

BELLEFONTE BOROUGH COUNCIL MEETING
December 1, 2014
www.bellefonte.net

CALL TO ORDER

The regular meeting of the Bellefonte Borough Council was called to order at 7:30 p.m. by Council Pro Tem 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: Beigle, Brachbill, Brown, Dunne, Harvey, Spicer, Walker, Li

Members Excused: DeCusati, Halderman, Mayor Wilson,

Officials Present: Ralph Stewart, Borough Manager
Don Holderman, Assistant Borough Manager

Staff Present: Vana Dainty,

Guests:

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 November 17, 2014 Meeting Minutes

Mr. Beigle made a motion to approve the Consent Agenda. Mr. Brachbill seconded the motion. A voice vote was unanimous.

COMMUNICATIONS

WRITTEN

- An invitation from the Centre County Historical Society to their 2014 Stocking Stuffer Preview Party on Thursday, December 4, 2014, from 6:30 p.m. - 8:30 p.m. at the Centre Furnace Mansion. Council members are free to pay and R.S.V.P. if they are interested in attending.

ORAL

- Mr. Brachbill asked what the guidelines are for downtown signage. Mr. Stewart stated it is all in the Zoning Ordinance, which is available online. Mr. Brachbill sees a lot of sandwich boards and a lot of banners.

Ms. Dainty is working on this and has been requesting that people remove them and move them in. She tries to stay on top of this situation. There are temporary signs that are permitted to be up for thirty days. It was suggested if there were a small fee it would be easier to keep up with the paperwork.

Ms. Dainty will be talking with Belle Markets regarding their temporary parking sign. The time period has expired.

SPECIAL COMMITTEE REPORTS

- Draft IDA meeting minutes from November 12, 2014, are in the packets for review.

MAYOR'S REPORT

- No report.

OFFICE OF COMMUNITY AFFAIRS

ZONING/PLANNING

- Ms. Dainty provided the highlights of an end-of-the year report. In March two public meetings were held and through those meetings a vision and mission statement was developed that will guide the program through the next five years. With that in place you must make sure all your plans meet the mission and vision statement. The five-year plan and other paperwork approved in August did that. That was submitted to DCED and PA Downtown. PA Downtown reviews it first and had additional paperwork to be provided. They also wanted Ms. Dainty to use a new form for the five-year work plan that called for more detail, which has all been worked out. That has all been completed and as of last Tuesday, PA Downtown Center put their stamp of approval on and sent it off to DCED. She is hoping to have an answer by the end of the year.

The committees have been doing a lot of work. The Design Committee is very active. They will be starting the Golden Broom award, that will help stores keep their storefronts clean, get things done, and kind of clean up the town - sweep up the cigarette butts; do nice window displays; and maybe not have the flags out there so much. The criteria have been set to win the award and the category has been set. The award will be quarterly and will go to two businesses from different categories. The way it will start is the mayor and someone else will go through and review the type of businesses being chosen in the two categories and they will choose the first two winners. After that the people that just won will choose the next winners. This will help improve the way storefronts are kept and how streets are swept. This is something that

has been done in a lot of communities and it is a nice little feel good program that gives them something to look forward to.

They are also working on signage for directing vehicles to the municipal parking areas. They are currently deciding how they should look and where they should be placed. Parking is a very important one.

The Design Committee of five has three HARB members on it.

The Economic Development Committee is beginning work on the business and building inventory. It is going to entail the hours open, type of shop, how many employees, etc.

The Steering Committee is both the Steering Committee and the Organizational Committee. They are very dedicated. They have been working and doing a lot. They had to adopt bylaws. They had to adopt the Cooperative Agreement. They had to adopt the Historic Preservation Agreement. They also had to be registered with the state. Rod Beard is the chairman of the group and he has really worked hard and diligently to get all this done. He also had to provide additional documentation for PA Downtown on the designation.

The Marketing Committee is working to find a happy medium on how to work with little or no capital but yet come up with a strategic plan to help accomplish the task and goals of the committee, which is to increase businesses. They are going in a lot of different directions and then they will come together and fit everything together.

Ms. Dainty has been working with PA Downtown to be sure they have everything they need to approve the application. She completed the Community Revitalization Academy, which was a total of five two-day sessions. The certificate means that Bellefonte has a certified manager, through Ms. Dainty, which is an important process as they look through things. Ms. Dainty won a scholarship to attend a week-long preservation conference in Philly during July. She has been building a relationship with people at DCED. There is a whole new group there and they are wonderful to work with. They are very personable. She met them for the first time at the PA Downtown Conference in Altoona and is now on a first name basis and it is working very well. She has been working behind the scenes putting people together with needs that can be matched up.

There are many more things, but this is just a highlight that does not even include Zoning, Planning and HARB, which have all been very busy this year. Ms. Dainty loves her job and it is very fulfilling. She feels good things will come out of it.

Mrs. Dunne would like a copy of this report to keep on file.

HARB

- HARB Draft meeting minutes from the November 25, 2014 meeting are in the packet for review.

Ms. Dainty feels it is a good HARB group that works very well together. Walt Schneider is an amazing addition. He has a very good background.

BUILDING AND PROPERTY - No report.

FINANCE AND GOVERNMENT PERFORMANCE - Mr. Beigle made a motion to advertise the 2015 Budget. Mrs. Brown seconded the motion. Mr. Beigle amended his motion to include the Tax Ordinance in the advertisement. Mrs. Brown seconded the amended motion.

