

**BELLEFONTE BOROUGH COUNCIL MEETING  
AUGUST 4, 2014  
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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: Brachbill, Brown, DeCusati, Dunne, Halderman, Harvey, Spicer

Members Excused: Beigle

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

Staff Present:

Guests: Brian Walker; Sheila Stever; Michael Scott; Claudia Wilson; JoAnn L. Knupp; Richard Knupp; Mark Johnson; Sony Fletemake, Kevin Lloyd, Parvathy Hughes

**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 July 7, 2014 meeting minutes.
- Communications - Letter request re Street Closure for Neighborhood Party
- Communications - Letter request from Saint John Catholic School re Governor's Park
- Communications - Letter request from BAHS Department of Athletics re Governor's Park
- Communications - Letter request re 2nd Annual Antiques Fair
- Communications - Letter request re Fall Festival
- Mayor - Police Report June 2014
- Mayor - Police Exonerations June 2014
- Finance - Treasurer's Report June 2014
- Finance - Voucher Summary June 2014: \$875,042.36
- Finance - McQuaide Blasko Invoice

Mrs. Dunne made a motion to approve the Consent Agenda. Ms. Harvey seconded the motion. Mrs. Brown would like the minutes removed from the Consent Agenda. A voice vote was unanimous to approve the Consent Agenda with the July 7, 2014 Council minutes removed.

July 7, 2014 Minutes - Mrs. Brown noted the minutes did not indicate anything regarding a vote taken regarding the Keystone Coordinator. It is noted under the New Business portion of the minutes, but it does not indicate that a vote was taken.

Mrs. Dunne made a motion to approve the July 7, 2014 minutes as presented. Mr. Spicer seconded the motion. If there needs to be a correction it will be done at the next Council meeting. A voice vote was unanimous.

## **COMMUNICATIONS**

### **WRITTEN**

- Email and letter requests were received from the following residents supporting Kepler Pool: Shannon Lake; Lorin, Rick, Alex and Bailey Spangler; Paul Sciabica; and Amanda Dodson. Mr. Stewart reported Bellefonte has made the motion and is supporting the Kepler Pool funding project. It is going around the other municipalities in the Nittany Valley area seeking the same support.

Mr. Brachbill feels Council approved the supporting of the idea, but not financial support. Mr. Stewart stated the concept is supported by the Borough but the project has not been approved by the Borough. The Borough supports the "head tax" with the contingency that Spring, Benner and Walker support it also.

- Michael & Tara Immel, regarding a property at 121 East Curtin Street that they are purchasing. They are seeking a letter of support for a Zoning Variance Case that will come before the Zoning Hearing Board in September.

Mr. Immel addressed Council. They are purchasing the property behind their 105 East Curtin Street mansion. It is the Anna Kechleine property. It would become the carriage house to the mansion. It was originally built as a duplex and they would like to return it back to a duplex. He is requesting the Borough to write a letter of support. Mr. Halderman stated the change was made many years ago when all the big houses were being converted from single family residential to apartments and Council wanted to reverse that trend. Mr. Immel reminded Council that they took 105 East Curtin Street from seven units to one unit. Mr. Immel stated the lot size isn't large enough to be approved by zoning but they would be willing to wrap that property into their existing property to give it the needed acreage. The other problem is the proximity to the alley and they would need a variance. Mr. Stewart stated Council has sent a letter for previous requests. The property would be posted before the Zoning Hearing Board and it will also be advertised in the newspaper. Mr. Stewart stated the deed was reviewed and it was built as a duplex. The previous family reduced it to a single family use. After a year with the zoning you lose the right to go back.

Mr. Halderman turned this request over to the Building & Property Committee for review and recommendation.

- A letter from Anna V. Smith regarding the conditions of the Union Cemetery. She was unhappy with the condition.

A letter from Paul Badger, Treasurer, Bellefonte Cemetery Association was included. Mr. Badger's letter addressed the concerns of Mrs. Smith. They invited her back to examine the current conditions.

- A letter from Lisa Erickson, Library Director, Centre County Library & Historical Museum. Ms. Erickson thanked Bellefonte Borough for generous contributions over the years.

In 2014 Bellefonte Borough donated \$24,525.00. She requested the Borough maintain the current contribution rate or increasing it for 2015.

- A letter from Ed Geiger, Director, PA Department of Community & Economic Development, Center for Community Financing, Commonwealth Keystone Building, regarding the Community Development Block Grant program that the Borough has been using for many years. This program will be under the administration of the County in 2015. Bellefonte Borough will work with the County and see how that affects the Borough and what can be negotiated to do in-house.

### **ORAL**

- Mrs. Brown asked if the downtown event was rained out on Sunday, August 3. It has not been rescheduled.

- Kevin Lloyd, Boalsburg, PA, stated he provided the Certificate of Insurance that Council requested before they could have their grand opening of the Big Spring Distillery on Saturday, August 9. The grand opening will have three bands outside. Their product will be sold by the glass or bottle at the Match Factory. It will be sold at approximately thirty different bars and restaurants in Bellefonte and State College. Bonfatto's will help with the grand opening with some food. Their products are at least 50% Big Spring water. They will also have Big Spring Seltzer.

