

Ms. Hombosky recommended waiting to make a decision until references and sample report are provided for review by Council from Keystone Inspection Agency and Centre Region Code. Report fees should also be provided.

**Ms. Hombosky moved to table the appointment of Code Services Contractor;  
Ms. Tosti-Vasey seconded the motion;  
Motion carried unanimously.**

**Logan Street**

Speed limits and stop signage were discussed briefly with regard to Logan Street. Mayor Wilson had concerns with this issue because there are children that play on that street. A stop sign used to be there but it is not there anymore. A traffic study would need to be done.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:**

**Ms. Lake moved to adjourn the April 17, 2017 Council meeting;  
Mr. Brachbill seconded the motion;  
Motion carried unanimously.  
Meeting adjourned at 9:15 p.m.**