

**BELLEFONTE BOROUGH  
COUNCIL  
MEETING MINUTES  
October 2, 2017 @ 7:30 p.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

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

**6:00 p.m. Finance Committee Meeting**

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

- **2018 Budget, Review of Funds**
- **Executive Session – Armory Property**

**7:30 p.m. Council Meeting**

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**CALL TO ORDER:**

The October 2, 2017, regular meeting of the Bellefonte Borough Council was called to order at 7:30 p.m. by Ms. Gay Dunne, President.

Pledge of Allegiance was followed by a moment of silence.

**ROLL CALL:**

**MEMBERS PRESENT:** Gay Dunne  
Randall Brachbill  
Melissa Hombosky  
Doug Johnson  
Joanne Tosti-Vasey  
Taylor Lake  
Joseph Beigle  
Renee Brown  
Courtney Dickman

**OFFICIALS PRESENT:** Ralph Stewart, Borough Manager  
Don Holderman, Assistant Borough Manager  
Tom Wilson, Mayor

**GUESTS:** Emma Gonsalvez, The Express

**APPROVAL OF THE MINUTES:**

**Ms. Tosti-Vasey moved to approve the Minutes of the September 18, 2017, Council Meeting;**  
**Ms. Hombosky seconded the motion;**  
**Motion carried via voice vote.**

**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).

***Communications – Letter Request re: Girls Just Wanna Run***

**Ms. Brachbill moved to approve the Consent Agenda;**  
**Ms. Dickman seconded the motion;**  
**Motion carried via voice vote.**

**REGULAR AGENDA:**

**COMMUNICATIONS:**

**Written:**

***Email from T. Hockenberry re: Sale of Parcel 32-105-948***

Ms. Dunne referred this communication to Building and Property Committee due to the process involved in selling Borough property.

***Letter from Home Nursing Agency re: Donation***

This was discussed briefly regarding going before the Finance Committee. Ms. Tosti-Vasey indicated that Borough Code states that monies cannot be donated to anything that the entire community cannot be involved in. Mr. Stewart will send an acknowledgement letter to the Home Nursing Agency.

***Memo re: Flu Vaccine Clinic***

Wednesday, October 18 between 1 and 3:30 p.m.

***Letter re: PA Certified Local Governments***

Received a certificate from the Pa. Certified Local Governments. The Borough is one of only 45 communities in Pennsylvania that have this designation under the National Park Service.

### ***Bellefonte Arts and Crafts Fair***

Thank you to the Borough for everyone involved in the fair. Donations were also acknowledged as well as fire and police services.

### ***Letter re: Streets and Parking Studies – Resident in Parkview Heights***

### ***Nittany Valley Recreation Authority – (will be discussed under Special Committees)***

### ***Letter – Century Engineering merger –***

Mr. Francis Smyth will be visiting the Bellefonte offices Wednesday at 1 p.m. to meet Council and Authority members that can be present. He is based out of Maryland so he will be in the area at that time.

### **Oral:**

Ms. Tosti-Vasey mentioned eight Tesla chargers are being installed up at Weis across from the gas pumps.

### **SPECIAL COMMITTEE REPORTS:**

Safety Meeting Minutes September 13, 2017 DRAFT

Documents referenced at the NVJPC Meeting

Agricultural support points were discussed; i.e., farmers markets, community gardens, Bee Friendly community. Mr. Brachbill offered that this item should be checked off on the comprehensive plan.

Nittany Valley Joint Recreational Authority Meeting

Ms. Dunne and Ms. Hombosky attended this meeting held last week. Ms. Dunne prepared a report which is at the table. The Authority has been taking care of pool operations, maintenance and repairs. Each municipality has contributed to the funds for that. They have made a proposal based on a DCNR Land and Water Conservation Fund Grant with a three year contract. The basic plan of the fund was discussed and this is in Ms. Dunne's report. They project receipt of \$300,000 if successful in obtaining the grant with an equal match of \$300,000. This could fund the pool rehab. The Authority is requesting to make up that match with a secured match from each municipality over three years based on the percent of population. A matrix showed how much each would owe. Bellefonte's share was \$140,000 if you use the formula, over three years, beginning in 2019. Each municipality was requested to go back and discuss this. The formulation for the three year contribution is yet undefined.

Mr. Holderman indicated that they are looking for a commitment beginning in the fiscal year 2019. More information will come in the next few weeks regarding a "loan" and the possibility of spreading the payments out over five years or something along those lines. Ultimately, they

are seeking consideration of commitment to move forward. If Spring, Benner, Walker and Bellefonte do not commit, it is likely that the pool will close.

The pool is leaking, and it is a liability to keep open without repairs. If the funding is obtained, the pool may be closed for one season to perform the work.

A decision on the commitment should be made by November, per Mr. Holderman. Bellefonte would need to provide a letter of commitment to be included with the grant application to be submitted to the DCNR. This topic will be brought to a work session in the near future.