He thanked Council for helping them get their brewery going.

### **SPECIAL COMMITTEE REPORTS**

- Mr. Brachbill reported that the Nittany Valley Joint Planning Commission meeting was held on Thursday, July 17th, and was hosted by Marion Township. The meeting minutes were included in the packet. One topic of conversation was mini-cell towers popping up in communities. Mr. Brachbill felt the Borough should send this information to the Planning Commission to review. A company contacted the Borough to install towers.

- Gay Dunne gave a verbal report on the Fire Prevention Task Force Meeting that was held on July 31. The purpose of the meeting was to launch the implementation of the task force final report that was approved by Council in May. They examined some of the individual sub-committees proposed by the report and arranged to begin with four of the committees. The current taskforce will be the Steering Committee. Individual members will chair the four sub-committees and consider people to ask to serve on the sub-committee. The sub-committees will be: Education; Manpower/Marketing; Historic Preservation; and Funding. The next meeting will be held on September 25.

Mrs. Dunne feels there needs to be another member of Borough Council on the task force. The original composition of the task force was six members of Borough Council on a task force of ten. Currently there are three Borough Council members on a nine-member task force. The meetings will not be monthly and once the sub-committees are formed the meetings will be even less frequent. Mr. Holderman stated Mr. Brachbill and Mrs. Dunne are the Council representatives. Ms. Harvey volunteered to serve on the committee.

- Mr. Brachbill stated the Fire Executive Committee will meet on Tuesday, August 12, in Council Chambers to review the '98 Master Plan at 6:30 p.m.

## **MAYOR'S REPORT**

- Mayor Wilson read a proclamation honoring Charles Harold Fletemake, Sr., Entrepreneur. Mr. Fletemake retired recently and was very prevalent in the community. Mr. Wilson presented the proclamation to Charles Fletemake, Jr., his son; and Mark, his grandson.

- Mayor Wilson reported the 31st Annual Bellefonte Arts & Crafts Festival will be held in Talleyrand Park August 15 and 16. He asked Bellefonte citizens to support this event.

- Mayor Wilson reminded Bellefonte residents to keep their weeds cut.

## **OFFICE OF COMMUNITY AFFAIRS**

### **ZONING/PLANNING**

- None.

## **HARB**

- 1) 121-123 North Allegheny Street -
- 2) 110 South Spring Street - Window replacement; landscape elements
- 3) 117 North Allegheny Street - Signage
- 4) 133 North Allegheny Street, Bellefonte Art Museum - Fountain in the Courtyard
- 5) 177 East Curtin Street - Exterior Changes

Mr. Brachbill made a motion to approve all five Certificates of Appropriateness. Mr. Spicer seconded the motion. A voice vote was unanimous.

- HARB Draft meeting minutes from the July 8, 2014 meeting and the July 22, 2014 meeting are in the packet for review.

**BUILDING AND PROPERTY** - No report.

**FINANCE AND GOVERNMENT PERFORMANCE** - Mrs. Dunne reported the Finance Committee met before the Council meeting, but there is not a report at this time.

**PARK AND RECREATION** - Mrs. Brown informed residents there is tree cutting at Governor's Park. She reminded residents to be aware and cautious when driving out there.

- The Borough staff will be working with the Bellefonte Historic Railroad Society to extend the brick walkway next to the Train Station 30 feet. When train excursions happen this will enable everyone to get off from the train on a brick area rather than gravel.

- The MudSill work will begin on the wall along Spring Creek. A grant of \$12,000 has been received to do that. The Talleyrand Park Committee applied for this grant. MudSill is logs used to stabilize erosion along the creek bank. A small section has been done near the playground. This helps prevent erosion.

- Mrs. Brown stated the Talleyrand Park Committee asked about duplicate signs throughout the park. There will be a large Victorian made sign to fit the park that will say Talleyrand Park. After that sign arrives duplicates will be removed.

- Mr. Halderman stated they are painting the railway bridge and requested that residents stay away from that.

**HUMAN RESOURCES** - Mr. Spicer reported Mr. Stewart will be on vacation August 11th - 18th. Mr. Holderman will handle the day-to-day activities during that time.

- There was an Executive session for a personnel issue that needed addressed.

- The Bellefonte VFW 13 & 14-year old Teener League went to States and placed 2nd on Monday, August 4th. Mr. Stewart will send a letter of congratulations to them.

**SAFETY** - Mr. Brachbill stated the Fire Executive Committee will meet on Tuesday, August 12, at 6:30 p.m. in Council chambers to review the 1998 Master Plan for fire prevention

- The Bellefonte Borough Safety Committee draft minutes from the July 9, 2014 meeting are in the packet for review.

- Mr. Brachbill made a motion to approve Ordinance 08042014-01, which is the Local Unit Government Debt Act documentation for the loan for the Logan Fire Apparatus and Equipment. Mr. Spicer seconded the motion. This is the apparatus that was discussed at a previous meeting. A voice vote was unanimous.