Mr. Spicer made a motion to amend Mr. Beigle's motion and include a .75 mill increase, which equates to approximately \$30 per household, which would provide approximately \$75,000.00. Mr. Stewart stated the money would go into the General Fund and would be earmarked for Street related work such as storm management infrastructure, street infrastructure, materials and supplies for maintenance and upkeep of the streets. Mr. Brachbill seconded the motion. A voice vote was unanimous and the amendment passed. A vote was then taken on Mr. Beigle's motion. A voice vote was unanimous.

The Borough will advertise the tentative budget with the idea that it will be adopted formally at the December 15, 2014 meeting. It will be available for public inspection from Tuesday, December 2 through December 15. At the December 15 meeting minor adjustments can be made. Significant changes cannot be made without re-advertising it.

PARK AND RECREATION - Mrs. Brown would like everyone to have an opportunity to look at Ordinance 405 before it is advertised. The usage of Talleyrand Park will increase in the future and Mrs. Dunne feels changes need to be made in the ordinance to prepare for that. Mr. Holderman stated the Park and Recreation Committee met on two separate occasions regarding issues that had been brought up to Council. They were asked to go back and review Ordinance 405 and they found some cleanup issues in the ordinance that were taken care of. The Ordinance relates to all the parks, not just Talleyrand. The firearm verbiage was taken out because it is a 2nd Amendment right. An Ordinance with that type of language is unconstitutional. Guide dogs and service animals were approved. Council is asking all parties to obtain a permit when reservations are being made. There are no exceptions to the permit. Talleyrand Park is divided into reserveable sections. It needs to reflect in the language that Masullo Park permits dogs on a leash. There is no smoking in any of the parks. That will require signage at the parks. It is enforced by the police department.

Mr. Spicer made a motion to advertise Ordinance 405. Mr. Brachbill seconded the motion. A voice vote was unanimous.

HUMAN RESOURCES - Mr. Spicer reported there was an Executive Session to discuss personnel issues.

Mr. Spicer made a motion to form a committee to look at police services in other boroughs, which will consist of the Finance Chair, Human Resources Chair, Safety Chair and the Mayor. Mr. Beigle seconded the motion. Ms. Brown suggested adding the President to the committee, but he is an ex-officio member of all committees. A voice vote was unanimous.

SAFETY - Mr. Brachbill reported the draft Safety Committee Meeting minutes from November 19, 2014 are in the packet for review. The key proposal is being implemented.

WATER AND SANITATION - Mr. Beigle reported the Authority meeting will be held on Tuesday, December 16.

STREETS - Mr. Holderman reported Weber Murphy & Fox has provided a final punch list for the Streetscape II project. They came up with a few issues that the contractor needs to complete, such as complete installation of the railings in front of the Cat's Meow; they have to provide the as-built revisions and turn over all the drawings to Weber Murphy & Fox; complete all plantings as per contract documents, which has been completed; do the crosswalk painting, which may not occur until spring; provide and install all aluminum brick paver borders around the trees. Approximately \$70,000.00 is being held. Funding in the amount of 10% of all invoices paid has been held back until all the punch list items have been completed. Mr. Holderman stated Ms. Walker handles all the finances with CDBG. With all the invoicing and documentation required she has done a very good job. The bricks at an angle are because of elevations required with the sidewalks for ADA. The black posts on the corners are for traffic calming and pedestrian safety.

ENERGY AND ENVIRONMENTAL CONSERVATION - No report.

JUNIOR COUNCIL - Ms. Li reported school is on break. She gave Mr. Holderman a rough copy of the Social Media Policy for him to review.

OLD BUSINESS

- The Waterfront Project Joint Permit Application was approved by DEP. Mr. Holderman reported the State Water and Encroachment Permit was received and the NPES Permit. The only thing prohibiting the start of the Waterfront Project is waiting on the Federal Army Corp of engineers to finalize their part. A few weeks ago there was a Section 106 meeting on the old Cerro building. The meeting went well. There is work going on between Buchart Horn, the Army Corp and other people to finalize all the paperwork. The response from the Army Corp is not anticipated until the early part of 2015. Buchart Horn is working up the contract documents and the anticipation is to begin the project in the early part of 2015.

- Mrs. Brown asked what will be at the demolition site next to the old Weis. Mr. Stewart stated there have been rumors but no plans.

- The request from the Jehovah's Witness was addressed in the park ordinance. Mr. Brachbill made a motion to send a letter to the Jehovah's Witness to clarify that what Council is talking about is reservations in the park, but sidewalks and public areas around the park are not included. Mr. Walker seconded the motion. A voice vote was unanimous. Mr. Stewart stated he would take care of this.

NEW BUSINESS

- Mr. Beigle made a motion to appoint Chip Aikens to the Airport Authority with a term expiration of 2019. Mr. Spicer seconded the motion. Mr. Aikens is willing to serve. This term begins January 1, 2015. A voice vote was unanimous.

- Mr. Stewart reminded the citizens that there is a snow removal ordinance for sidewalks. After the snowstorm has stopped residents have 24 hours to clear the sidewalk of the snow. There is an ordinance officer that looks for those types of things because of safety issues.

- Mr. Holderman thanked Glenn O. Hawbaker for assisting the Borough in placing the downtown tree.

- Mr. Holderman reported the Bellefonte Fire Department Sprinkler Project bid will be advertised this week and the bids will be on the website for that project.

ADJOURNMENT

- With no other business to come before Council, Mr. Brachbill made a motion to adjourn the meeting of December 1, 2014, at 8:32 p.m. Mr. Beigle seconded the motion. A voice vote was unanimous.