Update on Spring Creek Watershed Commission contributions -

Spring Creek Watershed Commission Meeting was held a few weeks ago. Contributors were discussed regarding the Phase I update that Bellefonte had approved. The Spring Benner Walker Joint Authority also made a contribution as well as the CBICC and the UAJA.

### **MAYOR'S REPORT:**

Sgt. Holliday reported on some fishermen still fishing on the bank. He does not know of any incidences with fish being gutted and left. He will look into this.

Mayor Wilson updated Council on some of the projects regarding recreational and economic development plans for Bellefonte and the surrounding townships and County.

The Graymont Quarry was discussed to see if they would be interested in turning the grounds over to the public to be utilized for recreational purposes. There are some meetings scheduled with the Access Fund (volunteer legal expertise), Quarry advocate group and Graymont in November to discuss possibilities. Some preliminary meetings will take place to cover options that Graymont has requested review of. There are many questions regarding liability, etc.

Pennsylvania Parks and Rec Greenways and Trails conference was held in Reading this year. Mayor Wilson attended and reported on the highlights. Mayor Wilson acknowledged resident Jack Shuster for the time and effort put into this project. DCNR, DCED and PennDOT were in attendance as well as keynote speaker Angela Park, Maine, founder of Mission Critical and Erin Brown, fmr. President of Oregon Walks. This covers everything from waterway trails to walking trails and bike trails.

Grant availability was discussed. Interest in the outdoor activity is key for a community to thrive and obtain the funding to embellish the outdoor recreational features of community. Various trail extensions were discussed, including rails to trails projects. The Bellefonte/Milesburg trail was discussed as well as the challenges met with this project. Engineers are working on this. Although it is only a three mile trail, it has every obstacle in its way. Mayor Wilson thanked supporters from Bellefonte Borough, Milesburg and Spring and Boggs Townships, and business owners and local residents. Next steps include completion of the feasibility study, and go into the next grant cycle.

**OFFICE OF COMMUNITY AFFAIRS:**

**ZONING/PLANNING:**

Planning Commission Meeting Minutes September 25, 2017 DRAFT

Ms. Tosti-Vasey spoke about the comment return timeline from Planning Commission and HARB for the Solar Ordinance. A possible Drone Ordinance was discussed briefly.

**HARB:**

**Certificates of Appropriateness:**

**126 S. Thomas Street and 101 W. Linn Street**

**Mr. Brachbill moved to approve the certificates for the aforementioned projects;**

**Mr. Beigle seconded the motion;**

**Motion carried via voice vote;**

**315 Stoney Batter – roof project was denied by HARB and alternatives were proposed with approvals to be done administratively.**

**Ms. Tosti-Vasey moved to approve the recommended denial by HARB of the ripple roof;**

**Ms. Lake seconded the motion;**

Brief discussion regarding the porch roof conflicting with a new standing seam roof and the color of the porch roof was held. It was confirmed that the porch roof was not discussed by HARB members.

**Motion carried via voice vote with one nay.**

**HARB Meeting Minutes September 26, 2017 DRAFT**

**BUILDING AND PROPERTY: Courtney Dickman, Chair**

Nothing to report.

The lease with the Café was discussed. There was a prior motion to have it signed by the end of December 2017 and it is unknown if the owner is prepared to do this. Urgency of this situation was discussed. It was confirmed that change of personnel and Council was a factor in creating this end of year deadline.

**FINANCE AND GOV'T PERFORMANCE: Renee Brown, Chair**

Budget was discussed. A work session was held this evening to discuss the 2018 Budget.

## **PARK AND RECREATION: Melissa Hombosky, Chair**

Park and Rec met this evening to discuss the projects at Talleyrand in 2018. Ms. Hombosky requested Council to consider sending a letter to local legislators to request that special funds NOT be decreased relative to grants that Bellefonte takes advantage of including DCNR and the trails funding that Mayor Wilson spoke of. This decrease will also take way grant money that have not been released for grants already awarded. The House of Representatives is expected to vote on this bill by the end of this week.

**Ms. Hombosky moved to approve crafting of letters to legislators—Representatives Moul and Benninghoff as well as Senator Corman—of Council’s disapproval of cuts in funding for the DCNR grant monies such as the C2P2 grant, the Growing Greener Fund, the Keystone Fund, and the Farmland Preservation Fund;  
Mr. Brachbill seconded the motion;  
Motion carried via voice vote.**

Supplies for the Liberty Swing padding have been delivered and are awaiting installation.

Krauss Park clean up – a doodle poll will be sent.

## **HUMAN RESOURCES: Joanne Tosti-Vasey, Chair**

### **Volunteer Application from JoAnn Knupp –**

The Bellefonte Borough Housing Appeals Board vacancies were discussed. There is not much information on this board and members. Members of the board are unknown and continuing members are unknown. More information will be researched by staff.

## **SAFETY COMMITTEE: Randy Brachbill, Chair**

Fire Executive Meeting was rescheduled for October 5, 2017.

## **WATER/SANITATION – Joe Beigle, Chair**

Nothing to report.