**WATER AND SANITATION** - Mrs. Brown passed the wastewater treatment plant on Sunday, August 3, and the smell was very bad.

**STREETS** - There is a report in the Council Packet from a Streets Committee meeting that was held on Wednesday, July 16. The items in the report are what will be worked on in the upcoming weeks.

- The Committee noted that there are several alleys in areas where there is growth and the overall view of it is the new ordinance officer needs to get residents to take care of their property. Property owners are encouraged to trim their hedges and around the alleys. If the Borough has to trim, it will be severe. Mr. Stewart stated the code officer is out notifying residents about the brush that goes into lanes and alleys, and most people are complying.

- It was noted that a letter has not been sent to Mike Young, 246 West Curtin Street, regarding a written communications at the last Council meeting pertaining to overgrown trees, shrubs, vines, weeds, thorn bushes, etc., that are impacting both Church Alley and Shugart Alley.

**ENERGY AND ENVIRONMENTAL CONSERVATION** - No report.

**JUNIOR COUNCIL** - No report.

### **OLD BUSINESS**

- Harpster Property - 237 East Burnside Street - That property contained a house and out building. Both structures have been removed.

- Mr. Holderman provided an update on the Streetscape Phase II Timeline - The project began today and will run through October 24. There are three phases. The first phase will be

on West Bishop Street and will run from the corner where the Waffle Shop is located to the intersection of Allegheny and Bishop Street. The intersection will be done as the second phase. The third phase will be Allegheny Street from Cherry Lane to the Bishop Street intersection. Any property owners that want to install a line for a sprinkler system can have this done while the walk is dug up; in addition to downspout issues. Ms. Dainty hand delivered a letter to all the business owners within the past week. The process should not impact the Arts & Crafts fair. PennDOT has a full-time inspector on the job, they have flaggers, and the roads will be marked throughout the whole project. Any Council member is welcome to go down during the project. They just need to stop at the Borough building and get a hard hat and vest, which are required. There will be some inconvenience for the next 60-70 days. Everyone is encouraged to be patient.

- Mr. Brachbill stated an issue that came up during the Fire Executive Committee is that the latest project for a street closure was not brought before the Fire Chief. Staff is encouraged to remind people to check with the Fire Chief. Fire Police are volunteers. The calendar is checked for conflicts.

### **NEW BUSINESS**

- The 2013 Audit Report was at the table for review. Mrs. Dunne requested Council members read it and address any questions or comments to her.

- Refuse pickup will change for the Labor Day holiday. Refuse normally picked up on Monday will be picked up on Wednesday, September 3.

- Mrs. Dunne made a motion to approve Ordinance 08042014-02, which is an ordinance of the Borough of Bellefonte amending the Codified Book of Ordinances, Chapter 307 Flood Hazard Areas. This is for the new flood insurance rate map effective January 16, 2015. Mr. Spicer seconded the motion. A voice vote was unanimous.

- Mr. Brachbill made a motion to accept the Flood Map change. Mrs. Brown seconded the motion. A voice vote was unanimous.

- There are new insurance rates with the Hartman Agency for the Borough. The calendar year is August 1, 2014 to July 31, 2015 for insurance coverage renewal. The Finance Committee will review this.

- Mr. Spicer made a motion to appoint Randy Brachbill, Kent Addis and Dave Provan to the Civil Service Commission. Mr. DeCusati seconded the motion. There is not a conflict with a Borough Council person serving on the Civil Service Commission. A voice vote was unanimous.

- Mr. DeCusati made a motion to cancel the August 18 Council meeting. Mr. Spicer seconded the motion. It was suggested with a new Council member coming on it would be a good time to have a meeting when things are slow. A roll-call vote was taken: Brachbill-no; Brown-no; DeCusati-yes; Dunne-yes; Halderman-yes; Harvey-yes; Spicer-yes. The motion passed.

- Mr. Beigle was contacted by telephone and placed on speakerphone during the vote for the Council vacancy.

Nominations were taken for the North Ward Council vacancy. Mr. Halderman explained the process. Mr. DeCusati nominated Sheila Stever for the Council position. Mr. Spicer nominated Brian Walker. Mrs. Dunne nominated Claudia Wilson. Mr. Brachbill nominated Michael Scott.

Mayor Wilson pulled #3 out of the box, which was Claudia Wilson. She received one vote.

Mayor Wilson pulled out #1, which was Sheila Stever. She received three votes.

Mayor Wilson pulled out #4, which was Michael Scott. He received one vote.

Mayor Wilson pulled out #2, which was Brian Walker. He received four votes.

A majority vote was not received on any candidate so this will go to the Vacancy Board. They have thirty days to act.

### **PUBLIC COMMENTS**

- The Vacancy Board makes the appointment. This is the first time Council has gone to the Vacancy Board. The Vacancy Board is made up of all the Council members and David Provan.

### **ADJOURNMENT**

- With no other business to come before Council, Mr. DeCusati made a motion to adjourn the meeting of August 4, 2014 at 8:45 p.m. Mr. Spicer seconded the motion. A voice vote was unanimous.