## **STREETS: Doug Johnson, Chair**

At the last meeting a Borough resident sent a letter regarding Ordinance 530-61, unattended vehicles and overnight parking. Streets Committee met on October 27 to discuss this. The ordinance only pertains to metered spaces and not on-street parking. If someone leaves their car on a street on a non-metered space, it is not applicable. The Committee has asked Mr. Stewart to contact the resident and explain that this only applies to metered spaces.

Leaf and grass collection started October 1 and residents are asked to rake the leaves to the curb and not into the street and do not blow or shove leaves down storm sewers. Same routes will be followed as trash collection days.

Howard Street/Wilson Street four way stop traffic study request was submitted to PennDOT.

Email from a resident regarding Zion and Park View Blvd. traffic study. The armory property sale was discussed as possibly being inclusive to this. East High Street parking is also mentioned in this letter, among other items. Feedback is welcome. Mr. Stewart recommended that this be turned over to the Streets Committee (parking only on one side of East High Street).

The Gamble Mill was discussed. The potential buyers asked if the Borough Manager will write to PennDOT and ask for advice or permission to place a stop sign on the corner near Thomas Street. The Borough cannot do this as a traffic study would need to be conducted. This stop sign would be mid-block. Distance issues may need to be dealt with. PennDOT can advise of the requirements. A light is also proposed to illuminate the crosswalk. This is before the railroad tracks. The stop sign would be heading east. This would be for pedestrian safety due to the blind turn.

**Mr. Johnson moved to approve a letter to PennDOT regarding a stop sign at Gamble Mill;**

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

**Motion carried via voice vote.**

Three stormwater projects were discussed. Benner and Beaver Avenue-- part of the road is unopened. That portion is used to run storm drain from the front yard of residences. In house it would be about \$4,000. That is doable and within means. This will be budgeted for 2018 likely starting in the spring. Parkview Blvd. has a drainage problem closer to Pine Circle. There is no inexpensive repair for this issue. A drain needs to be installed and connected to piping that drains well past the park and playground. The estimate is \$275,000. That is not within means. A grant or other exterior source of funding would be needed. \$45,000 portion could be funded by a grant under Liquid Fuels. An unopened portion of Hamilton and Humes where water runs down was discussed. The only solution is to pipe the water out to Bishop Street. That cost is \$300,000 plus. A larger infrastructure grant will be sought for this project.

Traffic Light poles and replacements – hope to end this project in October.

Route 144 is behind schedule. Target completion is end of November.

Borough staff is in final stages of patching the streets.

Hometown Hero Banners -

**Ms. Brown moved to approve hanging banners from light poles from the Hometown Hero Committee in November 2017. Expenses will be paid for by the committee.**

**Mr. Beigle seconded the motion;**

**Motion carried via voice vote.**

## **ENERGY AND ENVIRONMENTAL CONSERVATION: Taylor Lake, Chair**

Solar Panel ordinance comments will be compiled and integrated.

Doodle poll has been posted for a meeting to occur before October 12. Previously reported on.

Feral cats were discussed. If any complaints are received, please direct them to Ms. Lake.

## **OLD BUSINESS:**

### **Motion approving modification of the 2016 CDBG Contract from Sprinklers to Talleyrand Park**

**Mr. Brachbill moved to approve the modification;  
Mr. Johnson seconded;  
Motion carried via voice vote.**

### **New Website to go live Saturday, October 7**

Bellefonte.net will go live this weekend and any kinks found will be worked out over the weekend. Residents will be able to view a new website on Monday. Still needs some tweaking. Public was asked to notify staff if the website is not working properly or if something is missing.

### **Land Lease next to Café – on hold**

### **Resolution re: Mockenhaupt Police Pension Plan**

**Ms. Tosti-Vasey moved to approve the Resolution;  
Ms. Brown seconded the motion;  
Motion carried via voice vote.**

## **NEW BUSINESS:**

Both of these items were discussed in a webinar attended by Ms. Dunne

### **Resolution – Disposal of Audio Recordings after Meeting Minutes Approval**

**Mr. Brachbill moved to approve the Resolution;  
Mr. Beigle seconded the motion;**

Mr. Stewart explained the purpose for this and discussed how records held in the Borough are historical records. The resolution would allow for proper disposal of tapes. The Minutes are preserved in perpetuity. The recordings would be disposed of AFTER the minutes are approved. C-Net videos are also archived on line.

**Motion carried via voice vote.**



### **Social Media Policy**

This was discussed some time ago. The Junior Council Member at the time drafted a policy. This is being circulated for review. A work session will be scheduled on this topic.

The ribbon cutting was held for the new Bellefonte Mart on September 22.

### **Public Comment:**

None.

### **ADJOURNMENT:**

With no further business coming before Council,

**Mr. Brachbill moved to adjourn the October 2, 2017 Council meeting;  
Ms. Tosti-Vasey seconded the motion;  
Motion carried.**

Meeting adjourned at 9:12 p.m.